

Skyline Mountain Special Service District

2201 Skyline Mountain Resort

Fairview, Utah 84629

Minutes of public budget/board meeting held December 11th 2015 @ Skyline Mountain Resort Clubhouse, 11860 East Clubhouse Drive, Fairview, Utah 84629

Meeting called to order @ 7:00 PM by Chairman Layne Lundstrom:

PublicBudget/ Board Meeting Notice: Layne Lundstrom stated this meeting meets the public meeting requirements; was posted on Utah Public Notice website and was posted at 11860 East Clubhouse Dr, Fairview, Utah.

Board Members Present: Chairman Layne Lundstrom; Vice Chairman Herb Gilbert; Treasurer Dawayne Coombs; Secretary/Clerk Roy Fox; Board Member Craig Godwin

Public Members Present: Joe Hanks, Ed Collins, Jeremy Fox

Public Budget Hearing: Chairman Layne Lundstrom opened the public budget hearing and then turned time over to Secretary/Clerk Roy Fox. Roy presented the 2016 proposed budget which had been e-mailed earlier to board members for their review prior to this meeting. Request for questions and comments. None were made. Dawayne Coombs motioned to approve the 2016 budget. Herb Gilbert seconded the motion. Motion carried 5-0, approved.

Motion to close public budget hearing: Dawayne Coombs motioned to close the budget hearing, Herb Gilbert seconded the motion. Motion carried 5-0. Hearing closed.

Public Board meeting called to order by Chairman Layne Lundstrom.

Approval of minutes from previous meeting of March 27th, 2015: Previous meeting minutes were sent out by e-mail to all board members and then handed out for review by Craig Godwin. Minutes were read. Roy Fox motioned to approve, seconded by Herb Gilbert. Motion carried 5-0, minutes approved.

Approval of Financials: Documents were e-mailed and handed out to all board members; Ledgers to keep track of money market funds, Bank register, and Profit & Loss for 2015. Secretary/Clerk Roy Fox presented ledgers and asked for questions or comments. A question followed regarding income and expense numbers. Roy clarified that the holding of the meeting in early December before recording of year end expenses along with December income, which wouldn't record until January, would align with

the budget come January 2016. Roy made a motion to approve the financials. Herb Gilbert seconded that motion. Motion carried 5-0. Approved. Roy clarified that the state will accept this annual procedural budget accounting process. With the preceding discussion Dawayne Coombs made a motion to approve the 2015 budget YTD. Motion seconded by Herb Gilbert. Motion carried 5-0. Approved.

Using Express Bill Pay for the payment of water bills by members and any of our internal routine monthly bills: Using this service will further help separate the income funds to the SMSSD from those of SMR. It eliminates those transactions. SMR will still do collections for past due water bills.

Costs: \$1500 for set up of our systems and training. 2.98% billing fee. These costs will be absorbed by the SSD since we are already paying these now in administrative costs and credit card transactions. The net should be some savings and a separation of transactions and a dependable individual accounting process. A motion to move forward in setting up the Express Bill Pay process was made by Roy Fox. Motion seconded by Dawayne Coombs. Motion carried 5-0. Approved

Discussion on projects for next year:

- Replacing 5 old water meters each year. Continuing on that plan keeps us in budget and insures we always have a stable functioning meter system.
- Water tank expansion Upper Mountain. 100,000 gallon tank will allow 50,000 gallons to insure capacity for members use and 50,000 gallons for fire mitigation. Craig to check on availability of matching grants to help accomplish this goal. Previous numbers would suggest the cost of a tank would be about \$1.00 per gallon of storage or \$100,000.
- Metering golf course watering system. There appears to be about a 30% loss of water coming in vs. that going out. Inquire of Doug Shelley to provide a bid for putting a liner in the pond.

Past due accounts: Water will be turned off, but bills will continue.

Water System Update: Jeremy Fox is a licensed/certified water system operator and is handling the day to day needs of our water system. Thanks Jeremy!!!

There needs to be a ditch dug from the overflow station to a pond that needs to be dug, such that it can handle 1 hour of overflow. This would provide enough time to identify a problem and resolve it before it became a flooding problem. Better safe than sorry.

New Business:

- **Operational account debit card:** In this electronic age fewer and fewer places are accepting checks. Day to day operation of the system requires an occasional urgent purchase for repair, etc. A debit card assigned to one person would allow expeditious solutions. Purchases would require a receipt submission. Roy Fox would be the assigned person to have the card and regulate access should the CC# need to be submitted electronically. Herb Gilbert made a motion to approve. Motion seconded by Craig Godwin. Motion carried 5-0. Approved

- **Water feature-water usage:** Much discussion on this topic given questions from members who have observed a water feature on a cabin on the upper mountain. CC&R's prohibit the use of water for outside usage. Use of outside water is not in harmony with the principles of the SMSSD. Several expressed concerns about a precedent being set if allowed. A vote was called for allowing water features. The results were unanimous in the negative.

Motion to close the meeting: Craig Godwin made a motion to close the meeting and adjourn to Executive session. Roy Fox seconded that motion. Motion carried 5-0. Meeting adjourned.

Executive session: 8:45 PM to 9:10 PM

Adjournment: Layne Lundstrom made motion to adjourn the executive session. Motion seconded by Craig Godwin. Session adjourned.