

## **2024 SELOA Annual Lot Owners Meeting Minutes**

**Thursday March 21, 2024 from 5:30 to 7:30 PM  
In-person and online via Zoom  
Room 133, Richins County Building, Kimball Junction**

**1. A quorum with a minimum of 5 board members and 20 lot owners was established.** Present member listed below:

### **Attendance in person**

Steve Cuttitta – President  
Lucy Jordan – Vice President  
Caleb Fisher – Treasurer  
Mark Robinson – Director  
Suzanne de Jager – Director  
Graham Anthony – Director

Gavin Manes – Lot Owner, Audio/Visual/IT

Teri Hoenstine – Sea to Ski  
Christopher Halonen – Sea to Ski  
8 lot owners

### **Attendance via Zoom**

Drew Jordan – Secretary  
Connie Barnhart – Director  
Brian Tiley – Director  
Mark Robinson – Director  
11 lot owners (more joined after meeting called to order)

**2. The meeting was called to order by Steve Cuttitta at 5:36 PM.** Everyone in attendance was welcomed.

**3. The February 27, 2024 board meeting minutes were unanimously approved by the Board at 5:39 PM.**

**4. Executive Summary of 2023** presented by board President.

- a. Road work: summary will be presented next.
- b. New contract with Beaver Ridge LDS Church Recreation Camp. The annual contribution from the LDS Church Camp will be 3.5 times the dues of one lot plus 3.5 times the amount assessed per lot for BRR maintenance, plus 3.5 times the amount assessed per lot up to a maximum of \$1000 for any special assessment.
- c. Weed control, fire safety and mitigation of roadside brush, and an update of the Community Wildfire Preparedness Plan.
- d. Lien was placed on a delinquent lot.
- e. Peak Wireless Services contracted was not renewed, the tower has been removed, remaining building set to be removed as soon as weather allows.

- f. A few lot owner issues.
- g. Heidi Fisher, Road Committee Chair, presented a summary of 2023 road work:
  - a. Budget broken down by items including:
    - Had to spend more on spring runoff mitigation than usual due to record snow year.
    - Pulverizing, spreading roto mill, grading and compacting areas of Basin and upper Kimball.
    - Spreading road base/grading at Hailes Loop.
    - 2022 work on Lower Cove, billed in 2023.
    - Volunteer efforts including sandbags, culvert clearing, N. Church widening, upper Basin potholes, Lower Cove paving. Thanks to **everyone who helped!**

**5. 2023 Financials**

- a. 2023 Balance Sheet review. Plan to roll the impact fees from a separate account into the operating expenses account since impact fees are non-refundable.
- b. 2023 Assets, Liabilities, and Equity. Recommendation to use \$26,788 equity to rollover for operating cash flow margin.

**6. 2024 Budget:**

\$118,000	Annual Dues (\$1100/lot)
\$8,612	BRR Winter Maintenance
\$4,500	Church Maintenance Contribution
\$400	Gate Remotes
\$3,000	Impact Fees (Assume 2 new starts)
\$300	Interest (Reserves)
\$0	Peak Radio Tower Lease (lease terminated)
<b>\$135,612</b>	<b>Total Income</b>
\$4,145	Administration (Fees, Mtgs, Insurance, etc.)
\$18,600	Property Mgmt (\$18K) and tax prep (\$600)
\$2,500	Legal
\$5,000	Intuit Deposit Fees
\$1,500	Fire (temporarily reduced in 2023 for road focus)
\$500	Garbage
\$1,900	Gates
\$32,775	BRR - Annual maintenance (audit)
\$8,000	Stagecoach snow removal
\$8,612	BRR - Winter maintenance
\$2,500	Weed Spraying
\$500	Signage
\$35,000	Road Maintenance / Repair
<b>\$119,532</b>	<b>Total Expense</b>

Proposed Net Income (Loss)	
for 2024 Income	\$135,612
Expense	\$119,532

## **Net Income (Loss) \$16,080**

\$16,080 of Net Income for management reserve or roll-over to 2025 roads

- a. The 2024 budget was approved by the Board.
- b. Lucy Jordan presented two pie charts to express the difference in budget allocation from 2015 vs. 2024.
- c. A segment of time was set aside for questions regarding the financials and budget which included a discussion about paying dues using the Quickbooks Online links sent to lot owners with the invoice vs sending by paper check through the mail. Paying by Quickbooks costs us 3% per invoice. Consideration of passing this cost along to the lot owner vs. HOA being responsible to bear the costs.

### **7. 2024 Road Work Plans:**

**SELOA Road Committee Members:** Graham Anthony, Lora Anthony, Brian Bitner, Erica Cuttitta, Scott McClellan, **Chair:** Heidi Fisher

- a. Reminder: it is lot owners' responsibility to clear driveway culverts and direct runoff.

#### **b. 2024 Committee Priorities and Expected Costs (\$35K budget)**

- Spring runoff. Estimated \$10K.
- Move electric transformer box at sharp curve and widen road. \$0
- East end of Upper Cove: dig drainage to prevent rutting and divert water away from Basin. Widen sections with lot owner approval. Estimated \$10-15K.
- Resurfacing with roto mill if available. Priority is "s" curves of Basin because we ran out of material there last year and it is not holding up as well as the other areas we did, N. Church, Hailes Loop, Upper Cove, Kimball at sharp curve. Estimated at \$10-15K.

#### **c. Proposal of Culvert/Drainage Special Assessment**

Problem: Lower portions of Kimball and Basin experience high levels of water during spring melt which threatens access and safety of all lot owners.

Solution: Hire a contractor to install 4 large concrete culverts: base of Basin and Kimball, near dumpsters, and lower Kimball. Cost is estimated at \$10K/culvert + road repair. \$400/lot + Church camp (\$500-\$1000). Will be on the ballot and needs >50% of lot owners who vote to approve.

### **8. Proposal of Fire Mitigation Special Assessment**

- a. Volunteer efforts not sufficient, insurance availability, property value to increase with better emergency access, safety for firefighting equipment, and evacuation efforts.
- b. Assessment cost proposed \$400/lot + Church camp (\$500-\$1000). Will be on the ballot and needs >50% of lot owners who vote to approve. The approval would consent to have professional foresters identify areas of concern, then treat areas up to 10 feet from edge of the road surface. Vendors listed are Apex Fire Preparedness and Alpine Forestry.

- c. A discussion regarding this matter took place. Concerns were raised in terms of impact to owner's privacy, but also the need for a higher level of forest fire safety.

**9. Rules and Fines:** Presentation with time for discussion before a Board vote.

Reasoning:

- a. Advised to do so by legal counsel.
- b. It is the *duty* of the Board.
- c. Action by lot owners has led to damage and cost incurred by all ownership.
- d. All rules except 1 (speeding) have a basis in the governing docs.
- e. Rules will help to clarify existing items that are vague in our governing documents.
- f. 2 rules (fire and water-wise landscaping) are included to make our rules consistent with current environmental best management practices.
- g. Can be changed by majority board vote.

Discussion

- a. Concerns were raised that there is not enough lot owner input into changing or creating new rules. Board explained the procedure governed by Utah law that requires notification and time for lot owner input before any rule or fine change.
- b. The process to petition fines was discussed and the how the process is protected by the Utah Community Association Act. Examples were given to provide context.
- c. Concerns were raised regarding rule II.7 that could result in a fine on a lot owner for blocking roads. A change was proposed to rule II.7 to exclude accidents where vehicle owner is actively making efforts to remove vehicle immediately.

**A motion to approve Rules and Fines with addition of the proposed change to Rule II.7 was passed a 7:16 PM.**

**10. Mailboxes**

- a. At the roundabout portion of Bitner Ranch Road. 48 mailboxes at a cost of \$6,500 + install.

**11. Committee Appointments:** committee needs: ACC Chair, Fire Committee, and Teller Committee all needed. Megan Robinson and Jennifer Garner volunteered for the ACC committee. Mark Robinson volunteered for the fire committee. New board will need to approve and appoint new members.

**12. Elections:**

- a. Terms set to expire (all 2 year terms):

Director Brian Tiley  
Secretary Drew Jordan  
VP Lucy Jordan  
Director Graham Anthony

- b. Nominations:

Briana Allred, Lot 78 for Director

Gavin Manes, Lot 69 for VP  
Graham Anthony (incumbent) for Director  
Dave Packham, Lot 75 for Director

- c. Nominations for VP and director closed. Nominations for secretary open until Monday. Email to be sent asking for nominations.

**13. Member Feedback** was opened up for comment and discussion.

**14. Adjournment at 7:45 PM.**

**Certification of Approval**

I hereby certify that the aforementioned minutes were approved by the Management Committee on April 8, 2024\_\_\_\_\_.

Signed:

*Teri Hoenstine*

Teri Hoenstine  
Property Manager for HOA