

LPPO Association
Board of Directors Meeting
January 12, 2017

Call to Order

President Tom Clutinger called the meeting to order at 6:20 pm and noted that a quorum had been established.

Roll Call of Attendance

A. Board Members

Tom Clutinger, President
Jon Ickes
Jim Melot
John Oxley, via phone
Jonathan Westlund

B. Others Present

Laura Clutinger, Home Owner
Linda Logan, Home Owner
Laura Melot, Recording Secretary
Sean McCormack, Home Owner
Doug Scott, Treasurer

Agenda

1. Jim Melot made a motion that the minutes from the August 8, 2016 Board of Director's Meeting be approved. John Oxley seconded the motion and it carried unanimously.

2. Treasurer, Doug Scott, presented the LPPO Financial Report and commented the budget is very similar to that of a year ago at this time. He further mentioned we are on track and doing quite well. All expressed appreciation to Doug Scott for his hard work and efforts as Treasurer.

Committee Reports

Fire Safety Committee

John Oxley reported the committee had not heard back from the Community Wildfire Protection Plan (CWPP) with regards to the draft he had previously submitted. After discussion, it was decided John Oxley will resend the draft and Tom Clutinger will follow up with Jen, our liaison with the CWPP.

Road Committee

- A. Snow Plowing Overview of Waldo's Efforts to Date: Tom Clutinger reported it has been "awesome" working with Waldo's entire organization. When needed, they are easy to reach, they respond every time and start plowing within an hour or less of being contacted. Other Board members and home owners also stated that they were very pleased with the job being done by Waldo.

Jim Melot noted that after doing a drive through late at night when plow work is underway many addresses are either buried under snow or otherwise not visible. He indicated the Board may want to consider suggestions for standard locations of address numbers so plow drivers can quickly and correctly identify driveways to be plowed, ie. at an acceptable height, at immediate entrances to the driveways and of a size easily visible.

- B. Review of LPPO/LPDRA Cost Sharing Agreements for Road Maintenance and Snow Plowing: Tom Clutinger explained to the Board the percentage of shared costs of **snow plowing** between LPPO and LPDRA. LPPO pays 100% of snow plowing cost for all roads in the LPPO subdivision. Additionally, LPPO pays 77.016% of the costs for the LPDRA subdivision roads and LPDRA pays 22.984% for their roads.

Tom further indicated LPPO pays 100% of **road maintenance** for the LPPO subdivision roads. In addition, LPPO also pays 54.07% of LPDRA's road maintenance and LPDRA pays 45.93% of the cost of road maintenance for their roads.

- C. Letter of Intent to Waldo and Desert Mountain Corp. for Road Maintenance: Jim Melot reported he had solicited requests for bids to 7 contractors for the planned road maintenance scheduled to take place this May. Waldo Excavation and Desert Mountain Corp were considered to be the lowest responsible bidders. Waldo Excavation had the successful bid for road work and Desert Mountain Corp for road stabilizer.

Jim Melot further indicated that the benefits of sending a Letter of Intent at this time to both companies is to lock in price, schedule and basic scope of work for the summer project. He mentioned this would further allow the road committee to perform a final inspection of the roads once snows melt in early Spring and add additional scope of work as needed to the actual Contracts.

A discussion followed. There was no resolution or motion for approval to send a Letter of Intent. However, Tom Clutinger has subsequently issued direction to proceed with the Letters of Intent.

- D. Capital Road Maintenance Budget: A discussion followed regarding the need to begin planning for capital rehabilitation and budgeting. It was explained routine maintenance takes place under the annual budget with minor rehabilitation (providing/installing new road base) and is different than capital rehabilitation. Capital rehabilitation is the planning and budgeting for work that exceeds the scope/cost of routine, annual maintenance. Its intent is to restore and/or make needed improvements to the road's condition at a future time when standard road maintenance becomes ineffective, scope has been determined and monies have already been budget and set aside. The overall purpose is to avoid the surprise of eventual road failure, poor planning and the substantial impact of a special assessment to owners. The Board agreed to revisit this subject in the Spring.

There was no resolution or motion.

Covenants Committee

- A. Discuss Potential Solutions to Ill-Equipped Vehicles Entering our Roads in the Winter - Focus on Owners' Responsibility for Their "Guests" Actions: A discussion followed regarding problems and possible solutions focusing on all home owners', their visitors and VRBO Property Managers taking responsibility for their guests' becoming stuck and/or blocking road access.

In an informational effort, Laura Clutinger will review the various VRBO websites to check for specific language in their agreements as to equipment that is necessary for safe travels on our roads during the Winter.

The Board agreed that additional documentation is required to identify the circumstances and people involved when vehicles get stuck. The Board encourages all owners, who witness a stuck vehicle on any of our roads, to make a brief note describing the incident and then to please email those details to Tom Clutinger at TClutinger@yahoo.com. Specifically, try to note the Date, Time, Location, Type of Vehicle, 4WD/AWD or 2WD, Condition and Type of Tires or Chains, Length of Delay and if possible address they are staying at.

There was no further resolution or motion.

- B. Determining the Criteria for When Owners Need to Obtain Written Authorization from the Board for Property Improvement Projects: The Board discussed whether or not to determine certain criteria for when Owners need to obtain written authorization from the Board for property improvement projects.

There was no resolution or motion.

New Business

Sean McCormack asked the Board to consider a change in the fee structure for new construction projects. The Board currently collects a \$1,000 refundable impact fee and a \$750 non-refundable deposit.

After discussion, the Board agreed to eliminate the \$750 non-refundable deposit. Jonathan Westlund made a motion to, “do away with the \$750 deposit road fee.” John Ickes seconded the motion and motion carried unanimously.

Jim Melot made a motion to adjourn the meeting at 7:55 pm. The motion was seconded by Jon Ickes and carried unanimously.

Respectfully submitted,
Laura Melot
Secretary