



SCOTT LAKE MAINTENANCE COMPANY

BOARD OF TRUSTEES

December 19, 2024

6 pm – 8 pm

Zoom and in the Community Center

Called to Order at 6:02 pm

Roll Call – Board of Trustees Present:

- Eric Riffe • Judy Zygar • Tom Culleton • Mike Pierce • Jim Johnson • Julie Orcutt
- Sarah White (online)

Board of Trustee Absent:

- Theresa Parsons (excused) • Jeff Curry

Pledge of Allegiance

SLMC Member Comments and Board Responses – 30 minutes, 3 minutes per member to speak.

Adoption of Agenda:

President

MOTION: Jim Johnson moved, and Julie Orcutt seconded, to adopt the agenda and remove the plant containing chemical equipment from it. The motion passed unanimously.

Minutes Approval:

President

MOTION: Julie Orcutt moved, and Judy Zygar seconded that the minutes be approved as presented. The motion passed unanimously.

Old Business:

- **Park Camera Policy & Procedure Update – Jim**

At our last meeting, the committee finalized the camera policy and procedures and added a request form that must be filled out when someone wants/needs a copy of footage from the cameras.

MOTION: Jim Johnson moved, and Mike Pierce seconded to approve the Scott Lake Community Security Cameral Policy and Camera Footage Request Form. The motion passed unanimously.

New Business:

- **Men and Women's Bathrooms – Eric**

We allotted \$47,850.60 for the flooring to be completed, as that was one of the lowest quotes. When reviewing the bid, it was noted that there were two different floorings,

which lowered the quote by \$19,295.71. We got three quotes for remodeling the bathrooms at the community center to make them ADA-accessible. Two of the companies submitted bids. In the men's room, they would remove the platform, remove one urinal, and install ADA partition walls and ADA-compliant toilets. In the women's bathroom, they would make the ADA accessible, install ADA partition walls, and an ADA-compliant toilet. The sinks will be changed out in both restrooms.

MOTION: Eric Riffe moved, and Julie Orcutt seconded to have American Plumbing Contractors remodel the bathrooms at the community center in the amount of \$19,737.68 and to approve an additional \$3,000.00 to cover incidental overages that might occur. These funds will come from money that was set aside for consultant fees. The motion passed unanimously.

- **Secure Storage for Events Committee – Sarah**

The Events Committee currently stores items purchased for events in a room that community members can access when renting the community center. Since the doors to this storage area are not locked, we would like to obtain lockable storage containers or explore options for securing the room. Penny will look for possible lockable storage containers.

Committee Reports:

- **Events Committee – Sarah**

Photos with Santa:

This year, we were lucky to have Mrs. Claus join us, and about 120 people came out to celebrate the event!

Battle of the Lights – Sarah

The Battle of the Lights will be held on December 20th. No sign-up is required, but all participants' lights must be turned on by 7 p.m. Members of the Events Committee will be the judges, and gift cards will be issued to the first, second, and third-place winners, which will be announced on Saturday.

- **Water Committee – Eric**

Master Meters will hold training on January 7th and 8th next year for the new radio-read meters and software. Currently, we have 300 radio-read meters installed. Additionally, our existing insurance coverage is insufficient for our water equipment and plant. Theresa is reaching out to other HOAs and water companies to see who they use.

- **Finance – Judy Zygar:**

As of December 18th, our investment account stands at \$1,875,477.41. The SLMC Water Company has \$1,616,079.96 in its Reserve Investment account and \$39,433.48 in an Investment Operating Fund. The SLMC HOA holds \$219,963.96 in its Reserve Account.

- **Compliance – Jim Johnson:**
No new complaints have been submitted.
- **Communications – Julie Orcutt:**
Will begin putting together the Social Media/Communication Policy and Procedures.
- **Governance – Mike Pierce:**
No report at this time as the committee has not met due to people being out of town.
- **Parks & Rec – Jim Johnson:**
We've rescheduled our January 1st meeting to January 8th and moved our meetings back to 6 p.m.

Adjournment: 7:30 pm