



# TRAVERSE MOUNTAIN MASTER ASSOCIATION

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## *January 19, 2017 Board Minutes*

- 1) The Traverse Mountain Master Association Board of Directors was called to order at 7:08 PM, January 19, 2017, at 4341 N. Crest Ridge Rd., Lehi, UT 84043
  - a) *Roll Call:*
    - i) **Directors: Present:** Karren; Hickman; Morgan
    - ii) **Directors: Absent:** Plewe; Hamilton
    - iii) **Neighborhood Reps: Present:** Brandon Ethington (Crossings at TM); Jeremy Busk (Eagle Summit); Kristen Bagley (Shadow Ridge 1); Angie Parkin (Violetto); Jared Morgan (Chapel Bend 1 & 2).
    - iv) **Neighborhood Reps: Absent:** Bill Ables (Heather Moor); Melanie Cook (Hunter Chase); Ronald Peterson (Harvest Home); Alan Knight (Country Run); Janelle Leatherwood (Chapel Bend 3); Shawna Taylor (Woodhaven); Heather Calley (Shadow Ridge 2); Megan Kennedy (Vista Ridge 1&2); Dacia Holt (Vista Ridge 3&4); Joseph Thomas (Winter Haven); Al Rafati (Cresthaven Townhomes); Scott Rawlins (Cresthaven Apartments Manager)
  - b) *Pledge of Allegiance by Boy Scout Troop 1105 from Harvest Homes*
  - c) *Review of Standing Rules*
  - d) *Approval of Agenda*
    - i) **MOTION:** Karren; **SECOND:** Hickman; *Unanimous approval*
  - e) *Approval of Minutes – Move to approve the Board Minutes for November 16, 2016 with amendment to BA.11.16.01, dues increase of \$9.00 instead \$11.00*
    - i) **MOTION:** Karren; **SECOND:** Morgan; *Unanimous approval*

## **REPORTS AND PRESENTATIONS**

### **1. Presentations / Guests**

- a) Eric Schriever - Multi Serve Insurance, Clubhouse Building Insurance  
Multi Serve has been representing TMMA for over 7 years. Eric has looked into additional insurance needs for renting out the grand hall and having companies such as caterers, decorator's etc. working at the building. Our general building insurance and contract is sufficient for family events, birthday parties and non-revenue driven or sponsored events that are not bringing in outside help. Any companies and business's even non-profit organizations need to add a writer or purchase a special events policy for the date of the event and list TMMA as an additional insured. Limits need to match our insurance limits and Eric can assist in answering questions.
- b) The Board would like to reconvene the Guidelines and Rules Committee and have them address some questions that have now been raised. The current rules state that rooms will NOT be used for personal financial purposes. The reception hall facilities will be reserved for TMMA residents only. The resident must host and

be present at the function to qualify for reservation, which may include persons permanently residing in the home, in good standing and immediate family only. We have had requests from members who live here who want to have cooperate events at the building. Board is open to allowing this but reiterated that there must be no financial gain, no events that charge for attendance or create a profit for the member. The Board would like the rules committee to come up with a higher price that will be charged for such events. Will family events have priority over business events? Specify a maximum number of events that TMMA could sponsor per year. We need to watch our non-profit tax status and only offset our building costs with events.

## 2. General Managers Report –

### a) Town Hall Summary:

- i. Snow plowing for all roads in our community is done by Lehi City. Wade Allred is the streets superintendent. Residents need to call Lehi City if they have concerns on street snow plowing. We do have an issue with cars parking on the street and preventing snow plowing. TMMA sends out violation notices and fines. Residents may also call the Lehi City enforcement officer to ticket cars during the winter. TMMA clears the pathways and sidewalks on the main blvds and around the mailbox structures. Owners are responsible for clearing the sidewalks along their properties.
- ii. The heights of the light poles around the pool are in the process of being lowered and shields have been installed to redirect the light away from the homes below.
- iii. We have reached our rental cap of 10% for the community. No more homes can be rented out. Lease applications will not be approved but be put on a wait list.

### b) Recognizing new resident activities committee and Chairman Andrew Lambert.

- i. The activities budget for 2017 was significantly cut to mitigate the due increase for 2017. The Annual 4<sup>th</sup> of July event was cancelled. 25% of the community enhancement fees collected at the sale of a home goes to the budget for activities. The all resident activities committee will now have more frequent, smaller events and utilize the new clubhouse facility.

### c) Update on Cresthaven Apartments de-annexation from TMMA

- i. Cresthaven apartments pay approximately \$127,000.00 per year to TMMA. The owner of the apartments has offered a buyout of \$800,000 (6-7 years' worth of dues) to de-annex from TMMA. The Board of Directors is in negotiation and has discussed that if a settlement is reached the money would go towards buying down the debt on the loan and possibly a portion to finish the fitness facility.

## 3. Financial Report- Board members reviewed year to date thru 12/31/16

- a) Update on locking rate for clubhouse building loan. Currently the note has a variable rate + prime. We have been hovering around 6.5%. Board will meet with the bank and discuss options for a 3 or 5 year rate lock.

**1. Consent Calendar**

- a) Appointment of Neighborhood Representatives for remainder of term thru 2017
  - i. Kristen Bagley and Amber Almond Hall, Shadow Ridge Phase 1. MOTION: Hickman; SECOND: Karren, Unanimous approval

**2. Board Action Items**

- a) **BA 01.17.01** - Approval of Resolution creating the Nominating Committee and adopting bylaws for the Committee. Nominating committee will solicit volunteers to serve on the Board of Directors and create a slate of candidates to be voted on by the Neighborhood Representatives. Board would like 2-3 candidates per Board seat and will have the nominating committee ensure that each volunteer meets the qualifications to serve on the Board of Directors per the governing documents. MOTION: Morgan; SECOND: Karren; Unanimous Approval.
  - i. Bylaws section 2.1.2; TMMA has reached the trigger point for which 2 Board Members will be voted in by the Neighborhood Representatives and the remaining 3 Board members will still be appointed by the Declarant. Declarant is Mountain Home Development which is owned by Forge Companies.

**3. New Business**

- a) Review details for stricter parking restrictions. Feedback from TMMA attorney on how to proceed with enforcement as approved by the board 11.16.16.
  - i. Attorney approved language as written and we are moving forward with enforcement. Also looked into State law and we are not required to install signage to tow vehicles. The Board would like to put up signage anyway prior to towing.

**4. Old Business**

- a) None

**5. Open Forum: Resident Participation**

- a) Boy Scout Troop 1105
  - a. Are we protected from hackers? Yes, both our management and facility software is protected and backed up on offsite servers. We also have firewalls and protection on our local server.
  - b. Do we have an action plan in case of a natural or other major disaster? TMMA does not have our own neighborhood plan but would rely and fall under Lehi City's. Also any homes abutting the mountains and protected natural open space are built to a higher building code to protect from fire and other natural disasters called the Urban Wildlands Interface Code.
  - c. What is build out for the Master Planned Community? Our community has an approved Area Plan with Lehi city and covers over 2,000 acres. There is entitlement for 5,800 units and we are currently about 50% built out.

**6. Adjournment: 8:32 PM**

- a) MOTION: Hickman; SECOND: Karren; Unanimous approval

**Minutes Prepared: Jenny Hickman****Board Approval:**  
Signature4-20-2017  
Date