



## SCOTT LAKE MAINTENANCE COMPANY

### BOARD OF TRUSTEES

January 15, 2026

6 pm – 8 pm

Zoom and in the Community Center

Called to Order at 6:00 pm

Roll Call – Board of Trustees Present:

- Eric Riffe • Tom Culleton • Theresa Parsons • Judy Zygar • Jim Johnson • Julie Orcutt
- Tom Friedrich

#### Pledge of Allegiance

#### Adoption of Agenda:

President

**MOTION:** Jim Johnson moved, and Tom Culleton seconded to approve the agenda as presented. The motion passed unanimously.

#### Minutes Approval:

President

**MOTION:** Theresa moved, and Theresa Parsons seconded, to approve the minutes as amended. The motion passed unanimously.

The motion for a new board member should read: Julie Orcutt moved, Theresa Parsons seconded to appoint Tom Friedrich to fill one of the vacant trustee positions.

I'd like to clarify that EIDorado is where our customer information, assessments are due, and payments are input, but Intuity is where our customers pay.

To add the following verbiage to the Gray & Osborne strategy plan motion that was already passed: with a \$5,000 contingency that authorizes the water committee to utilize as they see fit to create these standards and will keep the board posted on anything we authorize them to do above and beyond the proposal.

#### Old Business:

#### WUCIOA Resolution – Eric

- Meeting schedules posted 5.1.1 Schedule of regular meetings – What is the requirement? Did it get left out or is it not a requirement?
- Electronic Notice – What does this look like? What do they believe we need from the community to agree to send notices electronically? We have materials posted here, in the newsletter, and on the website. Does that suffice?
- Collection Policies, Late Charges, Litigation, and Liens – This section is primarily directed towards HOAs, but since we are an HOA with a water system, our rules don't quite align with this. A utility like our water system has a bit more flexibility, as it doesn't specify procedures for disconnecting someone's water service. However, it does discuss litigation and liens. How do these aspects fit into the process outlined in the collection policy?

- Need to have questions answered by the attorney to create a policy that aligns better with our entire holdings.
- We'll set up a meeting and have a question-and-answer session with the attorney to get clarification on the resolution.

### **Eldorado Update - Theresa**

Everyone should have received their first bill generated by the new billing software, El Dorado. For the most part, all the information is accurate and easy to read. However, a few accounts still need some cleanup. If anyone has questions or notices any inaccuracies, please contact Penny in the office, and she will address them.

You can sign up on the portal to make your payments; it's quite straightforward. Penny has assisted several people who encountered difficulties, and overall, the transition to the new system has gone smoothly. We encourage you to set up a portal account if you're comfortable, as it allows you to view your invoices and monitor your water usage.

You can still receive a paper invoice and pay by check, depending on what you're comfortable with. If you need help setting up your account, please call the office or stop by, and Penny will be happy to assist you. You can continue to pay at the office or mail in a check, but please do not bring cash.

A big thank you to Penny for her hard work with the data entry, as well as to Judy and myself. We've had numerous meetings with different software providers to ensure everything runs smoothly.

### **Late Fees – Judy**

During the transition between billing companies, we waived late fees until January. However, we discovered that when we switched billing software, the site addresses were mistakenly switched among properties for those who owned multiple properties. We have since corrected all the site addresses to reflect their accuracy and will begin charging late fees starting February 20th.

People need to be aware that we will be addressing those who have not been making their payments, as outlined in our upcoming newsletter. The majority of our community understands that our water system cannot function unless everyone contributes.

For those who are behind on payments, please set up a payment plan; otherwise, your service may be interrupted. If you are experiencing financial difficulties, we are willing to work with you and connect you with resources that may help.

We do not want to turn off your water, but you need to take action. Please sign a payment agreement and make a payment. Currently, the Board has noted that there is \$98,000 in outstanding accounts. It is unfair to those paying their bills to allow others to avoid paying. The vast majority of our community understands this principle and is making their payments. Even if there has been some confusion regarding their bills, they have taken the initiative to pay. Therefore, we want to honor those individuals who are stepping up and doing the right thing.

**MOTION:** Judy Zygar moved, and Theresa Parsons seconded, to waive the late fees until February 21st; after that, late fees will be assessed. The motion passed unanimously.

## **Dates for Off Duty Patrol – Eric**

I wasn't sure if everyone wanted to provide input on the days and times chosen for the patrol. During the summer, we will obviously need more patrol days, but for now, let's start with twice a week and see how that goes.

We can also inform the patrol about specific issues to look for, such as speeding, running stop signs, and dirt bikes on roads.

Who would like to help select the days of the week for the patrol? Do we need to form a committee for this? I suggest that Penny put together a list of recommended days and times, then discuss it with Judy and Eric before submitting the final proposal. Does that work for everyone?

Great! We will evaluate how this plan works during the first month.

How much do we have budgeted for this year? We have \$9,000 allocated for the HOA and \$3,000 for water. I estimate we will need at least \$5,000 for July and August.

We will also include an article in the newsletter to inform the community that the off-duty patrol is back in Scott Lake.

## **Park Shelter Form for Approval – Julie**

I've added the language the attorney requested regarding political activity, motor vehicle, gas-powered/electric vehicles etc.

What about the fireworks? You all said for me to remove that from the form at our last meeting. Julie will add the fireworks language back onto the Park Shelter form to include the 4<sup>th</sup> of July and New Year's Eve.

**MOTION:** Eric Riffe moved, and Theresa Parsons seconded, to approve the Park Shelter Rules and Regulations as amended. The motion passed unanimously.

## **Town Hall – March 7, 2026 – Eric**

This will be an informational meeting to discuss the park and water issues, starting at 10 AM. We are seeking community input on concerns about the park and are seeking to collaborate on solutions. Our board is limited in what we can do, and we need the community's assistance in identifying and addressing these challenges.

## **New Business:**

### **Payment Plans/Water Shutoffs - Theresa**

If you haven't been paying your bill, please contact our office. We are willing to work with you if you are experiencing financial difficulties. We can help set up a payment plan and refer you to available resources. However, if you are intentionally not making payments, we will focus on collecting past due accounts and may take action to turn off water service.

## **Social Media Policy – Julie**

Only board-authorized individuals may post on official HOA social media accounts. Official accounts may be used for community announcements, event notices, maintenance updates, and emergency communications. We should decide who will be the primary point of communication, starting with the Executive Secretary, and then determine alternatives from there.

The social media policy is quite basic. It states that board members are not permitted to use the official SLMC social media accounts to debate homeowners, address individual complaints, discuss legal matters, or express personal or political opinions. They are also prohibited from discussing any Executive Session matters, enforcement actions, fines or violations, individual homeowner disputes, legal advice, or attorney communications.

When posting on their personal accounts, board members must clearly indicate that they are speaking only for themselves. They should avoid implying the Association's endorsement and refrain from identifying themselves by their board title when discussing matters related to the HOA.

**MOTION:** It was moved by Jim Johnson and Eric Riffe seconded to adopt the Social Media Policy. The motion passed unanimously.

## **Committee Reports:**

### Events Committee – Stephanie

On March 7th, will you need us to provide refreshments? Penny can purchase whatever refreshments you need, but someone else will need to make and serve them. We expect Penny to help provide the requested supplies, but she will not be the one serving. Please note that the cost for this will come from the Event's budget, and the budgets will reset on May 1st.

On Sunday, we will begin organizing the back room. Additionally, on February 23rd, SLAMS will be hosting a Game Night featuring poker (with a \$25 buy-in), Monopoly, Clue, and other games. SLAMS will also obtain its liquor permit. Penny will post an announcement on Facebook, and the event will begin at 7 PM.

### Water Committee – Theresa

We've been experiencing an issue with the upper reservoir overflowing, and we're troubleshooting to identify the cause. American Pumps replaced the floats that are supposed to send signals to turn the water on and off. While they definitely needed replacing, this hasn't fully resolved the issue. The problem seems intermittent and may be related to the telemetry. I've reached out to NW Water, and CSI, our telemetry provider, has been contacted multiple times, along with American Pump.

Some neighbors near the reservoir have been providing feedback when they notice overflow, prompting us to consider whether we need to upgrade or change anything. We're actively exploring our options.

We're also waiting to hear from the Department of Health regarding the grant application we submitted for design funding to drill new wells. We need to bring in a hydrogeologist to help assess whether this is a feasible option. If it is, we'll prepare the bid documents and move

forward to secure funding for drilling new wells. Our system has been affected by PFAS, so we met the criteria for this grant. Typically, we do not qualify for grants, especially for replacing the distribution system; however, we're working on updating our small water system management plan and developing a strategic plan.

Decades of issues have contributed to our current situation, and financing remains a challenge. I want to acknowledge our water committee; among the 1,200 to 1,500 residents here, we have just seven members who attend: Eric Riffe, Tom Culleton, Jim Johnson, Ron Johnson, Doug Ogden, Tom Friedrich, and myself, Theresa Parsons. You all are invaluable assets to our community, and you deserve more recognition for your efforts. It's important to note that many considerations go into managing our water system, and I wanted to express my gratitude for your dedication.

Margaret Hancock inquired about the settlement money that had been received.

Theresa explained that we successfully received settlement funds for the PFAS contamination in our water system, totaling approximately \$150,000. This amount is from various settlements, and the funds are currently in our account. We were fortunate to obtain these funds, and I would like to commend our water committee for their hard work in achieving this. However, I'm not sure what your specific question is.

Margaret then thanked you very much because I was getting there wasn't any money for the water system.

Theresa stated that we definitely do not have enough funds. The optimal solution would be to replace the entire system, but we lack the necessary financial resources.

Margaret then stated she understood, but you gotta start somewhere.

Theresa, exactly. That is what we are doing: we are using any available resources to move forward. However, it is important to note that everything takes time. There is a lot of planning and coordination required with regulatory agencies, which adds to the timeline. Still, the water committee has received some grant money for the replacement of the wells. Eric stated that this funding is due to PFAS, not for any other reason.

Margaret interrupted the conversation disrespectfully and was removed from the meeting.

Eric, you're absolutely correct—it's due to the PFAS that we are receiving these grants. Thank you for pointing that out. You're exactly right. However, I want to acknowledge that if the water committee hadn't made the effort to keep their eyes open and informed about these issues, we wouldn't have known about it either. So, I want to recognize the hard work of everyone involved.

Finance Committee – Judy

We are still actively investing our money, and as you can see, the numbers are actually rising, not falling. We are increasing our financial commitment, which will support improvements to our water system. Although the funds we currently have won't cover everything that needs to be done, we are making progress.

I also want to mention our new billing system. Despite a few glitches, this utility billing software is specifically designed for paying utility bills, rather than a generic accounting program you might buy off the shelf.

Compliance – Jim

Nothing

Communication – Julie

I will begin preparing a welcome packet for new community members.

Parks and Rec – Jim

Dennis and I kicked around some ideas about making Spring Fair Races bigger and better and then we talked about cars for about a half hour.

Meeting adjourned at 7:30

DRAFT