

TIMBERLINE SPECIAL SERVICE DISTRICT

BOARD MEETING

Kimball Junction Library

Summit County Utah

October 1, 2024

Board Members:

Logan Jones, Chair Person

Stuart Stein, Vice Chair

Eric Ghanem, Treasurer

Elizabeth Doshier

Christoph Gorder, Roads Manager

Stephen Meinhold

Kris Smith

Guest(s):

Excused:

Location: Virtual meeting via Teams

The meeting was called to order at 6:14 p.m. The board confirmed that they had a quorum and proceeded with roll call.

Item #3 Public Input Discussion

Kris Smith inquired if the PSA he sent was received, with Christoph confirming its receipt via email. Kris offered to manage certain areas that required maintenance, emphasizing he

would handle outreach and perform clearing tasks with Stephen Meinhold during snow stake installations. The board discussed vegetation clearing at critical blind spots and intersections, particularly Ponderosa and Cedar Way, with Kris agreeing to address these.

Item #4 Treasurer Position Discussion

The board addressed the upcoming vacancy in the treasurer position following Eric's resignation. The members acknowledged Eric's significant contribution over his term. Elizabeth and Stephen Meinhold noted that while the structure created by Eric was strong, a replacement was essential. Christoph expressed reluctance to let Eric step down but acknowledged his decision. The board considered potential candidates and strategies, concluding that public outreach for new board members was necessary.

MOTION:

- **Motion to elect Elizabeth as interim treasurer.**
- **Seconded by Christoph Gorder.**
- **Vote: Unanimous approval.**

Credit Card and Financial Oversight

Eric elaborated on past attempts to secure a credit card for smoother financial operations. The board agreed on the necessity of credit cards, proposing limitations on transactions to \$500 per purchase and \$2,000 monthly. Carol, who managed finances, would oversee these cards to streamline processes and avoid personal reimbursements.

Item #5 Budget Preparation for 2025

Eric presented two budget options: one with a 13.1% increase to include summer help and one without summer help. Stephen Meinhold supported the increase, stressing the necessity due to declining volunteer participation and increased outsourced labor needs. Christoph agreed, emphasizing the need for a clear long-term vision to gather community support. The budget with the increase included \$12,000 for a road manager and additional savings for equipment.

Eric highlighted the challenges of board management, referencing issues with SSDs (Special Service Districts). He noted that while some SSDs functioned efficiently, others required more active involvement. He expressed those efforts had been made to shift responsibilities to other members, yet balancing the workload remained a concern.

The board conducted an informal poll during the work session, with the consensus leaning in favor, though no formal vote was recorded at this stage.

Key Points Recap:

- **Management and Delegation Challenges:** Eric highlighted ongoing difficulties balancing board responsibilities, emphasizing a need for strategic support.
- **Budget Options:** Two budget proposals were discussed, with one including a 13.1% increase deemed necessary for sustainability.
- **Financial Risks Without Increase:** Eric noted potential issues with dropping below a \$30,000 reserve, which would complicate payroll and emergency repairs.
- **Contingency Funds:** A \$10,000 liability reserve was identified as essential.
- **Big Blue:** Maintenance and fuel adjustments
- **Need for Salaried Roles:** Declining volunteerism prompted a discussion on securing paid management positions to ensure operational continuity.
- **Cost of Management Services:** The cost for year-round and seasonal management was estimated at \$45,000–\$55,000, equating to an extra \$500 per resident.
- **Possible Shared Staffing:** Sharing an employee with another SSD was suggested as a potential cost-saving measure.

Skid Steer Purchase

The board reviewed the timing and financing of purchasing a skid steer. Eric noted that securing this equipment soon was advisable due to current market conditions and potential supply chain issues. The \$88,328 purchase was estimated with a first payment due in November under a five-year loan plan.

Plow Truck Sale

The board agreed to proceed with selling the old plow truck, recognizing it as a liability with minimal value beyond its parts. Stephen suggested marketing it within the community or on platforms like KSL.com. The board agreed with unanimous support.

Insurance Policy Management

The board discussed reviewing insurance policies for coverage on equipment and liability, emphasizing the importance of keeping comprehensive and updated records. Eric confirmed Carol's capability in handling these policies but noted specific decisions were needed regarding asset coverage.

Community Property Strategy

Stephen Meinhold would like to propose to TLOA converting designated lots into common areas to reduce tax liability, suggesting one of the lots to be used for storage as a viable option. Elizabeth and Stephen discussed potential costs and implications, with Stephen emphasizing that once a property is designated a common area, it becomes a lasting community space. The proposal aimed to provide a strategic financial benefit by lowering tax obligations while serving the neighborhood's long-term needs. This strategy would also align the TSSD's property lease saving of \$11,000 with long-term plans for community benefits.

Item #6 Final Budget Considerations

The board discussed detailed budget categories, including savings strategies, future labor needs, credit cards for employees for fuel and equipment maintenance. Suggestions were made to explore high-yield accounts for surplus operation funds to maximize returns by transferring the surplus to a high-yield account for potential \$3,000 annual interest gains.

The board concluded, acknowledging Eric's hard work on the budget and financial structuring.

MOTION:

- **Motion to adjourn the meeting.**
- **Seconded by Christoph Gorder.**
- **Vote: Unanimous approval.**

The Timberline Special Service District meeting adjourned at 7:40 pm.