

MOUNTAIN SHADOWS HOA BOARD MEETING MINUTES

Date/Time: October 2, 2019 - 10:00 AM – 12:00 PM

Location: Garden Valley District Library Conference Room

Meeting called by: Alan Seeger

Board Members present:

Alan Seeger, Vice-President

Cherry VanCour, Treasurer

Thor Oden, Director

HOA Members present: Cheri Casey (notetaker), Bob Hammond, Ralph VanPaepegthem, Joe Hofstra, Janet Hofstra, Tony Rangus

Meeting Called to Order at 10:15 am by Alan Seeger.

Approval of Minutes from August 7, 2019 BOD meeting: Cherry moved to approve. Alan seconded.

Approval of Agenda (Alan) – Approval was not requested.

NEW BUSINESS: (10:15-11:00)

1. (Cherry) Review/Discuss proposal for how to deal with identified leaks on homeowner's property:
Cherry presented draft of revised Water Policy. This draft is intended to merge and clarify the current Water Policy and billing information on the website. No additional changes were recommended.
Cheri noted need for new homeowner to learn how to determine their average usage. Bob suggested instructions on how to check for leaks could be posted on web site. There was discussion whether the system could give individual 'usage' reading.
Action: Cherry to check with Jim regarding a document that helps homeowners find leaks on their property and to check on the feasibility of sending an email to each homeowner regarding their water usage total after each meter reading.
2. (Thor) Present proposal for emergency egress to/from Pine Ridge subdivision:
Thor stated that his attorney is working on this proposal. Cherry stated that she has received from Kathy Vaughn a copy of the County recorded 'Quitclaim Deed to Vacate Easement', signed June 18, 2018 (Instrument No. 260201). This Deed is regarding our former Road Easement and Fence Line Maintenance Agreement, signed May 15, 1994 (Instrument No. 151688) located along Rhodes property. The signed Quitclaim Deed to Vacate Easement identifies we no longer have a valid emergency egress.
Action: Keep item on Agenda.
3. (Alan/Cherry) Re-assign Cross-Connect Policy Implementation to Executive Meeting:
Action: Alan will reassign.

4. (Alan) Proposal to send email updates to the membership after regular Board meetings and encourage MSHOA website usage:

There was conversation about the need for the website to be updated.

Action: Alan will communicate with Lance about ideas for updating website. Cherry will introduce them.

OLD BUSINESS: (11:00-12:00)

5. (Cherry) Financial Report:

- There was a question as to whether the HOA received money for the sale of the old rotary phase converter (RPC). Cherry stated the HOA received a \$500 credit on the invoice from Gem Pump for the RPC.
- Cherry noted the Budget Overview reflects the road Repair budget approved at 8/7/19 BOD meeting.
- Balance sheet identifies assets via accounts.
- Cherry presented a Fiscal Year High Level Financial Snap Shot noting that the current approved expenses, not paid out yet, will have reached the total future 2020 income (dues) by the end of the 2019-2020 fiscal year. In other words, for this fiscal year the Association's remaining expense is nearly equal to the income expected for 2020. Cherry reminded the Board of the importance of monitoring income versus expenses. Cherry noted for roads, the funds allocated are less than the funds approved. Cherry noted that Board needs to look at the current HOA Dues amount in light of budget and expenses being so close.
- Cherry presented Job Status report, noting 5 jobs were closed since last BOD meeting, and currently there are 14 open jobs. Between last meeting and this meeting, 38 volunteer hours have been submitted however Cherry believes not all hours have been accounted for. She encouraged volunteers to report their hours. Volunteer hours are tallied each year and reported out at the Annual Meeting to show how much volunteer work has been donated, saving the HOA money.
- Members can request financial reports via the 'Contact Us' on our website, link: <http://mtnshadowshoa.org/contact-us/>

6. (Alan) Architectural Committee Report:

Lots 17-18: Road to foundation is in. Bob asked about 44 Blue Shadow. Homeowner Cheri gave update on pad for shop/RV garage. Plans will be submitted to ACC when completed.

7. Update on Current Action Items:

- (Thor) Update on road patch paving project: Thor reviewed two cost estimates per square foot received. Thor is looking into a third company whose cost per square foot could be significantly less. This company still promising to come.
- (Cherry) Update on manhole/vault leaks: There are 4 manholes/vaults that are leaking. Cherry opened four jobs for these leaks. Ralph volunteered to work on these four jobs. Bob H. offered to accompany for safety oversight.
- (Cherry) Update on repair and painting of well houses: Homeowner, Mark MacGregor, repaired the box that protects a section of exposed pipe at Well House 1, repaired bird damage on the buildings among other repairs, prepped and painted. Both Well Houses look great! Thank you, Mark! There are still other building repair needs at the 3

Booster Stations. Please contact the Board via the 'Contact Us' on our website if you would like to volunteer to help with the repairs. Link:

<http://mtnshadowshoa.org/contact-us/>

PUBLIC COMMENT:

- Well House flow meters. Well House 1 flow meter was tested seems to be operating correctly. Well House 2 flowmeter strainer needs to be cleaned before it can be tested.
- Tony Rangus utilized a chimney sweep company called Idaho Fireplace and Chimney. He dealt with Richie Abromeit, had a good experience and Tony recommends this company.

MEETING ADJOURNED at 12:00 PM.

MOUNTAIN SHADOWS HOME OWNERS ASSOCIATION WATER POLICY

The Mountain Shadows Home Owners Association (MSHOA) Board of Directors (BOD) is responsible for management of the public water system (PWS), including setting water use policy and, if appropriate, determining a fair and equitable rate or fee schedule for water consumption. The Water Policy shall be promulgated in writing and will have the full force and effect of the CC&Rs (Article 3.3c of the CC&Rs signed 8/31/15).

The MSHOA is responsible for the distribution of potable water from the wells to each water meter. The lot owner is responsible for the infrastructure of water distribution from the water meter onto the owner's property.

The Mountain Shadows PWS (ID 4080100) diversion limits applied to the water system design and in accordance with the current water right license (WRL 65-13800) is 274 gallons per day (GPD) per lot, at build-out.

During the 11/1/2017 Board Meeting, it was decided the MSHOA BOD would put in place a Water Use Policy that included a Water Overage Fee by the first meter reading in 2018. The MSHOA BOD determined the water allotment to be 300 gallons per day (GPD) per lot. If/when Mountain Shadows subdivision approaches full build-out, the Board may need to revisit the existing 300 GPD per lot to be in more alignment with the water systems' design of 274 GPD per lot.

This policy is designed to encourage water conservation and to help identify leaks within the PWS.

Water Overage Fee:

For lot owners who own more than 1 lot, the GPD for each lot will be combined as one total within the calculation. Example if a lot owner owns 2 lots, the cumulative GPD allotment is 600 GPD.

All GPD over the allotted GPD will be invoiced as follows:

- 1 – 100 average GPD: \$0.0036 fee for an overage up to the first 100 average GPD.
- 101 – 300 average GPD: \$0.0054 fee for an overage between 101 – 300 average GPD.
- 301+ average GPD: \$0.0100 fee for an overage above 300 average GPD.

The billing is calculated as follows: $\text{Overage GPD} \times \text{Amount} \times \text{Days in Billing Period}$. Example if the meter reading identifies the average GPD over the allotted water share of 524 over a 35-day period. The amount billed will be \$128.80. The calculation is as follows:

- $\text{Overage amount between 1-100 average GPD (100 average GPD overage} \times \$0.0036 \times 35 \text{ days)} = \$12.60.$
- $\text{Overage amount between 101-300 average GPD (200 average GPD overage} \times \$0.0054 \times 35 \text{ days)} = \$37.80.$
- $\text{Overage amount between 301 average GPD and above (224 average GPD overage} \times \$0.0100 \times 35 \text{ days)} = \$78.40.$

All lot owners that exceed their allotted GPD will receive an invoice. Once invoiced, any lot owner may dispute or explain any circumstances that may have caused or contributed to the overage (e.g. unseen leak, etc.) and request the MSHOA Board to review for credit on their invoice. The MSHOA Board will review the information and make a determination for the request on a case-by-case basis. The initial contact with the Board should be via the 'Contact Us' tab on the Mountain Shadows website:

<http://mtnshadowshoa.org/contact-us/>

Formulated 9/2019, Effective Date xx/xx/xxxx

**Mountain Shadows HOA
MSHOA Job Status
August 7, 2019**

Customer	Rep	Note	Job Status	Estimate Total	Start Date	End Date
MSHOA - Internat:A2018-BS3 Generator	RV-	SOW: 1) Clean out generator area to avoid fire danger. 2) Repair gener	In progress	350.00	03/26/2018	
MSHOA - Internat:A2018-MAPPING	JS-	PURPOSE OF JOB: Document the distribution system mapping in phas	In progress		03/26/2018	
MSHOA - Internat:A2018-WellPumpPwrUpgrade	TD-	SOW: Provide options to replace/upgrade the variable frequency drive po	In progress		12/11/2018	09/14/2019
MSHOA - Internat:A2019-\$100 Pre-Approved Acct	CV-	PURPOSE OF JOB: To purchase relays and other type of LOW DOLLAR	In progress	75.90	05/01/2019	
MSHOA - Internat:A2019-Additional Water Sys Activitie	CV-	PURPOSE OF JOB: To capture any MINOR non-PM and non-job specific	In progress	532.63	05/01/2019	
MSHOA - Internat:A2019-LocateWaterConn, Lot 38	RVP	SOW Locate the water connection for Lot 38.	In progress		04/24/2019	
MSHOA - Internat:A2019-Meter Reading	CV-	PURPOSE OF JOB: To periodically read the water meters and these nun	In progress		01/01/2019	
MSHOA - Internat:A2019-PM	CV-	PURPOSE OF JOB: Track and document all scheduled Preventative Ma	In progress	100.00	01/01/2019	
MSHOA - Internat:A2019-Vault 3SR-011		SOW: Vault 3SR-001 is flooded. Need to pump, inspect for leaks and re	In progress		08/01/2019	
MSHOA - Internat:A2019-Vault 3SW-001		SOW Unable to get the lid off vault. Need to remove lid to inspect.	In progress		09/23/2019	
MSHOA - Internat:A2019-Vault 3SW-002		SOW: Vault 3SW-002 is flooded. Need to pump, inspect for leaks and ri	In progress		08/01/2019	
MSHOA - Internat:A2019-Vault 3WP-002	JS-	SOW: Manhole 3WP-002 is flooded. Need to pump to see if there is a le	Closed		08/01/2019	09/07/2019
MSHOA - Internat:A2019-Vault 3WP-004		SOW Vault is flooded, inspect for leaks and repair if necessary	In progress		09/23/2019	
MSHOA - Internat:A2019-WH1&2 Flow Meter Test	BS-	SOW - Test the flow meters at both Well House 1 & 2 to validate if readi	In progress	100.00	06/18/2019	
MSHOA - Internat:A2019-WH1&2FlowMeters	BS-	SOW Flow Meters for both WH 1 & WH2 are not reading correctly. Repl	In progress		05/04/2019	
MSHOA - Internat:E2018-BS1/BS2 Telemetry	RV-	SOW: The red light at BS2 is turning on intermittently. Trouble shoot to	In progress		06/03/2018	
MSHOA - Internat:E2019-Hydrant BS1-018		SOW Water hydrant at BS1 is leaking, identify problem and fix	Closed		09/02/2019	09/23/2019
MSHOA - Internat:E2019-Tank Inspections	CV-	SOW Have George Simpson (Water Master) perform a visual inspection	Closed		05/23/2019	05/31/2019
MSHOA - Internat:E2019-WH1/BS1 Telemetry	RV-	SOW: Transmitter at BS1 is not transmitting to WH1 consistently.	Closed		03/22/2019	03/31/2019