

## IPVA Board Meeting – July 15, 2019

10am

### Attendees

- Gary Lewis
- Michael Caughlin
- Mike Klassen
- Sandee Gilmore
- Tryge Simpson

### Agenda

1. Minute approvals
2. Financial Review of June
3. Approval of 2019-20 Assessment
4. Approval of garbage fee for 2019-20
5. Transfer of surplus 2018 to reserves
6. Approval of purchase of new mower
7. Report on clubhouse roof
8. Golf report
9. Elections
10. Annual meeting – Sept 7
11. Siding proposal
12. Summer maintenance report
13. Timbers water contract

Gary opened meeting at 10:07

### Minute Approval

- 6/5/19
  - o A few modifications were made
  - o Caughlin moved to approve, Klassen second
  - o All approved
- 6/22/19
  - o Meeting notes and Presentation
  - o A few modifications were made
  - o Caughlin moved to approve, Klassen second
  - o All approved
- 3/18/19
  - o Caughlin moved to approve, Klassen second
  - o All approved
- Greens Committee Minutes should be approved by Greens Committee

**FINANCIAL REVIEW OF JUNE**

- MikeC reviewed
- Cash fell 3K, which is concerning
- Found out it is accrual acting for property tax which explained the discrepancy
- From YoY we are up cash \$50K which includes some garbage money and snow money which is reserved
- Mike went into detail of the categories (see June Financial report)
- YoY we are appx \$3K over than last year
- The rate increases had impact on this number
- We had two record days this year over \$4K per day
- Tryge asked if Rental club house expenses were tracked differently and we do not as there is no way to track electric differently. It goes into clubhouse
- Clubhouse had more expenses because of carpet, painting, and other miscellaneous maintenance
- Water company is better this year than last. \$3K positive last year, \$10K for this year
- In general, we are tracking a little better financially than last year.

**APPROVAL 2019-20 ASSESSMENT**

- Mike C believes we can keep same assessment with an inflation increase
- CPI : Jan-May is 1.7% 2018 was 2.4% Forecast for 2019 is 2%
- Should increase 2%
- 839 last year
- 855.78 is the new value with 2% increase
- This will have to be approved by membership
- Klassen moves to approve
- Sandee seconds
- All Approved

**APPROVAL of GARBAGE FEE for 19-20**

- Klassen went through the assessment model which is pictured below.

<b>POLICY FOR CALCULATING GARBAGE SIGN UP FEE</b>										
This is the Garbage Assessment Document to calculate next years fees and requirements										
						<b>MODEL</b>				
<b>PREVIOUS YEAR FEE</b>						2020	2021	2022	2023	2024
Per Lot	\$	240				\$ 195	\$ 195	\$ 194	\$ 196	\$ 196
Members signed up		63.00	10% Increase			\$ 69	76	84	92	101
Total Assessment	\$	15,120				\$ 13,532	\$ 14,884.85	\$ 16,242.07	\$ 18,121.02	\$ 19,907.65
<b>PREVIOUS YEAR ACTUALS</b> <i>Note: This will be as of August when formal letters are sent to the members</i>										
Total Fully Loaded Costs (Garbage Fees, Labor, Depreciation, etc)	\$	12,120				\$ 13,332	\$ 14,665.20	\$ 16,131.72	\$ 17,744.89	\$ 19,519.38
Estimation shortage/under <i>Note: If there is a shortage, sign ups from this year pay that overage via assessment</i>	\$	3,000				\$ 200	\$ 219.65	\$ 110.35	\$ 376.13	\$ 388.26
							<b>Overage Run total</b>	\$ 3,200	\$ 3,419.33	\$ 3,529.68
								\$ 3,905.81	\$ 4,294.07	
<b>NEXT YEAR FEE</b>										
Expected Members to Sign up <i>Note: Use this as a reference to get to individual household assessment.</i>		69				76	84	92	101	112
Last Year Actual Costs for members signing up (USE AS THE BASE)	\$	12,120	\$ 192			\$ 12,120	\$ 14,665.20	\$ 16,131.72	\$ 17,744.89	\$ 19,519.38
Inflation (+)	\$	242	2.00%			\$ 242	\$ 293	\$ 323	\$ 355	\$ 390
Slush fund to account for any issues and/or big estimate swings (+)	\$	2,666	22%			\$ 2,666	\$ 3,226	\$ 3,549	\$ 3,904	\$ 4,294
<b>TOTAL ESTIMATED COSTS</b>	\$	15,029				\$ 15,029	\$ 18,185	\$ 20,003	\$ 22,004	\$ 24,204
<b>TOTAL ADJUSTED ESTIMATED COSTS PER HOUSEHOLD</b>	\$	239				\$ 239	\$ 239	\$ 239	\$ 239	\$ 239
Household Credit - Carry Over from Previous Year <i>Note: Calculated by overage divided by expected sign ups</i>	\$	43.29	<---One time Credit			\$ 46	\$ 45	\$ 42	\$ 42	\$ 42
<b>TOTAL ADJUSTED ESTIMATED COSTS PER SIGN UP</b>	\$	195				\$ 195	\$ 194	\$ 196	\$ 196	\$ 196
	\$	-				\$ -				
<b>NUMBER OF REQUIRED SIGN UPS</b>										
By Policy we must have \$10,000 in sign up fees per year to continue the program.	\$	10,000				\$ 10,000				
Required Amount needed from sign ups	\$	10,000				\$ 10,000				
Assessment Per Sign up	\$	195				\$ 195				
<b>REQUIRED SIGN UPS</b>		51				51				

- Gary asked about Cameras and Signs to be installed as it was asked in Special Meeting

- Board believes it is not necessary as it is only a deterrent. Same answer was given in Special meeting
- Mike C moved to approve \$195 per member, 51 minimum sign ups, under same contract assumptions as last year
- Sandee seconds
- Approved

#### APPROVAL OF PURCHASE OF NEW MOWER

- Must have a new mower as the existing mower is no longer working well enough to mow golf course
- 3 yr 1200hr warranty
- This mower will be used for golf course, mowing house lawns, etc. – All purpose.
- This is local to Rexburg
- The old tractor will not be used and would have to be stored in the winter
- Gary is looking for approval of 10,948.74 which includes \$1500 (old mower trade in)
- Tryge approves Gary's
- MikeC seconds
- All approved

#### REPORT ON CLUBHOUSE SIDING

- Gary provided original drawings
- Design Intelligence provided initial drawings which board reviewed (\$1200)
- Discussed the width of the siding (14") is different
- Gary brought up using the racquet ball court second floor for more golf shop and the bottom used for storage. For this purpose, we need to add a door when putting on the siding.
- Tryge brought up that the rock bottom that was presented would not hold up long term. Need to ensure it is rock not masonry
- Next step is to get the designs and then get bids
- Will try to get bids prior to the September meeting
- For the September meeting we will present the drawings and bids (if received) with the expectation that a special meeting will be held in June 2020
- Klassen makes a motion for the following design
  - Board and Batten design on top and horizontal on bottom is the design
  - Must be low maintenance – want rock, but must ensure the building bids include high quality.
  - Put in a garage door in the siding to support future vision described above
  - Get more bids once designs complete
- MikeC second
- All approved

#### CLUBHOUSE ROOF UPDATE

- RoofTop Solutions bid \$13K for fixing the roof in August. Gary executed the contract according to the authority from last board meeting.

#### GOLF REPORT

- MikeC has had less problems this year. The returning staff has been great.
- Golf Course is better condition because of punched greens
- Volume as of yesterday – Beer up, golf cars down, green fees up, clubs are flat, service fees down, tennis/pickle ball up – all very similar
- We are working on advertisement
  - o Playhouse – signs in their establishment in trade for sponsor signs on golf course
  - o Sawtelle Mountain resort – Established a Stay and Play (20% off)
  - o Marriott – Devon Beard 208-270-2177 – Tryge has spoke about a golf sponsorship and possibly buying blocks of tee times.
  - o Robins Roost – looking to put a Golf Sign below the Robin Roost sign

#### GOLF COURSE SPRINKLERS

- Gary provided Turf Equipoment & Irrigation bid documents which board reviewed
- We are in year 4 of replacing sprinkler heads. Half of the course is done
- We also need to replace the communication equipment across the 11 boxes.
- Met with Toro
  - o Total
    - Told us that once we do this upgrade, we will be good for 20-25 years
    - We have a total of \$75K in parts to buy. Appx \$25K for Dan and Nate Labor
  - o Next step
    - 18K – replaces 31 heads
    - Appx \$2K-3K in labor
- This funding of \$18K will use all the Golf Surcharge money to date
- After this year we will have appx 70-80K of work to be done. We expect that this will be 4-10 years of completing
- There is little risk – we have spare parts for the old system because we retain those as we replace. MikeC & Gary have done extensive research and discovered we are at minimum risk. Therefore, doing this with surcharge money is the current plan.
- Klassen makes a motion to move forward with the \$18K
- MikeC second
- All approved

#### ELECTIONS

- Told membership about open position.
- Currently, no nominations have come in

#### ANNUAL MEETING

- VOTE ON BUDGET AND ASSESSMENT
- TRASH FEE
- Discussed a Picnic – Tryge will look into catering the event

#### SUMMER MAINTENANCE REPORT

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- 20K budget
  - o Russ was up two weeks ago.
  - o Meadowview has a bigger crack - \$20K to fix it right. Russ said we could lose the road if we do not do this.
  - o Gary said to move forward with this.
- The two top road that was damaged, will be fixed by Russ paid by the boaring company that broke the road
- Russ is fixing the road that he did last year as it has a crack. This is under warranty.
- Cannot seal any roads because we are out of funding.

#### CASH

- We are out of money
- 640K was last year
- 690K right now
  - o 20
  - o Roof 15
  - o Sprinkler 18
  - o Mower 11
  - o Snow equip 10
  - o Total 74K
- Need to come up with 24K to get back to 640K

#### SIGNAGE

- Discussed that we MUST do something with the signs
- Blue Signs are low maintenance, reflective - estimating
- Caughlin makes a motion to build new wood signs with reflective paint to be paid for with 2020 funding
- Klassen seconds it
- 4 approved, Gary abstained

#### TIMBERS WATER CONTRACT

- Separation has settlement that states IPVA will provide Timbers water at a reasonable rate
- Attorney stated that there should have been a separate contract for water – he acknowledged the error
- Attorney said we need a contract that spells out what they get, what we provide
- Contract states
  - o 125 per condo
  - o 3000 for laundry and sprinkler and shop
  - o 5000 for the new club house
  - o Inflationary Adjustment clause
  - o Use the language that if they draw water, this contract is valid as of Oct, 2019
  - o Total amount of money is \$8000
- Timbers has not paid 2500.

- Gary thinks we should reduce the Club House to 2500 and eat the 2500 to be good neighbors. Although, we did allocate \$3500 for our swimming pool and came up with the original 5000 from a reasonable.
- Agreed that MikeC and Gary will continue on contracts, will send contract at the end of the 30 days.
- Agreed that Tryge and MikeK will work on the Timbers relationship including discussing the contract boundaries. Expect to have progress within the 30 days.

#### GENERAL

- Sandra asked that Nate reestablish the weekly IPVA report
- Mike made the point that Gary is spending 30-40 hours a week on IPVA activities.

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