



## MANOR LANDS PROPERTY OWNERS ASSOCIATION Spring 2014 Newsletter

### Board of Directors:

#### President: Wes Johnson

Cabin: 435-642-6767

Home: 801-479-8846

#### Vice President: Marianne Hunter

Cell: 801-668-1132

Cabin: 435-642-6837

#### Treasurer: Belinda Taylor

Home: 801-731-5003

Cabin: 435-642-6005

#### Secretary: Michael Bettin

Cell: 801-232-5523

#### Roads: Brent (Rusty) Larson

Home: (801) 227-4187

#### Facilities: Steve Riley

Home: 801-451-6809

Cell: 801-244-0596

#### Fire: Trent Bills

Cell: 801-430-2606

Home: 801-825-0678

#### Security/Website: Mary Ann Wilson

Home/Cabin: 435-642-6314

Cell: 801-891-6227

#### Public Relations: Scott Evans

Home: 801-627-0579

Cell: 801-564-8444

#### Caretaker: Jim Crow

Cabin: 435-642-6263

## The ANNUAL MEMBERSHIP MEETING is Monday, April 28<sup>th</sup> at 6:30 PM. Updates from the Board of Directors

**TAXES (President Wes Johnson):** I recently got information from Summit County to see how much our properties are worth. It is quite an eye-opener:

|                 |                     |
|-----------------|---------------------|
| Land Value:     | \$9,177,906.00      |
| Improvements:   | \$18,605,120.00     |
| Taxable Value:  | \$27,751,868.00     |
| Property Taxes: | <b>\$239,413.80</b> |

I find it quite amazing that we are paying that much in property taxes just to get trash pickup.

### WORK PARTY

Our annual Work Party will be held on June 21<sup>st</sup>. There will be several things that need to be addressed. For example; clear thistles, cut trees within the right-of-way of our roads, split firewood, and some general maintenance. If we can get everyone to begin stacking slash near the edge of the road there will be some of us with trailers to haul it to the burn pit.

Afterwards there will be a social with food. With the success of last year's "garage sale"

we plan on having another one after everyone has had something to eat. Bring items you wish to part with; proceeds will be used to cover expenses for the food. Remember, if it doesn't sell you have to take it home.

If anyone has any roofing experience let us know very soon. We need to do some repairs on the roof and ceiling of Reynolds Station.

### FIRE SAFETY

So far this year (Feb 2014) we are ten inches ahead of the snow pack for both 2012 and 2013. We were lucky last year to have a late snow and a good wet 'monsoon' during June and July. This helped keep our fire danger down. We will continue to use the "RED FLAG" warnings as our guide to limiting campfires. If we are in a RED FLAG warning area campfires will not be allowed. Be sure your fire pit meets the Manor Lands guidelines. Examples are posted on our website and at the caretaker's cabin.

## **ROADS**

2013 was a real productive year at Manor Lands. We were able to repair the garbage container site and do major improvements on Foothill, Skyline, and Forest Dr. After the snow melts we will go and look at all the roads within Manor Lands and see what is needed. Tim Overy is going to check on the availability of the roto millings, because this seems to hold up better than the road base or just gravel on our roads. Depending on how much roto mill is available and Tim's schedule, we are going to try and get working on the roads as soon as possible. Using our own equipment to maintain, and repair the roads saves us a bunch of money and we don't have to rely on a construction company to do the repairs. (Nearly 50% of the fee the company we used in the past was for moving equipment – not doing the work). We recognize that there are numerous roads that require attention and will try to prioritize their repairs. If there is anyone that would like to volunteer to help or have suggestions please feel free to email the Manor Lands President.

## **SECURITY**

The Board of Directors had to purchase additional gate keys this year. The cost of the new keys has gone up, therefore key costs are as follows:

- First two keys: \$7.25 each
- Three-six keys: \$12.00 each
- Over six keys, with board approval, or replacement of lost keys: \$32.00 each

The Key Regulation "I" is being rewritten to incorporate the change in cost and to add a section regarding lock boxes. Please read the updated regulation and be prepared to vote on it at the annual meeting.

It was necessary to change some of the gate locks this year due to the age and breakage of the old locks. New keys are not required for the new locks, but the locking mechanism works a little differently from the old locks requiring the key to be turned a 1/4 turn past parallel to the lock body and then back again before the key can be removed. This has proved challenging for some people the first time they try to lock the gate.

Contact Mary Wilson for details:  
security@manorlands.org

## **WEBPAGE/DATABASE**

Please provide your updated address, phone number, email and mailing address to mawilson@manorlands.org or secretary@manorlands.org so we can continue to provide you with updated Manor Lands information and continue to keep our owner database up-to-date.

Check out the Manor Lands webpage at manorlands.org. We also have a Facebook group.

## **BUDGET**

At last year's annual meeting we requested a committee of members be formed to make a recommendation on what to do with the Rhino. The committee suggested that we sell the Rhino and replace it with an ATV and a small truck. Through some creative 'funding' we were able use the funds from the sale of the Rhino and other monies to purchase a good quality used ATV and a small pickup truck. This provides more capabilities for Jim to do his caretaker duties. My thanks goes out to those who served on the committee.

This year's budget has been tight at times to meet the upkeep and repair costs of some of our older equipment and facilities. Fortunately, we have met all of our needs and managed to stay within our budget restraints. A copy of the proposed budget is attached.

## **TREE CUTTING**

Beginning in June property owners will again be able to schedule the Summit County Chipping Crew. To schedule the Summit County Chipping crew call **Maren** at (435) 336-3970. We encourage property owners to continue to remove standing dead trees and dead fall from their property. Please use the burn pile located on the North side of Manor Lands for the slash; this is only designated for dead trees and slash. The dumpsters are only for **house-hold garbage**, any other garbage and building materials should be hauled to a landfill site near the town of your choice.

The time you spend clearing your lot of dead trees benefits Manor Lands as a whole. Check with Jim to get an "In-Kind" match form. Recording the hours you have worked, for the last three years, to rid your lot of dead trees and slash counts as a 3:1 match for getting the tree cutters in to help clear dead trees.

## **NOTICE OF ANNUAL MEMBERSHIP MEETING**

In accordance with Bylaws ARTICLE IV, Section 1: Place of Meeting the Board of Directors have set our annual Membership Meeting to be held on Monday, April 28<sup>th</sup> at the Salt Lake County building (2001 S State, Room N1100 Salt Lake City) beginning at 6:30 PM. Announcement of this meeting was posted on February 28<sup>th</sup> on the Manor Lands website (manorlands.org) and our Facebook page.

There will be a few items that will need the membership's vote for approval.

- One member has proposed an amendment to our Architectural Regulation to address flagpoles and towers.
- The Board is recommending a change to the Key Regulation to cover the cost of acquiring new Keys and
- The Board is recommending a change to the Bylaws in order to allow electronic delivery of the Annual Meeting announcement, agenda, etc. for those who agree to receiving information this way. Mailing the

Spring Newsletter, for example, cost the association almost \$200.00 in postage. This is money that could be used for other things.

Suggested changes are listed within this newsletter and are posted on the website.

We will have three (3) vacancies on the Board of Directors. We have a few who would like to serve, but our bylaws require two nominees for each open position. Anyone else wishing to serve on the Board needs to get their names to the Board **AS SOON AS POSSIBLE.**

Board positions are open to spouses, any individual listed as part owner of the property, any individual who is listed as part of a trust or a trustee, or an individual who has Power of Attorney to represent the owner of the property. Just remember that only one individual from a family, trust, or joint ownership may serve on the Board at any one time.

**The ANNUAL MEMBERSHIP MEETING is Monday, April 28<sup>th</sup> at 6:30 PM.**  
**Agenda**

6:30 Welcome, opening remarks, MLPOA President  
Susan Spears – Annual Financial Report  
Awards  
Regulation changes

7:00 Candidate introductions/Additional nominations for write-ins

7:15 Vote

7:30 Financials (Belinda)

7:45 Fire Safety (RED FLAG WARNING)  
Ken Ludwig, DNR

8:00 Other business  
Public Relations: Upcoming Work Parties, Raffle, Garage Sale

8:15 Election results

8:30 Prize drawing

9:00 Adjourn

**MANORLANDS PROPERTY OWNERS ASSOCIATION**  
**Statement of Revenues and expenditures**  
**December 31,2013 & 2014 and proposed 2015 Budgets**

| <u>Item</u>                             | <u>2013</u><br><u>Actual</u> | <u>2014</u><br><u>Budget</u> | <u>Proposed</u><br><u>2015</u><br><u>Budget</u> |
|---|------------------------------|------------------------------|---|
| <b>Revenue:</b>                         |                              |                              |   |
| Property Dues                           | \$ 91,661.05                 | \$ 90,600.00                 | \$91,800.00                                     |
| Interest Income                         | \$ 2,759.37                  | \$ 1,500.00                  | \$1,500.00                                      |
| Other                                   | \$ 5,304.17                  | \$ 1,175.00                  | \$2,000.00                                      |
| <b>Total Revenue</b>                    | <b>\$ 99,724.59</b>          | <b>\$ 93,275.00</b>          | <b>\$95,300.00</b>                              |
| <b>Expenditures:</b>                    |                              |                              |   |
| General Administration                  | \$ 30,798.57                 | \$ 34,000.00                 | \$34,000.00                                     |
| Professional Fees                       | \$ 6,544.00                  | \$ 9,000.00                  | \$9,000.00                                      |
| Facilities                              | \$ 6,469.02                  | \$ 12,500.00                 | \$12,500.00                                     |
| Equipment Repair and Maintenance        | \$ 7,488.20                  | \$ 17,000.00                 | \$17,000.00                                     |
| Security                                | \$ 1,531.66                  | \$ 750.00                    | \$2,000.00                                      |
| Roads                                   | \$ 12,150.00                 | \$ 17,400.00                 | \$17,400.00                                     |
| Home Owner Activities                   | \$558.41                     | \$600.00                     | \$600.00  |
| New Equipment Purchases                 | 13201.75                     |                              |   |
| <b>Total Expenses (all categories):</b> | <b>\$ 78,741.61</b>          | <b>\$ 91,250.00</b>          | <b>\$92,500.00</b>                              |
| <b>Revenues Less Expenditures</b>       | <b>\$ 20,982.98</b>          | <b>\$ 2,025.00</b>           |   |

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**Fund Balances 12/31/2013**

|                         |                      |
|-------------------------|----------------------|
| Checking Account        | \$ 47,193.31         |
| Savings Account         | \$ 1,641.53          |
| Certificates of Deposit | \$ 90,934.23         |
| <b>Total Funds</b>      | <b>\$ 139,769.07</b> |

|  |                    |
|--|--------------------|
| <b>Perpetual Roads Fund Balance at end of 2013</b>           | <b>\$14,327.07</b> |
| <b>Roads Fund for 2014 (combined perpetual and budgeted)</b> | <b>\$31,727.07</b> |

**Voting by Proxy:**

From Bylaws Article IV Section6:

Proxies: Every Member entitled to vote or execute consents shall have the right to do so either in person, or by an agent or agents authorized by a written proxy signed by such Member or his duly authorized agent. Only Members in Good Standing can solicit proxies. A solicitation for proxy shall include a proxy statement. The solicited proxy statement shall give the name of the agent who will exercise the proxy, show the meeting, including the place, date, and time, and inform the Member how the agent will vote and/or provide the Member a means to give the agent written instruction on how to vote on specific elections, proposals and items. Any and all proxies shall be filed with the secretary of the Association forty eight (48) hours prior to the meeting that the proxies are to be exercised. No proxy shall be valid after the date of the meeting for which it was given.

Therefore we have provided the following Proxy Ballot for those who are unable to attend the Annual Meeting in person. Proxies must be received by the secretary no later than forty eight (48) hours prior to the annual meeting. Either mail the proxy ballot to the Secretary at the address listed on the ballot or, if you wish, it can be filled out and scanned and sent via email.

Please include any additional written instructions you see fit regarding how you would intend to vote on specific elections, proposals and items presented at the annual meeting.

**Proxy Ballot For April 28, 2014 MLPOA Annual Membership Meeting**

Salt Lake County building (2001 S State, Room N1100 Salt Lake City) 6:30 PM.

**Key Regulation Amendment**

\_\_\_\_\_Yes \_\_\_\_\_No

**Architectural Rule Amendment**

\_\_\_\_\_Yes \_\_\_\_\_No

**BYLAWS Changes**

\_\_\_\_\_Yes \_\_\_\_\_No

**Board of Directors (Vote for three)**

- \_\_\_\_\_ Paul Valdez
- \_\_\_\_\_ Scot Merrihew
- \_\_\_\_\_ Todd Stanger
- \_\_\_\_\_ Richard Barrett

**Please Print:**

\_\_\_\_\_ **Owner Name**

**Address**

**Lot Number(s):**\_\_\_\_\_

I hereby appoint, as my agent, the MLPOA board Secretary to exercise this proxy on my behalf.

\_\_\_\_\_ **Owner Signature**

Mail to Ms. Michael Bettin:  
630 S. Elizabeth St.  
Salt Lake City, UT 84102  
OR scan and email to  
Michael.Bettin@FranklinCovey.com

**Suggested Changes to ByLaws in BOLD to be voted on at annual meeting April 28th:**

**ARTICLE IV  
MEETINGS OF MEMBERS**

Rewritten for approval April 2014 annual meeting See **bolded** areas for recommended changes.

Section2: Annual Meetings: The Board of Directors shall during the month of April each year, call a meeting of the entire membership for the purpose of the annual election of directors, and annual report to the Members. At least thirty (30) days prior to the meeting, the Board of Directors shall prepare and mail (**electronic mail is acceptable for those members who agree to receive notifications electronically by providing an email address to the board of directors**) to each Member notification of the meeting specifying the place, the day and the hour of the meeting, a meeting agenda including the business to be conducted, a statement of receipts, budget and expenditures for the previous year, a proposed budget for the following year, and a ballot of Board of Director candidates, and a list of any new Regulations.

Section4: Notice of Meetings: Written notice of meetings, annual or special, shall be given to each Member entitled to vote, either personally, **via electronic delivery** or by sending a copy of the notice through the mail, postage pre-paid, to the address **or email address** appearing on the books of the Association, or supplied by the Owner to the Association for the purpose of notice. It shall be the Members' responsibility to notify the Secretary of the Association of any address **or email address** change. All such notices shall be sent to each Member entitled thereto not less than ten (10) days, (unless otherwise specifically specified differently for a particular meeting by these Bylaws), before each meeting, and shall specify the place, the day and the hour of such meeting, and in the case of special meetings, the general nature of the business to be transacted. If delivery is by mail, it shall be deemed to have been delivered 48 hours after a copy of the same has been deposited in the United States mail. When any meeting of Members, either annual or special, is adjourned for thirty (30) days or more, notice of the time and place of the next date for the adjourned meeting shall be given as in the case of an original meeting. Except as foresaid, it shall not be necessary to give any notice of the next date for an adjournment meeting.

**Suggested Addition to ARCHITECTURAL REGULATION**

**To Be Added:**

**Rule 5. All flagpoles and towers must be approved by the Architectural Committee.**

**Flagpoles must be:**

- a. Finished in a manner to blend in with the natural surroundings**
- b. Must be grounded to absorb lightening strikes**
- c. Must be located within 25 feet of the primary structure**
- d. Must not be within 50 feet of road right-of-ways**
- d. Must not be taller than surrounding trees**
- e. The Architectural Committee will attempt to inform adjoining and affected lot owners before approving flagpoles or towers**

**Change to KEY REGULATION Suggested Changes are bolded and deletions are strike through**

**I. KEY REGULATION**

Definitions: Actively Utilized: Lots are considered actively utilized when they have a livable, dwelling/cabin, leveled trailer or tent spot and MLPOA compliant campfire pit. Garages or storage sheds are not considered utilized livable dwellings when requesting additional keys.

Rule 1. Each actively utilized lot is entitled to two gate keys **at the actual cost charged by the key maker.** ~~rekeying reimbursement cost of approximately \$6.00 each for 2009.~~ Four additional gate keys can be purchased **(see rule 2)** for a total of 6 gate keys per actively utilized lot. Inactive/not utilized and/or multiple lots are not automatic consideration for additional gate keys.

Rule 2. ~~All~~ Gate keys **beyond the initial two** may be purchased only by members in good standing in accordance with the MLPOA bylaws. **The additional gate keys are to be sold at actual cost plus \$5.00 per gate key.** Ownership of a MLPOA gate key is considered a verbal agreement that the individual will:

- a. Lock all gates upon entering and/or exiting.
- b. Obey road speed limit of 15 miles per hour.
- c. Respect Association and private property.
- d. Accept responsibility and liability for guests using their MLPOA key.
- e. The MLPOA member is responsible for any damage or breaking of a gate and can be fined up to \$500.00 for destroying a MLPOA gate.
- f. ~~If one a~~ **one a** member sells their property/lot ~~then that amount of all keys issued must be turned over to the new owner and the new owner is responsible for obtaining them~~ **the keys from the previous owner.**

Rule 3. ~~Requests for~~ Additional gate keys in excess of ~~the original~~ **six**, require Board of Directors' approval. The request must be submitted either in writing with date, owner, lot number, number of keys, and justification, or a personal appearance by the owner of record at any Manor Lands monthly Board of Director's meeting. A schedule of meetings can be obtained from any Board member or the Manor Lands Website. After board approval, additional keys will be issued at ~~a cost of \$30.00~~ **actual cost plus \$25.00 per key.**

Rule 4. All impounded keys will be returned to owner upon payment of a fifteen dollar (\$15.00) fine.

Rule 5. A member may have no more than two lost and replaced keys at **actual cost plus \$25.00** ~~\$30.00~~ per key.

**Rule 6. Lock boxes on or near a Manor Lands fences or gates are not permitted. Lock boxes found on or near the gates will be removed and the keys will be impounded. A \$50.00 fee will be paid by the owner of the key(s) before being returned.**

## BOARD CANDIDATE BIOGRAPHIES

**Paul Valdez:** Judy and I have always been two who love the outdoors. We were born and raised in Davis County, me in Layton and Judy in Clinton. Our passion has always been spending time out doors with our children. We enjoy camping and cooking, laughing and playing and singing music around the campfire.

I served four years active duty from 1971 in the USAF during the Viet Nam Conflict then returned to Utah and became an Air Traffic Controller. After nine years, I left the Federal Aviation Administration and assumed a position at Hill AFB as a Program Manager primarily working in Foreign Military Sales. I served 37 years of Civilian Service. I resumed work as a contracted Logistician with Innovative Solutions Architect (ISA) whom I am currently employed as a Logistics Consultant. I am an Electronics Engineering Technician by trade with a degree from the Mike Monroney Aeronautical Academy in Oklahoma City, Oklahoma. I attended Weber State for three years and one year of Technical School in the USAF.

We have two children both of whom love camping with their families and spend all their free time at Manor Lands. We have been spending our leisure time at Manor lands for over twenty years as friends and guest of the Dale Code family and now have our own campground. We look forward to our time spent in our little heaven, Manor Lands.

**Scot Merrihew:** My wife, Wanda and I along with Jay and Wendy Delia purchased our two lots, 507A and 618-1 in 2011. We have spent the last 3 years working to repair and improve our cabin and property as it had been neglected for several years. We really enjoy the area and people we have met in Manor Lands. My background: I currently work as VP of Operations for KIHOMAC in Layton, Utah. I'm also retired from the Air Force after serving 21 years as a Contracting Officer. We have lived in Utah for 14 years. I have Bachelor's Degree in Business Management and Master's Degree in Human Resources Management. I would have liked to have a few more years of experience in Manor Lands before serving, but fully understand the current challenges in getting volunteers. I'm willing to serve on the board as needed to help the association.

**Todd Stanger:** My family has owned our lot (842) for over 40 years and have always enjoyed spending time in Manor Lands. My father (Fred Stanger) purchased the lot in the early 70's and I was raised spending most of the summer at the cabin. Now that he has passed on he has left us with his legacy and a great place to build memories with our family. We are willing to help where we can in order to keep Manor Lands as wonderful as it has always been.

**Richard (Bear) Barrett:** I have been a long time member of Manor Lands.



Manor Lands Property Owners Association (MLPOA)  
HC 63 Box 80V  
Evanston, WY 82930.