

McCarthy Creek Lot Owners Association (MCLOA)

200 W. 34th Avenue, #142 | Anchorage, AK 99503

MCLOA 2020 Annual Winter Meeting Minutes

McCarthy Creek Lot Owners Association Annual Winter meeting was held on Thursday, March 12, 2020. The physical meeting location in Anchorage was at the offices of Alaska Earth Sciences at 11401 Olive Lane, Anchorage, Alaska. Members also called into the meeting via a conference number posted on the MCLOA website and emailed to the membership in the meeting notice.

Meeting notes compiled by Dodie Pruessner, MCLOA Secretary and reviewed and approved by the board members.

Attendees: 12 lot owners, representing 20 Lots, 19 from Phase I, 1 from Phase II)

Jeremy Cohen (**President**) – B 6 L 1, 6 & 7, B 7 L 1, B 4 L 1 – Ph I

Pete Senty (**Treasurer**) – B 3 L 1 – Ph I

Craig Neill (**Vice President**) – B 2 L 2 & 3, B 3 L 14, B 1 L 4 – Ph I

Dodie Pruessner (**Secretary**) – B 8 L 1 – Ph I

Matt Kasvinsky – B 1 L 2 – Ph I

Matt Ehmt – B 3 L 8 – Ph I

Leif Mjos & Christine – B 5 L 4 – PH I

Julian Hanna – B 9 L 4 – Ph II

Rob Retherford – B 5 L 6 & 7 – Ph I

Bob Cook – B 5, L 1 – Ph I

Elizabeth Hilker – B 2 L 5 – Ph I (first half of meeting)

Jason Lobo – B 7 L 6 - Ph I (second half of meeting)

Jeremy Cohen called the meeting to order at 5:33 pm and noted that we had a quorum present for the meeting.

Dodie Pruessner read the list of all present in person and those that called in via telephone and asked for any additional to identify themselves.

Jeremy Cohen opened the meeting with a brief reminder about meeting etiquette, that we are all volunteers and are looking for positive participation from all members. The meeting is being recorded and in the interest of time everyone should keep their comments brief.

Financial Report:

Pete Senty – treasurer - gave a quick **financial summary** for the association. For the year ending on December 31, 2019 the MCLOA account received \$3,400 in income from dues and payments; and has paid \$2,400 in expenses. The current balance for the account is at \$34,600. Total dues owed to the association is \$20,400.

Pete continued with an update for the **tax filling** for the association. We have been working with an accounting firm to get caught up on filling the tax forms for the years 2014 – 2018. Pete is happy to report that he has the completed forms in-hand and will send them in next week and will report back when they have been accepted.

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QuickBooks online Status – Pete Senty reported that he has made great progress, he received the files for the association from Jennifer Rosenbaum and has setup an online version of QuickBooks and uploaded the data. All board members will have access to this version, and it will help automate the payment system. We are still working on reconciling the data base for all the lot owners to make sure the information is current.

Dues Payment Option update – Zelle is available as an option to pay annual dues with Wells Fargo, US Bank and some other banks, we are fine tuning this process. Check with your bank to see if Zelle is an option and then contact Pete Senty if you would like to use this option and he will give you directions. He is also working on documenting the directions and we will post them on the mcloa.org website. The Zelle option is free if your bank has the option.

QuickBooks also offers a payment option directly from the invoice. Pete is working on getting that set up for the 2020 annual dues invoice. This option will assess a 1% transaction fee per payment to the MCLOA QuickBook account which currently will equal 50 cents per lot per year for all that pay this way. There was a brief discussion about this cost, but the advantages outweigh this minimal expense. We are saving about \$700 per year for bookkeeping cost by Pete setting this all up in-house and paying directly from the invoice greatly reduces the manual work of mailing, depositing and documenting checks that are mailed in.

Pete will put together directions for the QuickBook payment option along with the invoices for this year. He can also answer questions via his email address which is available on our website.

Dues can still be paid by checks as well.

Status on Ph II roadwork reimbursement to Ph I

Pete reported that six phase II lot owners have not paid all road dues assessed in the past, for a total of approximately \$ 7000.

There were questions at last summer's meeting regarding ways to move forward with road improvements in phase II. Only one lot owner from phase II was present at this annual meeting and there was no further discussion on roadwork in phase II. If anyone wants to continue this discussion, please let board members know.

Update of Liens on Lots with Unpaid Dues and/or Assessments

Pete Senty reports that 9 lots owe more than \$1000 each at this time, but not all currently have liens against them. The current board has not taken any additional actions on liens and would like to keep this as an agenda item for the summer meeting.

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The current liens were filed two years ago and will expire in 2021 and may need to be refilled for a fee if the debt is still outstanding. We can also determine if additional liens should be filed for a cost and if that cost can be attached to the lien and/or an interest percentage should be added.

QuickBooks does not have an automatic way to track this type of additional cost, so it would be on the treasurer and/or board to document that.

BOD/MCLOA insurance

We may be the only board of directors that does not have an **Officers and Directors Insurance**, which is an industry standard that covers board of director members in case a lawsuit is brought against the association or board members against liability. Without that insurance board members (who are all volunteers) could be liable for good faith actions for the association.

The board members feel strongly that we need this insurance and that we would not remain on the board if we do not get it. We are soliciting quotes from insurers on cost for this policy. One has come in at \$3000, another agency that MAC is currently working with may be less and we have asked them for a quote for MCLOA.

Open for comments/questions from members, it would be good to approve a motion to move forward with this. This is not the same as a General Liability policy. The question was asked if an umbrella policy would be better for the association?

Bob Cook asked if there are Alaska state laws in place that would indemnify our type of association? He thought he had researched this in the past when he was on the board and had found something along those lines that went into law at about the time that the Alaska University System started selling this type of property?

The board members will investigate further and see what different insurance companies would cover to account for differences in cost, and keep on agenda for the summer meeting. Several members present expressed support for pursuing the insurance, none expressed opposition.

Property Management

The option to hire a Property Management company has been brought up at previous meetings to help with some of the time-consuming tasks (taxes, invoices, banking, record keeping) the board deals with every year. The current board has made much progress to update and consolidate some of these tasks. Our current treasurer, Pete Senty, is in the process of finalizing the association books to QuickBooks online, and once that is complete much of this

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should be easier in the future. Given these improvements the board recommends that we defer the discussion on this topic for another year and see how everything looks at that point. Members agreed and we will revisit this topic at next years annual meeting in March.

Road committee update

Road Charter

An updated rough **Road Committee Charter** has been submitted to the board and will be reviewed and then posted to the website for comments. Comments will be incorporated, and the final **Road Committee & Road Project Charter** will be published. Reminder that the Road Committee serves as an advisory committee to the board and cannot independently contract any road work on behave of the association.

Proposed road work for 2020

Not aware of any improvements proposed at this time.

Jason Lobo would like to see improvements to ditching and would like to continue to help with his grading, particularly for the Nizina road between the subdivision and McCarthy Creek. He would like to see culverts flagged.

Add agenda item for summer meeting to see how we can get funding to improve the Nizina road, possible sources including MAC, MCLOA, landowners further down Nizina road and possibly DOT?

McCarthy Creek bridge remediation

Rob Retherford shared that there was not much to update, not aware of new solutions, see if we can get an update from Rolands.

Jeremy Cohen may have a contact that works with hydrologic studies that may be able to advise us and will follow up. All lot owners should think about a plan or solution for this.

Jason Lobo offered for consideration that the original ROW for the Nizina road crossing McCarthy Creek is in a good cartographic location. This location referred to as McCarthy bypass would arch from the top of the bluff north-west to the second foot bridge. This would be a substantial cost.

We've probably seen 6 vertical feet rise in material over the last 15 years in the McCarthy creek flood plain. Jason is looking for a copy of an additional hydrology report from early 2000. Bob

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thought Barry Hecht may have included that in his evaluation. Maybe winter dredging would be a solution, possibly two channels for alternating years.

MCLOA is not the lead on this and it is really a whole area issue and perhaps MAC should be more involved, but we should be involved and have a liaison representing us with MAC and Pete Senty is willing to do that.

Election of New Directors – Secretary

No offers or volunteers stepped up; Bob Cook is willing to see if he can find a nominee. Dodie is willing to help bring someone up to speed. MAC does pay their secretary and that may be an option to encourage someone to step up. Could pay someone that is not on the board.

New Business (Including Any Items Brought Up by Members at the Meeting)

Retherford's truck/equipment available for fire prevention – board can allocate some funds to help offset some cost if anything is needed, also a possible demo/training around the summer meeting time.

Fire department would like to stage additional equipment on the south side (of McCarthy creek) to help with local response and standardized equipment. Sandstone water pool may be moved further south on Nizina Road to allow for better firetruck turnaround.

Jason Lobo - In light of current events we may want to consider pursuing a co-op to develop a sustainable community and share equipment. This community is at the very end of the supply line, any development to produce could be helpful.

2020 Summer Meeting:

The date for the 2020 Summer Meeting is proposed for Sunday, July 5th, 2020, at 5 pm at Toni Zak's (changed to on-line/telephone Zoom meeting due to Covid-19; if members did not receive email notice, contact board for meeting code).

The 2020 annual winter meeting was adjourned at 7:22 pm Alaska time.