

Board Members	Officers	Areas of Responsibility	Representing your Neighborhood	ATTENDANCE
Barry Clarkson	President	Communications, Fuel, Legal, Recreation, Water Chair	Lower Ranch	PRESENT
Kurt Jacobsen	Vice-President	Agriculture Chair, Headquarters, Cabin Renovations	Crawford East	PRESENT
Kathy Pierce	Secretary	Agriculture, Cabins (lower), Reservations	Johnnie Brown	PRESENT
Joe Bosze	Treasurer	Cabins (upper), Equipment Maintenance	Crawford West	PRESENT
John Harris		Fire Protection, Public Safety, Roads	Meadow Cyn / Pipeline	ABSENT
Mike McNichols		Agriculture, Cabin Renovations, Water	Lower Slide	PRESENT
Larry Clarkson		Equipment Operations, Recreation, Wildlife	Upper Slide	PRESENT

## DSROA Board of Directors Meeting

### Friday, November 13, 2020 – via Zoom Video Conference

An executive session was held prior to this meeting

#### 1. Welcome/Prayer/Roll Call

- 1.1. The Board and Members were welcomed by Association President, Barry Clarkson. A prayer was offered previously in the executive session by Mariah Wheeler.
- 1.2. Roll call was conducted:
  - The following Board Members were present in person: Barry Clarkson, Kathy Pierce, Larry Clarkson, Kurt Jacobsen, Joe Bosze, Mike McNichols.
  - Others present by video conference: Dale Clarkson (Lot 166), Candy Bosze (Lot 107), Jeff Collins (Lot 121), Vance Green (Lot 155/156), Brent Fullmer (117), Clint & Denae Curtis (Lot 2), Bob Becker (Lot 4), Tom & Renee Galvas (Lot 36), Cindi Olsen (Lot 17), Bruce Wrangell, Sally Miller (Lot 87), Scott Koller (Lot 15), Karen Frei (Lot 12/13), Kurt Jacobsen (*Property Manager*) and Mariah Wheeler (*Office Administrator*).
  - Board Member(s) not present: John Harris

#### 2. Presentation and Approval of Minutes – Kathy Pierce, Board Secretary

- 2.1. The Board Meeting Minutes from the October 2020 meeting were prepared and presented to the Board by email prior to the meeting. Kathy Pierce motioned to accept the meeting minutes. The motion passed unanimously.

#### 3. Treasurer Report – Joe Bosze, Board Treasurer

- 3.1. It was reported that 97% of association dues had been collected. The bank account balances as follows: \$77,500 operating checking, \$59,018 operating savings, \$4,200 special savings. It was also noted that there has been significant savings in the following budget areas: Fuel, Laundry and Propane. Finally noted was the increase in cabin reservation revenue from the budgeted goal amount of \$14k to the currently received \$18,182.

#### 4. Office Report – Mariah Wheeler, DSROA Office Administrator

- 4.1. It was reported that DSROA has seen several new members this year, totaling close to 30. Reservation are winding down and have been successful this year with an increase in revenue. The reservation nightly rate is very efficient and with the added upgrade to the process by offering a secure credit card link payment option, eliminating the need for credit card information exchange.
- 4.2. 2021 Budget – Barry Clarkson inquired on what was needed to prepare the 2021 budget. Mariah Wheeler stated she needs only a list of special projects information from each Board Member. Submissions will be entered into a final budget request to be reviewed at the January 2021 meeting. Mariah Wheeler will send out a form for the Board to use to submit their requests. The Board unanimously supported this action.

#### 5. Property Manager Report – Kurt Jacobsen, Jacobsen Management, LLC

- 5.1. Kurt Jacobsen commented on the following items:
  - 5.1.1. Cabins 1, 2, 3, 4, 9 and 10 have all been closed and winterized for the season.
  - 5.1.2. Upper Cabin Water System – is near completion with a few loose ends to finalize within the coming week.
  - 5.1.3. J-Station has been closed and winterized for the season. The repair has been made.
  - 5.1.4. Cattle Water Trough Project – is now complete. There is a leak near the manifold box that needs repair, but is otherwise winterized.
  - 5.1.5. Firewood – Larry Clarkson provided a lot of lumber from a lot he was working on. Kurt Jacobsen will continue processing it.
  - 5.1.6. Questions – Barry Clarkson inquired on the Hunt Cattle Contract End of Year Festivities. Kurt Jacobsen responded that the cattle have left the ranch minus a few missing head. The festivities were very enjoyable. Barry Clarkson inquired on the cabin condition following their stay. Kurt Jacobsen noted that the cabins were clean; Tammy Hunt

cleans them all so well; the party did not utilize ranch supplies. It was noted that the window screens were still waiting for pick up in St George.

**6. Review of DSR systems/procedures development – Barry Clarkson**

- 6.1. Barry Clarkson noted his appreciation for the work accomplished by Jacobsen Management in behalf of DSR. Barry Clarkson noted that several members had brought to his attention some concerns regarding the Property Manager not completing projects. Barry Clarkson shared several concerns, as the Board continues to utilize a property manager, including: to not run him thin by requiring too much; coming up with a solution to slow the sidetracking of other projects; and providing a better system for assisting the Property Manager with knowing which projects are within their responsibilities and which are not. A specific concern was discussed regarding the unfinished deck of Cabin 7 would be a property manager responsibility as the cattle water system would not be his responsibility. In the discussion on Cabin 7, Barry Clarkson asked that Kathy Pierce provide a status of completion for Cabin 7. Kathy Pierce highlighted a few items that needed completion, including those brought to her attention by members and others that she was aware of. Kurt Jacobsen responded noting that following the annual meeting, his intentions to accomplish projects on the list were sidetracked due to the cattle water trough project, then the upper water system project. Kurt Jacobsen noted that he would be finishing the deck he had volunteered for and requested that Kathy Pierce and Scott Koller finish the other projects. Barry Clarkson stated that Kurt Jacobsen was over Cabin Renovations and shouldn't be considered a volunteer at this time.
- 6.2. Board Committee involvement – Barry Clarkson noted that he would like to see continued involvement of the Board committees over the areas of responsibility and the Property Management Company. Barry Clarkson noted that in regard to water projects, the half-moon well project, being pressured to be accomplished by Brad Hunt, should not be moving forward until all of the information is presented. Kurt Jacobsen noted he had put Brad Hunt on hold. Kurt Jacobsen reiterated his support of costing out projects and track expenses. He also noted that he needs more time to understand the NRCS project procedures.
- 6.3. Property Management Contract – Barry Clarkson offered a renewal of the Property Management Contract and offered to allow Jacobsen Management to review the offer and provide an answer to the offer by the next meeting. Barry Clarkson noted he looks forward to focusing on moving forward with the new systems, such as the google docs efforts and expenditure approval procedures. Kurt Jacobsen answered with a review of the purpose of the hiring of Jacobsen Management, which included the purposes as follows: isolating problems and implementing procedures to facilitate the elimination of the past turn over problem; provide a bridge between boots and Board to assist in the realistic expectations of getting jobs done. Kurt Jacobsen also noted that on the Upper cabin Water system project particularly, it became a priority to fix due to the continued failed water tests the upper system was receiving due to the sun exposed pipes. This was noted as an example of accomplishing those goals. Barry Clarkson added that Kurt Jacobsen was to put systems in place, noting that those systems need to now be worked, such as the google docs. Kurt Jacobsen noted he would like to have a phone call conversation with Barry Clarkson prior to accepting an extended contract.
- 6.4. Questions – Cindi Olsen inquired on a comment by Barry Clarkson regarding the Board Committee involvement regarding Cabin Reservations. Cindi Olsen noted her involvement in the weekly meeting and process and inquired if there was information that the current Board Member Representative felt she was not receiving. It was determined that there was not further information needed. Barry Clarkson concluded that Board Member Representatives need to be involved and involve themselves in their areas of responsibility as it relates to the new systems being created by Kurt Jacobsen.

**7. Approval of Ballot submission to members re: Raising of Association Dues – Barry Clarkson**

- 7.1. A brief discussion was held wherein the question was raised whether a list of potential future projects should be made in the document prepared by the committee lead by Mariah Wheeler. It was decided that further including lists of documents would "muddy the waters" and possibly make promises that may not be fulfilled due to unforeseen circumstances. Barry Clarkson proposed the informative pamphlet and ballot be sent out to the membership to receive their votes, which would be due by December 4. Mariah Wheeler would count the ballots and report them to the Board. The Board will then make their vote immediately to allow for time for billing of the 2021 Annual Association Dues. The Board unanimously supported the action.

**8. Update on Fence Project at Podunk – Kathy Pierce**

- 8.1. Kathy Pierce reported that she has been working with Alan Bates who will be providing a new map for the upper and lower fencing allotments, including color coding and identification of whom the responsible agricultural party is for each allotment, including private ownership. Mr. Bates will provide that information as soon as possible, in order to facilitate a meeting in January by all of the agricultural parties involved to discover responsibilities. Mr. Bates noted that he would be willing to provide 50 posts and wire to repair the current fence and more supplies can be received.

**9. Cabin use after closure by Cowboys – Joe Bosze**

- 9.1. Joe Bosze expressed his concern regarding the Doug Hunt Cattle Contract cowboys coming into the cabins following their winterization. This concern was raised following a conversation Joe Bosze had with Brent Fullmer and Kurt Jacobsen. Joe Bosze noted that he would like to see the cowboys bring their own campers instead of utilizing cabins that should be closed down for the winter. Kurt Jacobsen responded that the cowboys brought heaters this year and didn't use any of the

ranch supplies. They also helped with a few projects around the ranch. However, Kurt Jacobsen noted that following his experience this year that were negative, he will not leave the cabins open for the cowboys in the future.

**10. Member, Clint Curtis, Offer to purchase DSROA Lot 1**

10.1. Current owners of DSROA Lot 2, Clint and Denae Curtis, presented an offer to purchase Lot 1. Their interest lies in the water system on Lot 1 in which their cabin and the neighboring lot cabin (Lot 3 – Byron Averett) are fully supported by. In the prepared statement, Mr. Curtis demonstrated his concern regarding the potential contamination of their primary water source. Mr. Curtis asked the Board to consider his offer, but if the offer were to be declined, Mr. Curtis requested that the Board provide a written agreement that the black water line not be compromised. (A copy of the statement is included at the end of these minutes.) Barry Clarkson responded that this lot has been common ground since the beginning of the ranch and that he feels there is no reason to sell. Bob Becker (Podunk neighborhood) noted that Lot 1 has been an integral part of Podunk and he would like to see it maintained as is, but if it were to be sold, it be sold to Mr. Curtis. Kathy Pierce noted she is not in favor of selling Lot 1 as there has been use by the Podunk community, but that if it were to be sold, it be sold to Mr. Curtis. Kathy Pierce noted that she was pleased to hear that if purchased, Mr. Curtis would allow continued access to the gravel pit as well as access to Lot 1 for repairs/maintenance on the spring system that services many lots in Johnnie Brown. Kurt Jacobsen inquired on the comment made in Mr. Curtis statement regarding the lot potentially being sold to the “highest bidder”. Mr. Curtis responded that through his conversations with with area representative, Kathy Pierce, he had understood that there may be a highest bidder scenario, but that he had also observed that Dale Clarkson had recently sent people out to look at Lot 1 with an interest in it, and Mr. Curtis was concerned that their water supply could be in jeopardy if someone purchased the lot. Kathy Pierce commented that she was concerned that by Mr. Curtis putting out an offer to buy the property that it could open a can of worms, by potentially opening up the idea that the lot be sold and offered to the highest bidder. Barry Clarkson noted that in fact, should the Board decide to sell the lot, it would have to be offered to everyone as part of the Boards fiduciary responsibility. Joe Bosze commented that since he bought his lot in 1978 (purchased from Val Cram – previously noted to be Mr. Curtis father-in-law), that he purchased on the premise that there were 5 unimproved areas of the ranch open to the public. Joe Bosze further noted he was not in favor of selling Lot 1. Mike McNichols noted that with his relatively new member status, having purchased from Dale Clarkson, that he was glad that DSROA owned Lot 1 and other common lots. However, Mike McNichols felt it was critical to consider the interest in the water system servicing the cabins of Lot 2 and 3 and that the Board should take a vested interest in protecting them in the behalf of Mr. Curtis and Mr. Averett. It was concluded by Barry Clarkson that protective elements would need to be discussed by the Board at a future date.

**11. Brief report of area of responsibility, by each Board Member –**

- 11.1. Barry Clarkson – Nothing further than had been previously discussed.
- 11.2. Kurt Jacobsen – Nothing further than had been discussed.
- 11.3. Kathy Pierce – Nothing further than had been previously discussed.
- 11.4. John Harris – Not present.
- 11.5. Larry Clarkson – Nothing further than had been previously discussed.
- 11.6. Joe Bosze – Nothing further than had been previously discussed.
- 11.7. Mike McNichols – Nothing further than had been previously discussed.

**12. Adjournment** – The meeting was adjourned by Barry Clarkson with the next regular meeting to be held by ZOOM video conference, Friday, January 15 at 4:00pm. An executive session will be held prior to the regular meeting, at 3:30pm.

DocuSigned by:

*Kathy Pierce*

12/11/2020 | 9:37 AM MST

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Kathy Pierce, DSROA Secretary

DSROA Board of Directors:mw