Sugar Valley Lakes Homes Association, INC

# *MINUTES* - Board of Directors Meeting

## July 19, 2018 at 6:30 PM – Sugar Valley Club House

## Call to order, Pledge of Allegiance led by Chair Otto and Invocation given by Board member LaPorte.

## Minutes were amended and corrected with motion/second by St.Clair/Lance. Primary correction/amendment was to reinsert rules for jet skis that was omitted from the motion that was passed last meeting. Motion/second to accept amended minutes by Laporte/Jackson.

## MANAGER’S NOTE: by Board action of 1/15/15 jet ski hours were removed (old #9) and #8 restrictions remained to suffice.

## Manager’s Report

We had another safe and fun holiday weekend – July 4th on a WED. That eve/day we had a lot of members and guests who stayed through the following weekend.

We had fewer members and guests who came the weekend before July 4, just a bit busier than a normal weekend. Only 3 at SVL camper lots the whole 10-day period.

The Rural Water District #2 sent letters to gauge interest in expanding services to SVL.

Ice not being delivered as ordered at HV continues to be a problem.

Golf course is looking good. Currently eradicating cut worms.

Had damage to Golf Course by a delinquent teen driver. He was confronted and Sheriff’s report filed. Seeking restitution and criminal trespass charges.

Mowing side roads and other common properties continue.

The large lake dams were mowed on July 4 week. Will be mowed again at Labor Day weekend timeframe.

Swimming pool is now a salt pool. Some issues with keeping the floor dirt free. Water is always kept clear and clean.

Gravel being spread in abundance at HVL.

Water vegetation continues to be a concern – discussion item in new business.

Hired Wayne Goodall to be security guard at HVL. Looking into communication, telephone, radio issues.

Hired Amanda Edgerton to replace the Carrie Sims position.

Hired Renee Gilsum to be new SVL Club House Manager

Kathy McHorse left as HVL Club House Manager

Hired Janet Olson to be HVL Club House Manager.

In the first 30 days of records we had 90 pumps (ave 4.5 per day) still averaging 8 pumps per week day.

Trained back-up driver.

Continuing ‘Manager’s Blog’ series.

Had manager’s ‘Listening Session’ at SV on July 17.

Discovered that SVL/HVL can’t benefit from a 501 - C - 3 entity.

Revamped/increased snack bar item pricing to better match local prices.

Received Dam Safety Inspection Reports for Dams #1 (Main Lake) and 4 (3 Acre Lake).

There are a few items stating need for immediate action.

Linn County Tax Foreclosure sale was July 13.

SVL and HVL Foreclosures to be completed in August.

## Committee reports: Recreation, Publicity, Audit, Beautification, Architecture - no reports.

## Old Business – none

## New Business:

## FIRST Reading: To Consider 2019 Fines and Fees. Morrell talked about need for tools to enforce covenants and rules and is suggesting a fee and fine schedule. This was the first reading for proposed changes commencing beginning 2019. Board may take 2 or more readings before voting on a motion.

**Fines for Code Violations**

**PREAMBLE:** Article III, Section 1. n. of the Sugar Valley Lakes Homes ASSC. INC, states that the Association may prosecute by law or in equity (other remedies; often monetary) to prevent or address a violation or to account for damages.

With that authorization the following fines or penalties are imposed by the Association Board of Directors for immediate action or after a reasonable amount of time is given to address the violation to the satisfaction of the Association manager or his/her designee.

$1,000 per day: Having a living unit or other structure constructed or existing on a lot that is in violation of any Association Code, including but not limited to space restrictions, misuse of space, misplacement of structures, size metrics, property location metrics, and so on.

$750 per day: Having structures or other materials on the property that are explicitly not allowed or not properly located or warranted by pertinent Association code, including but not limited to portable out-houses, vehicles, trailers, cabins, sheds, shelters, prohibited signs and so on.

$500 per incident Any other Association, County or Kansas code violation not generally or specifically cited in this document.

Driver/operator/owner fines for violations occurring on Association roads, side roads, lakes, common property and other areas where vehicles or vessels may traverse or be parked or stored.

$100 Traffic or operator/owner offense, first time

$200 Traffic or operator/owner offense, second offense in a 365-day period

$300 Traffic or operator/owner offense, third offense in a 365-day period

$400 Traffic or operator/owner offense, four or more offenses in a 365-day period - driving privileges are suspended

$1000 Driving on Association roads or properties while suspended by the Association

## \*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*

## 

## FIRST Reading: To Consider 2019 Privacy Policy. Morrell talked about the need for a privacy policy so members know how their information is managed and employees know how to manage the member data. This was the first reading for proposed changes commencing beginning 2019. Board is expected to vote on a motion in the August meeting.

**Privacy Policy of Sugar Valley Lakes Homes ASSOC, INC**

**PREAMBLE: Association employees need guidelines on how to handle member information. Association members have a right to know how their information is being used from a privacy perspective.**

1. Sugar Valley Lakes Homes ASSOC, INC will, for the purposes of this policy, be referred to as ‘the Association’.
2. Information that is acquired in any manner, once acquired; becomes the property of the Association.
3. Information may be recorded in many forms. Hard copy records, electronic records, photos, audio records, and videos may be considered records, but it is not limited to this list.
4. Records involving property or personal rights may also be subject to local, county, state or federal governmental policies and laws. Records laws or policies for these governmental agencies override Association policies.
5. Generally, information collected, kept or otherwise recorded by the Association is not ‘privacy protected’ and thus is generally available upon request to anyone or any entity.
6. The Association Manager, under the auspices of the Board of Directors, may deny any request when it is deemed to be not in the best interest of the Association.
7. The Association may set in advance a fee structure and receive payment in advance for the cost of labor and materials to fulfill a request for records.
8. The cost to assemble and deliver records in a requested format may or may not be readily available. Thus, the Association reserves the right to deny records requests due to lack of technical resources to produce the records or for any other reason deemed valid by the Association Manager, under the auspices of the Board of Directors.
9. Generally, members do not have the right to have the Association restrict release of records to requestors. However, the Association Manager may restrict access to records when it is deemed to be in the best interest of the Association and its member or members.
10. Any appeal for variance regarding this policy may be appealed to the Chairman of Board of Directors and will be considered by the Board at the next appropriate meeting. The appeal must be reduced to writing and that writing will be the sole source of information upon which the Board will make their appeal decision. Hence, there will be no in-person plea or hearing.

## \*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*

## 

## FIRST Reading: To Consider 2019 Camper Fees. Morrell talked about the need to raise camper fees as Association rates are well below area peers. Adjusted rates were benchmarked to be a bit below prices found in the Fort Scott area.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **SITE** | **AMENITIES** | **CURRENT** | **PROPOSED RENT** | **PROPOSED RENT** |
|  |  | **RENT Per Night** | **Per Night** | **High Demand Weekend** |
|  |  |  |  |  |
|  |  |  |  |  |
| Camp Site #01 | H2O and ELECTR | $13 | $15 | $20 |
| Camp Site #02 | ELECT | $11 | $13 | $20 |
| SV Camp Site #03 | H2O and ELECTR | $13 | $15 | $20 |
| SV Camp Site #04 | H2O and ELECTR | $13 | $20 | $25 |
| SV Camp Site #05 | H2O and ELECTR | $13 | $20 | $25 |
| SV Camp Site #06 | H2O and ELECTR and SEWAGE | $16 | $25 | $30 |
| SV Camp Site #07 | H2O and ELECTR and SEWAGE | $16 | $25 | $30 |
| SV Camp Site #08 | H2O and ELECTR and SEWAGE | $16 | $25 | $30 |
| SV Camp Site #09 | H2O and ELECTR | $13 | $15 | $20 |
| SV Camp Site #10 | H2O and ELECTR | $13 | $15 | $20 |
| SV Camp Site #11 | H2O and ELECTR | $13 | $15 | $20 |
| SV Camp Site #12 | H2O and ELECTR | $13 | $20 | $25 |
| SV Camp Site #13 | H2O and ELECTR | $13 | $20 | $25 |
| SV Camp Site #14 | H2O and ELECTR | $13 | $20 | $25 |
| SV Camp Site #15 | H2O and ELECTR | $13 | $20 | $25 |
| SV Camp Site #16 | H2O and ELECTR | $13 | $20 | $25 |
| SV Camp Site #17 | H2O and ELECTR | $13 | $20 | $25 |
|  |  |  |  |  |
|  |  |  |  |  |
| HV Camp Site #01 | ELECTR | $11 | $15 | $20 |
| HV Camp Site #02 | H2O and ELECTR | $13 | $15 | $20 |
| HV Camp Site #03 | H2O | $11 | $13 | $15 |
| HV Camp Site #04 | H2O and ELECTR | $13 | $15 | $20 |
| HV Camp Site #05 | ELECTR | $11 | $13 | $15 |
| HV Camp Site #06 | ELECTR | $11 | $13 | $15 |
| HV Camp Site #07 | None-open area | $8 | $10 | $10 |

## MOTION: F&M Corporate Authorization Resolution.

So moved, the Board approves F & M Bank’s, ‘Corporate Authorization Resolution’ document as presented.

BACKGROUND INFORMATION:

F & M Bank wishes to have a document that expresses the wishes of Sugar Valley Lakes Homes ASSOC, INC as it relates to conducting banking business. The document sets out who is granted powers to conduct specific business operations transactions with F & M Bank.

## Motion/second by LaPorte/Jackson

## \*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*

## 

## DISCUSSION: Lake Vegetation Overgrowth Problem. After lengthly discussion Morrell was charged with contacting USDA and KSU for assistance.

1. **Open Forum.** Various budget and covenant issues were discussed and addressed.

## Executive Session as authorized by conditions set forth in KSA 58-4612­­­­­­­­­­­­­­­

## Adjourned at 8:33 PM.