



## Manor Lands Property Owner's Association Spring 2019 Newsletter

### Board of Directors

**President**

Shar Code 801 721 3786

**Vice-President**

Shayne Purser 801 668 2888

**Treasurer**

Belinda Taylor 801 745 7089

**Secretary**

Judy Pearce 801 550 2120

**Public Relations**

Max Schramm 801 547 0102

**Roads**

Vern Mayberry 801 620 0859

**Facilities**

Dave Royle 801 944 1110

**Security**

Mike Stimson 801 540 4202

**Fire**

Bryce Jones 801 513 6540

**Caretaker**

Darin Elliott 435 642 6263

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**Annual Membership Meeting**

**Monday, 29 April, 2019 beginning at 6:30 pm**

**Salt Lake City County Office Building**

**2001 South State Street, Council Chambers**

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**MLPOA Annual Work Party**

**22 June 2019**

**0900 Start Time**

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**Have you moved? Do you have a new email or phone number? Be sure to provide us with your current information so we can contact you if needed. We do not sell or provide this information to anyone else.**

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**Comments from our President:**

Greetings –

I want to send a warm welcome to all of our new property owners. If you haven't had the opportunity yet, please check out our website and Face Book Page. We post a great deal of information there that you may find valuable.

Welcome to our new Caretaker, Darin Elliott and his wife Heidi. Please stop by and say hello and introduce yourself.

We enjoyed another great year at our mountain properties. As always, many property owners stepped up to lend a helping hand, offering their skills and expertise for many of our projects. We truly appreciate your assistance.

While we continue to work within the approved budget, the increasing costs to operate make it more difficult each year. We are presenting and will vote on an increase to dues for the calendar year 2020 at the Annual Meeting.

Shipping containers are becoming readily available at a reasonable cost. They are sturdy and water tight but can become an eyesore if not taken care of properly. Eastern Summit County Planning and Zoning states they have no regulations or prohibitions against them, however depending on the way they are used they could be subjected to building code requirements. Snyderville Basin does allow them in some of their zoning districts, however they have very specific guidelines on their placement and condition or exterior condition. As we look to the future we want to know if, as property owners, you want to restrict the use of such containers or add language to our rules and regulations as to the guidelines of their use. I look forward to seeing you at the Annual Membership Meeting.

Shar Code President

**Comments from our Vice-President:**

I would like to start by thanking Jim Crow for all he has done for Manor lands association over the past 9 years. I would also like to welcome Darin Elliott and his wife Heidi Elliott as our new caretaker.

I would also like to thank all of the hard working people on the board for all the time and effort they put into making manor lands a great place.

It has been over 10 years since Manor lands has had a dues increase. What has changed in the last 10 years? Everything has gone up except Manor lands dues. Though we have been operating within our budget we have some equipment that is getting older and costing more to maintain and repair, also as the fire danger has increased year over year we are looking at a more reliable way to put out a fire if/when we have one. I have talked to Tim Overy about a skid that we can put in the F-550 as another way of controlling a fire until the Evanston fire department arrives. These things all cost money and therefore we will be voting on an increase in dues. Three proposals for dues increases are being presented as follows:

1. A 15% increase
2. A 15% increase each year for the next 3 years
3. No increase

Shayne Purser Vice President

**Comments from Secretary:**

As secretary I have no specific area on which to report but I do want to say that I enjoy working with those hard-working dedicated people who serve on the Manor Lands board as well as other owners who are willing to volunteer their time and talents. Much time and effort go into keeping Manor Lands the place that we all love and enjoy.

Judy Pearce Secretary

**Comments from Public Relations:**

Last year's work party was a success, all planned jobs were done . All these efforts help to improve Manor Lands, which benefits all property owners. The work party is an excellent time to not only improve Manor Lands physically, for looks and safety, but a great opportunity to meet board members and neighbors. We have a pot-luck after the work party please bring a side dish to share! I would encourage everyone to come join us, especially new owners. The date for this year's work party has been set for Saturday, 22 June 2019. Watch the Manor Lands blog for more information!

I've enjoyed serving on the board the last year and I'm looking forward to seeing everyone this summer.

**Comments from Roads:**

2018 was a successful year in maintaining roads within Manor Lands as we graded several spots throughout the Association as well as putting down road base and gravel. We graded and put down road base and gravel on Aspen Drive from Highway 150 halfway to the Blue Gate in a joint effort with Uinta Lands. They accomplished the second half of this road. In addition, both Pine View and Pine View Loop were graded and had road base and gravel placed. Yellow Pine was graded and road base placed and finally the grey gate entrance was repaired with grading and road base/gravel. The Board of Directors recognized an opportunity to have gravel crushed on site which saved us money as well as making it readily available. We crushed approximately 3,846 ton of gravel. Outlined below is the Roads Fund and Perpetual Roads Fund balances for 2018 and 2019. As we head into 2019 we will be conducting inspections to determine where our emphasis needs to be placed. If you have an area of road you would like to bring to our attention, please contact us.

	<b>Roads</b>	<b>Roads</b>
	<b>2018 Approved Budget</b>	<b>2019 Approved Budget</b>
	As of 31 Dec 2018	As of 1 Jan 2019
Road Fund Budgeted	\$21,000.00	\$10,000.00
Perpetual Road Fund	\$30,275.64	\$17,030.64
<b>SEMI TOTAL</b>	<b>\$51,275.64</b>	<b>\$27,030.64</b>
<b>Contracted Payments</b>		
Delivery of Roadbase	\$7,245.00	\$12,705.00
Set up fee to Uinta Lands		\$3,750.00
*gravel crushed at \$6.50 a ton	\$25,000.00	
Gravel delivery	\$2,000.00	
<b>Sub Total</b>	<b>\$34,245.00</b>	<b>\$16,455.00</b>
<b>TOTAL REMAINING</b>	<b>\$17,030.64</b>	<b>\$10,575.64</b>

\* 3,846 ton

**Comments Facilities:**

The well at the care takers cabin was finally deepened this past year. Gratefully we now have a much better supply of water available.

The road grader needed some unexpected repairs. We had to replace a starter motor and a starter solenoid towards the end of summer so that we would be able to start it as needed. During snow plowing in February the grader blew a hydraulic hose that required repairs. As our equipment ages it is requiring more maintenance and repair and fortunately our talented caretakers were able to do these repairs themselves helping to keep the costs down!

Our new caretaker Darrin and his wife Heidi seem to have settled in well as Christmas lights were a welcome addition to the care takers cabin.

**Comments from Security:**

The installation of the new locks was a bit of a challenge but overall went well. The new locks have posed a problem with some members. Remember to turn the lock all the way to the unlocked position to open the lock, push the bail closed then turn the key all the way back to center to remove your key. Do not use pliers and any other tool to turn or remove your key while it is in the lock. Do not put any type of lubricant or graphite into the locking mechanisms. This will cause serious damage to the locks, They are designed to be cleaned with a special product to keep them free of dirt. Please inform the caretaker or one of the board members if you have problems with any of the locks or keys

**TRESPASSING:** If you drive a vehicle, either an automobile, ATV/UTV, motorcycle or snowmobile within Manor Lands boundaries and leave the road, you are on private property. If the property owner has not provided permission, you are trespassing. Please respect other people's property and stay on the roads. The only common areas within Manor Lands are the roads. Manor Lands does not have any public areas.

**RECREATIONAL VEHICLES REGULATION:** Rule 4. All RV's shall display the Manor Lands' Lot Number tag .

**ILLEGAL ENTRY:** Many times individuals will try to follow a member through a gate. Ask them to show their key. If you do not know them, and they do not show a key, Deny them entry and they can make arrangement for their sponsor member to meet them at the gate.

**SAFETY:** Is always front and center for all members. Please inform your family members and guests of the 15 MPH speed limit that we have inside our MLPOA gated area. We need everyone to do their part in keeping our roads safe for everyone. Remember when you ask why doesn't somebody do something, you are somebody! We all have a vested interest in the safety and the condition of our roads within Manor lands. The speed limit is 15 MPH for all Automobiles, ATV/UTV , Motorcycles and Snowmobiles for a good reason. This is for your safety and the longevity of our roads. Please obey the speed limit!!

Contact Mike Stimpson for keys and any questions related to security. [security@manorlands.org](mailto:security@manorlands.org)

## **Comments from Fire**

Bryce Jones – Fire Safety Board Member

Thank you for being conscientious of our fire rules in 2018. Because of your diligence, the only fire we had was caused by lightning and fortunately Devin Walker was the first responder and got it out before it caused any property damage. Thank you Devin!

We have four initiatives for 2019.

1. Fix the tanker truck – the metal tank will be removed. A plastic tank will be installed.
2. A map will be installed on the east side of the fire station with hydrants (in red) and water tanks (in blue) identified as well as a marker so that the first responder can identify on the map where the fire is. This will enable other responders to identify where the fire is and get there quickly.
3. Fire truck training will be held once per month from June to September. Everyone needs to know how to start them and run the pump.
4. Fire pit inspections will continue until all pits have been inspected. Please review the inspection spreadsheet on the website. If your pit needs some work or doesn't, it will say either way in column F and what needs to be done to use it in column G. Please fix what needs to be done and contact me for another inspection.

## **Comments from our Treasurer:**

MLPOA Treasurer

I'm proud to state that for the past year the Board of Directors of Manor Lands has made every attempt to save the organization money, while maintaining a level of service that's become expected. Through our diligence we were able to repair the well at the caretaker's cabin and rekey. We obtained a new CPA that does our bookkeeping, prepares our taxes and audits at a significant cost savings. We conducted a review of the insurance requirements on our equipment and facilities and made a change which will result in more coverage at less cost beginning this year. We changed our telephone plan thereby saving money on long distance calls. We crushed our own gravel which results not only in a big savings, but readily available gravel. Saving money has been a primary concern for us with the continued rise in taxes, fuel and other utilities.

As you review the 2018 Actual budget below, there are a couple of things you need to be aware of. Under income we show \$12,392.75 in key income. This is from the sale of new keys to members during our rekey effort. The actual cost of the rekey effort is depicted under Expenses. We also show an income of \$20,000 under Contingency Funds. This is money that was allocated during the 2017 Annual Meeting to be utilized to rekey the gates and fix the well at the caretaker's cabin. This money came from our Contingency Fund, which is utilized for large repair of equipment, replacement of equipment and major projects. It is not money received from the 2018 Annual Dues.

The first column in this report is the budget as approved at the 2017 Annual Meeting. The second column was the actual amounts spent in these categories during 2018. The third column depicts whether we were over or under our projected budget. The fourth column is our projected budget for 2020 that will be voted on at the Annual Meeting in April 2019.

**2018 Actual and 2020 Proposed Financials**

	<b>Approved 2018 Budget</b>	<b>2018 Actual</b>	<b>Under/Over 2018 Budget</b>	<b>Proposed 2020 Budget</b>
<b>Income</b>				
Property Dues	\$93,600.00	\$92,400.00	-\$1,200.00	\$92,800.00
Interest Income	\$2,700.00	\$1,713.92	-\$986.08	\$1,800.00
Key Income	\$600.00	\$12,992.75	\$12,392.75	\$600.00
Other Income	\$1,900.00	\$1,113.92	-\$786.08	\$1,200.00
Contingency Funds	\$20,000.00	\$20,000.00	\$0.00	
Perpetual Roads	\$13,245.00	\$13,245.00	\$0.00	
<b>Total Income</b>	<b>\$132,045.00</b>	<b>\$141,465.59</b>	<b>\$9,420.59</b>	<b>\$96,400.00</b>
<b>Expense</b>				
General Administration	\$38,760.00	\$44,090.89	-\$5,330.89	\$40,000.00
Professional Fees	\$9,000.00	\$6,068.26	\$2,931.74	\$7,000.00
Facilities	\$10,050.00	\$4,747.12	\$5,302.88	\$11,050.00
Water System	\$10,500.00	\$13,283.00	-\$2,783.00	\$0.00
Equipment Repair and Maintenance	\$11,600.00	\$7,917.37	\$3,682.63	\$12,000.00
Security	\$100.00	\$0.00	\$100.00	\$500.00
Gate Rekey	\$11,900.00	\$18,703.18	-\$6,803.18	\$0.00
Roads	\$21,000.00	\$21,000.00	\$0.00	\$25,000.00
Perpetual Roads Fund	\$13,245.00	\$13,245.00	\$0.00	\$0.00
Home Owner's Activities	\$850.00	\$415.30	\$434.70	\$850.00
<b>Total Expense</b>	<b>\$127,005.00</b>	<b>\$129,470.12</b>	<b>-\$2,465.12</b>	<b>\$96,400.00</b>
Key Income Offset			\$6,310.43	
<b>Checking as of 31 Dec 2018</b>				<b>Fund Balances:</b>
Account	AFCU Checking	\$42,642.22	Reserve Fund	\$36,961.00
Deposit	AFCU Certificates of	\$79,562.88	Perpetual Roads	\$17,030.64
Total		<b>\$122,205.10</b>	Contingency Fund	\$68,213.46
			Total	<b>\$122,205.10</b>

## **Update of Rule R Funds Regulation within the Manor Lands Property Owners Association Rules and Regulations.**

The Board of Directors have updated the Funds Regulation within our Rules and Regulations as posted on the website of [www.manorlands.org](http://www.manorlands.org). The area containing the Rules and Regulations is restricted and you must register to be able to see them.

### **Rationale for Change:**

UTAH State Code, Title 57 Real Estate, Chapter 8a Community Association Act, Part 2 Administrative Provisions, Section 211 Reserve Analysis mandates that a Home or Property Owners Association hold money in a Reserve Fund. By State definition, this fund is money to cover the cost of repairing, replacing, or restoring common areas and facilities. The previous definition of our Reserve Fund within the Rules and Regulations identifies this as well as including repair, maintenance and replacement costs of equipment. Having all these variables contained within one fund made it difficult to identify how much money was marked to meet the State's requirements and how much was available for other major projects, repair, maintenance and replacement of equipment, etc. As such, we decided to separate the money into two funds. One to meet the State's requirements and the second to identify money available for other projects and needs around our equipment.

## **Proposal for Reimbursement of Printing and Mailing Costs for Newsletters and MLPOA Association Dues Invoices.**

### **Rationale for proposal:**

As other costs have increased, so have the costs of printing and mailing the annual Newsletter and the preparation and mailing of MLPOA Association Dues Invoices by our CPA. The Board of Directors have attempted to cut this cost as much as possible by establishing a website where the Newsletters can be posted and read and by doing electronic invoicing through the CPA. Last year we spent \$245 on postage and \$319 on office supplies to support the requirements for paper, printing, ink cartridges, envelopes, postage and labor to prepare the invoices and newsletters. Although we prefer individuals to capitalize on the electronic methods available, we recognize there are those individuals who have requested to receive a hard copy of these items. We propose that a \$5 shipping and handling fee be charged for each instance to the member in cases where they prefer to receive a hard copy of the Newsletter, with another \$5 shipping and handling fee to be charged for hard copies of Association Dues Invoice. Additionally, there are cases where an email address has been provided, however the member may change their email and not provide the updated information to us. We attempt to send a dues invoice to the email address we have on file, but it is undeliverable, which results in us generating and mailing a hard copy to them. We also propose that this same \$5 shipping and handling charge be added to these cases as well.

### **Proposal that the following statement be added to the By Laws and/or Rules and Regulations where applicable**

A \$5 shipping and handling charge will be charged to the member per item wishing to receive either the Annual Newsletter or Association Dues Invoice via hard copy mailed to their address on record with us.

## Petition to Have Summit County Maintain Aspen Dr.

Please enter your name, Lot# and address of your property in Manor Lands, Uinta lands, or Wilderness Acres, phone number, and signature to the petition for Summit County to take over the maintenance of Aspen Dr. from Hyw 150 to the gates of Manor Lands and Uinta lands. This would free up money we could use on the roads within Manor Lands and Uinta Lands.

**Please sign and return by August 1, 2019**

Petition summary and background	This petition is to have Summit County Maintain Aspen Dr. from Hwy 150 to the entry gates of Manor Lands and Uinta lands, approximately one mile. There are approximately 640 land owners paying property tax in Manor Lands, Uinta Lands, Wilderness Acres and receiving little or no services.
Action petitioned for	We, the undersigned, are concerned citizens who urge our leaders to act now to take over maintenance of Aspen Dr.

There will be a copy of this petition at the care takers office and at Manor Lands general meeting. If you can't sign the petition at one of those venues please print it out and fill it out and mail to:

Max Schramm 110 N. Country Lane Fruit Heights, Utah 84037

## **2019 MLPOA Annual Members Meeting**

### **Agenda**

6:00 pm – 6:30 pm	Check In	
6:30 pm	Welcome and Opening Remarks	Shar Code, President
	Guest – Bridger Valley Electric	Jud Redden
	Petition for Summit County Road Maintenance	Max Schramm
	Financial Report	Belinda Taylor
	2020 Proposed Budget	
	Budget approval	
	CPA Report	Steve Mason
	Dues Increase	Shane Purser
	Board Candidate Nomination Introductions	
	Floor Candidate Nomination Introductions	
	Shipping Container Discussion	
	\$5 Shipping and Handling Fee Discussion	
	Voting:	
	• Vote on Dues increase	
	• Vote on \$5 shipping and handling fee	
	• Candidates	
	Grab and Go Fire Carts	David Royal
	Other Business	
	Voting Results	Shar Code
	Door Prize Drawings	Shar Code
	Adjournment	

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#### **Elections:**

We have Three (3) each three year vacancies on the Board of Director's this year, which according to our by-laws require that we have at least six (6) nominees. We are well below our required nominees and would welcome anyone else who has the ability or desire to consider appointment to the Board of Director's please contact one of the current members to submit your name. We will also be open to nominations from the floor at the Annual Membership Meeting.

Those eligible to serve are spouses, any individual listed as part owner or listed as part of a trust or trustee or listed on a power of attorney to represent an owner. Only one individual from a family, trust, or joint ownership may serve on the board at any one time.

#### **Candidate Bio's:**

##### **Judy Pearce—lot 507D**

My family and I love spending time at our Manor Lands retreat and getting to know other owners. We have been owners since 2006. I have served on the board of directors for the past three years in the capacity of public relations, vice president and, currently, as secretary. I've enjoyed being a part of the Manor Lands Board and serving with the hard-working folks who devote so much time and energy for the betterment of our community. I am running for the board of directors for a second term so as to continue to do my best to help keep Manor Lands the place that we all can enjoy. I would appreciate your vote.

##### **Max Schramm Lot 1030**

I have served on the board as public relations for the last 8 months and I would like to continue serving for a full term. I feel as a property owner I would like to be a part of improving and maintaining Manor Lands to help make important decisions for the future. We have been property owners for 11 years and love the time we can spend there. I would appreciate your vote.

##### **Eric Harkness lot 947**

I've been visiting Manor Lands since 2003, but actually owned property only for the past 5 years. I love it there and visit as often as I can with my family. I feel we need to primarily respect each other's property and make it an enjoyable place for all Manor Lands families. I am a hard worker and will do whatever I can to make it a better place. I worked as a head mechanic for an automotive company for 33 years. I am familiar with operating some heavy equipment. I was in the Air Force for 25 years managing complex aircraft systems. I currently work as a Department of Defense civilian at Hill Air Force Base as a program manager. I would appreciate your consideration and vote.

##### **Darin Evans lot 706**

Hello my name is Darin Evans. My wife Tina and I own lot 706. 404 Pine Hill Circle. We have owned the lot for 3 years and are currently building a cabin. We spend as much time as we can in Manor lands. I am a roofing contractor by trade. I've been in this business for almost 40 years. I'm running for a seat on the board of directors, because I would like to do all I can to help this wonderful community. I only wish I would have found this place 20 years ago.

##### **Mike Park lot 949**

No bio currently available

#### **Ballot Items:**

**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.

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**Ballot for April 29, 2019 MLPOA Annual Membership Meeting**

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

- Judy Pearce  
 Max Schramm  
 Erick Harkness  
 Darin Evans  
 Mike Park  
 Write-in \_\_\_\_\_

**Comments:**

**Vote on Dues Increase:**

- Yes for one time 15% increase  
 Yes for a 15% increase for the next three years  
 No Dues increase

**Vote on Shipping Containers allowed in Manor Lands**

- Yes with guidelines       No

**Vote on \$5 shipping and handling fee:**

- Yes       No

Return ballot to the below address or email to [t.pearce@comcast.net](mailto:t.pearce@comcast.net)

Judy Pearce  
3525 S. 6800 W.  
WEST VALLEY CITY, UT 84128

Lot # \_\_\_\_\_ Name: \_\_\_\_\_ Signature: \_\_\_\_\_

**BALLOTS MUST BE RECEIVED BY 15 APR 2019 BY MEMBERS IN GOOD STANDING TO BE COUNTED.**

**Classified:**



**BERKSHIRE  
HATHAWAY**  
HomeServices

**Judy Pearce**  
REALTOR®, CRS, GRI

**Utah Properties**  
6340 So. 3000 E. #600  
Cottonwood Heights, UT 84121  
801-550-2120 Cell  
801-428-2800 Office  
435-642-6151 Cabin  
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