

**Board of Directors  
Long Range Planning  
May 10, 2017**

The BOD Long Range Planning meeting was called to order by Wayne Pauli, at 8:30 am.

Those present are as follows: Wayne Pauli – President, Kathy Payne – Vice President, Elmer Pritchard – Membership Secretary, Bob McCormick – Treasurer, Tom Kinnison – Secretary (via phone) and Tim Schnabel – Resort Manager.

The minutes from the previous meeting, May 2016, did not need further approval, and served as a guide for this meeting.

Tim took the floor and explained the following for the BOD:

- Formula on the spreadsheet was established in 2015 for Long Range Budget Planning.
- Formula provides a guideline on dollar amount to allocate for future years based on average of previous 3 years.
- Expected paid out in 2016 was greater than planned.

2017 Long Range Plan Dollar Amounts - totals show correlation of what is in reserves and long range plans.

**APPROVED LINE ITEMS DISCUSSED:**

- **Trees**
  - Tree farm has 200-250 trees to be transplanted within the next 2 years.
  - Would like to increase this total in 2018
  - Replace 30 Willow Trees, Cotton Wood Trees.
  - Will need to look into the health of trees to see if any need to be taken down and/or removed and used for fire pit wood.
- **Tipis**
  - \$8,000 for 2 cement pads, under 2018 budget
  - There is concern to the original site where Tipis were to be placed. The BOD requested to have the site of the Tipis in the tent area, per a concern for flooding in the original area. Also, visibility would be better.
- **Cheyenne Siding**
  - All 10 Cheyenne cabins have siding needs
  - Goal for 2017 is to complete 5 and 2018 complete the remaining.
  - Total dollar amount may increase for materials, and Maintenance will do the work.
  - Tim will contact the manufacturer to look into concerns of noise with metal siding.
- **Repair to Sites**
  - Every year concrete work is required with worst sites looked at first.
  - All sites worked on are extended in width if possible and many lengthened by 6 feet
- **Lawnmower**
  - Need to replace with a 10 foot mower, per suggestion.
  - It was suggested to look at other brands, outside of John Deer.
  - 2007 mower needs repair.

- Suggest an amount increase for a new or nearly new mower is \$35,000 and look at a 20 year life span.
- **Bobcat**
  - Suggested to accompany this with a tree spade
  - Use for transplanting trees
  - Table this for another year.
  - Tom suggested looking into a Bobcat – Toolcat for multi-use.
- **Tree Spade**
  - This would go with a skid steer/bobcat
  - Dollar amount may be too high.

#### **OTHER ITEMS TO REVIEW for FUTURE:**

- **Picnic Shelter CS 4** – would like to replicate Picnic Shelter A
- **Park Model Cabins**
  - 3 Park Models next to Cheyenne cabins, different type
  - Look to get something that sleeps 10 people
  - Redwood to add to the pet side, furnished at \$14,000/yr revenue
  - EEC will look into Cabin vs. Sites when researching expansion
- **Exploratory Expansion Committee**
  - Tim explained the projection board for looking at south end for expansion.
  - Engineers have been contacted about bids and we are looking at one street with sites on both sides, approximately 30 sites to include pull through sites.
  - Money Allocated for 2018 can be pulled into 2017 if we go forward with bids.
- **Rodeo Arena**
  - The arena would include bucking shoots, back shoots, arena, bleachers, electricity, etc.
  - The goal is to have this fully funded through sponsors.
  - Concerns are about what development housing people will think, how they would react, putting money into this before taking care of possible expansion, and where this should go if not where we already hold rodeos.
  - Tim pointed out that this is up for discussion, only, and that it is something to think about along with answering the question about what we want Hart Ranch to be and/or look like in the future.
- **Expanding Grounds Shed**
  - Space is needed to about another 20-25 feet.
  - This would be a pull-barn with gravel flooring at \$50/square foot.
  - Elmer encouraged this to be approved.
- **Restroom at Picnic Shelter A**
  - Not for 2017
  - At the end of summer this will be evaluated based on utilization of the picnic shelter
  - This would be a separate building
- **Electronic Key Locks**
  - This would enhance security of Cabins.
  - This will be kept on the list for future discussion.
- **Reversible Dryer for Housekeeping**
  - Elmer commented that this more efficient and would save time and labor.
  - This would remove our most current machine.
  - Arlene is going to get Tim a quote on a reversible dryer.

- **Cable TV Infrastructure**
  - Communication with Midco and Vast has begun to review pricing for hard-wired internet and cable to each site.
  - Our CenturyLink contract is about to expire-will need to evaluate for 2018.
- **Reservation Software**
  - Currently the data needed from departments as to what needs to be a part of a new software system is being gathered.
  - We will give Campground Automation our data and see what they can create for us, for a potential use of new software.
  - Currently we are looking at what Rushmore Shadows is using; however, we may stay with Time Share Ware.
  - Ability to make online reservations is one area that is to be researched. May need to ask simple questions for navigation purposes.
- **Kid's Hot Tub**
  - We need to keep this as a potential purchase for 2018.

**Long Range Dollar Amounts:**

- Proposed increase of dollar amount for Cheyenne Cabins, Engineering, and Grounds Shed.
- Contingencies of \$140,000 for expansion.

A motion was made by Tom Kinnison for the contingency of \$140,000. A 2<sup>nd</sup> was given by Elmer. Motion Carried.

- The Capital budget will be discussed at the fall meeting for 2018.
- If any necessity occurs, the need is to be put into writing and given to the Resort Manager for evaluation and presentation to the BOD.
- If funds are needed to be taken out of next year's budget to pay for something now, the BOD has authority to do so under Policy 25, of the Bylaws.

**Following are the approved Long-Range Plan items for 2018:**

Long-Range Plan items for 2018			
Qty	Description	Cost Each	Approved
	<b>Buildings &amp; Land</b>		
20	Picnic Tables	\$ 600.00	\$ 12,000.00
35	Trees (contingent on being able to transplant our trees)	\$ 300.00	\$ 10,500.00
1	Engineering for partial expansion (estimated \$8000-\$18,000)	\$ 18,000.00	\$ 18,000.00
1	Expand Grounds shed	\$ 30,000.00	\$ 30,000.00
1	Contingency for Site Expansion	\$ 140,000.00	\$ 140,000.00
30	Repair Sites	\$ 2,000.00	\$ 60,000.00
	<b>Rental Units</b>		
2	Tipis (furnished, on cement pads)	\$ 4,000.00	\$ 8,000.00
5	Cheyenne Siding (materials only--no labor)	\$ 8,000.00	\$ 40,000.00
	<b>Maintenance</b>		
1	Lawnmower	\$ 35,000.00	\$ 35,000.00
	<b>TOTAL LONG-RANGE PLAN ITEMS FOR 2017</b>		<b>\$353,500.00</b>

## **2019 and Following**

- There are continued items for each year with expansion and maintenance.
- Arena Drive will need attention given at some point. Who?
- It was suggested to add 2022 ideas by the BOD.
- Expansion Committee
- To operate as a year round resort, we need to look at what needs to happen, such as more lodging, indoor pool, outdoor hot tub, etc.
  - Suggested additional fee to numbers of \$50 each to put towards expansion for up to 4-5 years. Need to quantify what this money would go for.
  - Probably look for a vote by the members to do an additional fee for expansion funding.
  - Continue tracking turn down reservations for 2017.
  - Usage patterns to be addressed.
  - Usage fee for nights could be evaluated for addressing current issues.
  - Have the contingency of \$140,000 for 2 years would pay for 30 sites.
  - Answer, "What services do we offer or should we offer?"
  - Are we following our Mission Statement, or should it be re-evaluated? Article III was read by Elmer.

## **Next BOD Meeting:**

- Town Hall – 6pm June 8<sup>th</sup>
- Workshop – 9am June 9<sup>th</sup>
- BOD Meeting – 10 am June 10<sup>th</sup> with an EEC meeting beforehand at 9:00 am.

Meeting adjourned by Wayne Pauli at 12:15 pm