



SPRING CREEK ASSOCIATION BOARD OF DIRECTORS REGULAR MEETING MINUTES

Spring Creek Association (“SCA”) Board of Directors
Wednesday, October 25, 2023, 5:30 PM, PST
Fairway Community Center Meeting Room
401 Fairway Blvd, Spring Creek, Nevada

The meeting was held in person and telephonically through Zoom.com

PRESENT: Kelly DiLulo (Tract 100), Jody Atkin (Tract 200), Chair John Featherston (Tract 400)

At-Large Members: Vice Chair Tom Hannum and Jake Reed

ABSENT: Randy Maulin (Tract 300) – entered at 5:45pm, Molly Popp

CORPORATE OFFICERS PRESENT: SCA President Bahr, SCA Treasurer Austin-Preston

CORPORATE ATTORNEY: Katie Howe McConnell

CALL TO ORDER: Chair Featherston called the meeting to order in person and telephonically at 5:32 PM.

PLEDGE OF ALLEGIANCE.

NOTICE:

1. **Items may be taken out of order**
2. **Two or more items may be combined**
3. **Items may be removed from agenda or delayed at any time**
4. **Restrictions regarding Public Comment:** Pursuant to N.R.S. 241.020(c) (3), this time is devoted to comments by the general public, if any, and discussion of those comments. No action may be taken upon a matter raised under this item on the agenda until the matter itself has been specifically included on a successive agenda and identified to be an action item. Comments during this public comment period are limited to items NOT listed on the agenda and shall be limited to not more than three (3) minutes per person unless the Board of Directors elects to extend the comments for purposes of further discussion. Persons making comment will be asked to begin by stating their name for the record and to spell their last name. The Chair may prohibit comment, if the content of that comment is a topic that is not relevant to, or within the authority of, the Spring Creek Association or if the content is willfully disruptive of the meeting by being irrelevant, repetitious, slanderous, offensive, inflammatory, irrational, or amounting to personal attacks or interfering with the rights of other speakers.

I. COMMENTS BY THE GENERAL PUBLIC

ACTION SHALL NOT BE TAKEN

No action may be taken on a matter raised under this item of the agenda until the matter itself has been included specifically on an agenda as an item upon which action will be taken.

No public comment was received.

II. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE ADDITIONAL INVOICES FROM BRAEMAR CONSTRUCTION FOR PERMITTING, GAS PRESSURE TESTING, REPLACEMENT OF GAS PIPING, AND HEATER ELECTRICAL INSTALLATION FOR THE RENOVATIONS AT THE HORSE PALACE. *FOR POSSIBLE ACTION*

President Bahr provided background that the additional invoices for Braemar for permitting, gas pressure testing, replacement of gas piping, and heater electrical installation at the Horse Palace went beyond the available contingency funds and would need to be approved out of the Capital Reserve.

No public comment was received.

Member Reed moved/Vice Chair Hannum seconded to approve additional invoices from Braemar Construction for permitting, gas pressure testing, replacement of gas piping and heater electrical installation for the renovations at the Horse Palace from the Capital Reserve. Motion carried (5-0), Members Mauldin and Popp absent.

III. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE ADDITIONAL FENCING AND SITE CLEANUP AT THE RYAN RANCH. *FOR POSSIBLE ACTION*

President Bahr provided background that the original fencing approved at the Ryan Ranch was almost complete, but there is an additional list of items to complete for \$7,000.

Chair Featherston stated that he had walked the property and this project would help separate the rental house from the pastures, clean up the debris and brush, new gates at the cross fence at the top of the dam, and remove the corral. Once these projects are complete, we will be able to put it out to bid for grazing with a focus on the noxious weeds and water issues.

Member Atkin moved/Member DiLulo seconded to pay \$7000.
Motion withdrawn.

No public comment was received.

Member Atkin moved/Member DiLulo seconded to approve additional fencing and site cleanup at the Ryan Ranch for \$7000 out of the Capital Reserve. Motion carried (6-0), Member Popp absent.

IV. REVIEW, DISCUSSION AND POSSIBLE ACTION TO CONSIDER WAIVING THE FOOD TRUCK A LA CARTE FEE FOR THE ELKO HIGH SCHOOL RODEO HELD IN OCTOBER 2023. *FOR POSSIBLE ACTION*

President Bahr provided background to consider waiving the food truck a la carte fee for the High School Rodeo held in October. There were issues when the contracts were being confirmed by staff and were notified of food truck vendors. There is currently a 15% fee for food truck vendors for Horse Palace event. There was further discussion that the event holders are charging vendors for exclusivity at their event at the Horse Palace.

No public comment was received.

Vice Chair Hannum moved/Member Reed seconded to waive the food truck a la carte fee for the Elko High School Rodeo held in October 2023. Motion carried (5-1-0), Member Mauldin against, Member Popp absent.

V. REVIEW, DISCUSSION AND POSSIBLE ACTION TO CONSIDER CHANGES TO THE HORSE PALACE RULES AND FEE SCHEDULE. *FOR POSSIBLE ACTION*

President Bahr introduced the item stating that the Board approved fees changes in December 2021 and January 2022 for the a la carte fees. Considering the renovations, it is the Board's pleasure to consider updating the fees for the Horse Palace.

The indoor arena was proposed to be \$1000 per 12 hours and include the sound system and a specific number of hours of lights with a \$100 per hour fee thereafter. It was discussed to remove the multi-day options for renting the facility, to remove the separate rental of the inside round pens, poles for day use, trailer cleanout location, Ticket booth assistance, and to change the rates for food truck space and parking designation/setup and signs. Heaters were also discussed as the configuration of the heaters changed.

No public comment was received.

The item was tabled until the next meeting. No action was taken.

VI. REVIEW, DISCUSSION AND FIRST READING TO REVISE BOARD OF DIRECTOR POLICIES TO INCREASE THE LIMIT FROM \$5,000 TO \$10,000 FOR NON-BUDGETED CAPITAL ITEMS, CHECK SIGNATURES, AND COMPETITIVE BIDDING PROCEDURES. *FOR POSSIBLE ACTION*

President Bahr introduced the first reading of the policy for increasing the limit from \$5,000 to \$10,000 for non-budgeted capital items, check signatures, and competitive bidding procedures.

No public comment was received.

Vice Chair Hannum moved/Member Atkin seconded to approve the first reading to revise Board of Director Policies to increase the limit from \$5,000 to \$10,000 for non-budgeted capital items, check signatures, and competitive bidding procedures. Motion carried (6-0), Member Popp absent.

VII. REVIEW AND DISCUSSION OF THE 2024 SPRING CREEK ASSOCIATION BUDGET. *NON-ACTION ITEM*

President Bahr provided a general overview of the 2024 budget stating that in order to provide the same services as 2023 with a return to 30 miles of road chipping, it would require an increase of approximately \$9.50 per month in assessments.

Treasurer Austin-Preston provided an overview of changes in the proposed budget for revenue, payroll expense, and overall expenses. Revenue is proposed to increase in golf course line items and HP events. Expense decreases primarily included a decrease to the water line item based off of 2023 usage. Expense increases were in the chip project, property insurance, salt & sand, and vehicle maintenance. Options were also provided to decrease the amount of assessment increase needed if the amount of miles were changed for the chip project.

General discussion by the Board included considering changes to credit card convenience fees and right of way fees.

No public comment was received.

No action was taken.

VIII. COMMITTEE OF ARCHITECTURE

A. COA REPORTS

NON-ACTION ITEM

Secretary Duncan provided background on the COA reports, violations, and revenues.

B. REVIEW, DISCUSSION AND POSSIBLE ACTION TO REFER COA VIOLATIONS AT 522 BRENT DR (202-020-008) TO LEGAL COUNSEL FOR FURTHER ACTION AND OR OTHER ACTION CONSISTENT WITH COA RULES.

FOR POSSIBLE ACTION

Secretary Duncan stated that the property has been in violation since June 2021. Since the previous meeting, the fence has been repaired, but there are still many inoperative vehicles on site.

No public comment was received.

Member DiLulo moved/Vice Chair Hannum seconded to refer the violations at 522 Brent Dr (202-020-008) to legal counsel and uphold the fine. Motion carried (6-0), Member Popp absent.

C. REVIEW, DISCUSSION AND POSSIBLE ACTION TO REFER COA VIOLATIONS AT 534 CROYDON DR (101-005-024) TO LEGAL COUNSEL FOR FURTHER ACTION AND OR OTHER ACTION CONSISTENT WITH COA RULES.

FOR POSSIBLE ACTION

Secretary Duncan stated that the property has been in violation since May 2023. The property remains in violation.

No public comment was received.

Member Reed moved/Member DiLulo seconded to refer the violations at 534 Croydon Dr (101-005-024) to legal counsel and uphold the fine. Motion carried (6-0), Member Popp absent.

D. REVIEW, DISCUSSION AND POSSIBLE ACTION TO REFER COA VIOLATIONS AT 672 HOLIDAY DR (202-003-017) TO LEGAL COUNSEL FOR FURTHER ACTION AND OR OTHER ACTION CONSISTENT WITH COA RULES.

FOR POSSIBLE ACTION

Secretary Duncan stated that the property has been in violation since May 2023. The violations have been corrected and recommend dismissing the violations.

No public comment was received.

Member Atkin moved/Chair Featherston seconded to dismiss the violations at 672 Holiday Dr (202-003-017). Motion carried (6-0), Member Popp absent.

E. REVIEW, DISCUSSION AND POSSIBLE ACTION TO REFER COA VIOLATIONS AT 507 ABARR DR (402-006-010) TO LEGAL COUNSEL FOR FURTHER ACTION AND OR OTHER ACTION CONSISTENT WITH COA RULES.

FOR POSSIBLE ACTION

Secretary Duncan stated that the property has been in violation since June 2023. There has been no contact with the property owner.

No public comment was received.

Member DiLulo moved/Member Atkin seconded to refer the violations at 507 Abarr Dr (402-006-010) to legal counsel and uphold the fine. Motion carried (6-0), Member Popp absent.

F. REVIEW, DISCUSSION AND POSSIBLE ACTION TO REFER COA VIOLATIONS AT 377 BUFFSIDE CT (201-004-036) TO LEGAL COUNSEL FOR FURTHER ACTION AND OR OTHER ACTION CONSISTENT WITH COA RULES.

FOR POSSIBLE ACTION

Secretary Duncan stated that the property has been in violation since June 2021. The property owner has started painting one of the sheds.

No public comment was received.

No action was taken. The item was tabled.

G. REVIEW, DISCUSSION AND POSSIBLE ACTION TO REFER COA VIOLATIONS AT 301 BURNS DR (202-015-007) TO LEGAL COUNSEL FOR FURTHER ACTION AND OR OTHER ACTION CONSISTENT WITH COA RULES.

FOR POSSIBLE ACTION

Secretary Duncan stated that the property has been in violation since May 2023. Staff is to call and get a plan to correct the violations.

No public comment was received.

No action was taken. The item was tabled.

H. REVIEW, DISCUSSION AND POSSIBLE ACTION TO REFER COA VIOLATIONS AT 434 CASTLECREST DR (201-006-018) TO LEGAL COUNSEL FOR FURTHER ACTION AND OR OTHER ACTION CONSISTENT WITH COA RULES.

FOR POSSIBLE ACTION

Secretary Duncan stated that the property has been in violation since June 2021. The property remains in violation.

No public comment was received.

Vice Chair Hannum moved/Member Reed seconded to refer the violations at 434 Castlecrest Dr (201-006-018) to legal counsel and uphold the fine. Motion carried (6-0), Member Popp absent.

I. REVIEW, DISCUSSION AND POSSIBLE ACTION TO REFER COA VIOLATIONS AT 766 CESSNA CT (202-003-043) TO LEGAL COUNSEL FOR FURTHER ACTION AND OR OTHER ACTION CONSISTENT WITH COA RULES.

FOR POSSIBLE ACTION

Secretary Duncan stated that the property has been in violation since June 2023. There has been no contact with the property owner.

No public comment was received.

Vice Chair Hannum moved/Member Reed seconded to refer the violations at 766 Cessna Ct (202-003-043) to legal counsel and uphold the fine. Motion carried (6-0), Member Popp absent.

J. REVIEW, DISCUSSION AND POSSIBLE ACTION TO REFER COA VIOLATIONS AT 848 PEMBERTON DR (403-014-001) TO LEGAL COUNSEL FOR FURTHER ACTION AND OR OTHER ACTION CONSISTENT WITH COA RULES.

FOR POSSIBLE ACTION

Secretary Duncan stated that the property has been in violation since August 2021. There has been no contact with the property owner.

No public comment was received.

Member Reed moved/Vice Chair Hannum seconded to refer the violations at 848 Pemberton Dr (403-014-001) to legal counsel and uphold the fine. Motion carried (6-0), Member Popp absent.

K. REVIEW, DISCUSSION AND POSSIBLE ACTION TO REFER COA VIOLATIONS AT 364 ROYAL OAK CR (402-003-020) TO LEGAL COUNSEL FOR FURTHER ACTION AND OR OTHER ACTION CONSISTENT WITH COA RULES.

FOR POSSIBLE ACTION

Secretary Duncan stated that the property has been in violation since June 2023. There has been no contact with the property owner.

No public comment was received.

Member Atkin moved/Vice Chair Hannum seconded to refer the violations at 364 Royal Oak Cr (402-003-020) to legal counsel and uphold the fine. Motion carried (6-0), Member Popp absent.

IX. APPROVAL OF MINUTES: **FOR POSSIBLE ACTION**

A. September 27, 2023, Regular Meeting Minutes

Vice Chair Hannum moved/Chair Featherston seconded to approve the September 27, 2023 Regular Meeting Minutes as presented. Motion carried (6-0-), Members Popp absent.

X. ACCEPT SEPTEMBER 2023 ASSESSMENT AND LEGAL RECEIVABLE REPORTS. **FOR POSSIBLE ACTION**

Treasurer Austin-Preston provided general comment on the report.

Chair Featherston moved/Member Atkin seconded to accept the September 2023 Assessment and Legal Receivable reports as presented. Motion carried (6-0), Member Popp absent.

XI. ACCEPT SEPTEMBER 2023 FINANCIAL REPORTS. **FOR POSSIBLE ACTION**

Treasurer Austin-Preston and President Bahr provided general updates.

Member Reed moved/Member Atkin seconded to accept the September 2023 financial reports as presented. Motion carried (6-0), Member Popp absent.

XII. MEETING SCHEDULE

NON-ACTION ITEM

The next Regular Board of Directors meeting is scheduled for Wednesday, November 8, 2023, at 5:30pm. The meeting may be held telephonically.

XIII. PUBLIC COMMENT

ACTION SHALL NOT BE TAKEN

There was general discussion on the installation of the oil tank and that the hay had been cut at the Ryan Ranch, but not yet bailed.

ADJOURNMENT

The meeting adjourned at 8:17 p.m.