

# SANTA FE RANCH PROPERTY OWNERS ASSOCIATION, INC.

## DRAFT NOTES

The following information is provided as a service to members of the Association in the form of "Draft Notes" taken at the Board of Director's Meeting held on the date indicated. These draft notes are subject to change, and will not be deemed the Minutes for the meeting until reviewed, changed or amended and approved by the Board of Directors. They are being made available for informational purposes only.

### MINUTES

Board of Directors Meeting  
September 23 2005 (9:00 A.M.)  
Yucca Fire Station

- I. **Call to Order**
  - A. The meeting was called to order by Board President Joan Johnson at 9:03 A.M. at the Yucca Fire Station.
- II. **Roll Call**
  - A. Board Members: Joan Johnson, David Bour-Beau, Hal Fisher, Jim Rooney and Michael Sawhill were present.
  - B. Guests: All guests signed in on the official Sign In Sheet, which will become part of the Minutes of this meeting.
  - C. Manager: Steve Buck and Kathleen Shade from Property Management Services were present.
- III. **Waiver of Notice and establish a quorum**
  - A. The Waiver of Notice Form was signed by all Board Members.
  - B. A quorum was established.
- IV. **Review and approval of draft notes from July 22, 2005**
  - A. A MOTION was made (Michael Sawhill) seconded (Dave Bour-Beau) and unanimously approved to accept the draft notes taken at the July 22, 2005 meeting, as Minutes of that meeting.
- V. **Manager's Report**
  - A. **The Financial Reports**
    1. The Board reviewed Report # 1-All owners owing only the 2005 Assessment.
      - a. The number of parcel owners on the list has declined from 145 names as of May 20, 2005 and 47 names on July 22, 2005 to 36 names as of September 23, 2005 with a note that 11 of the 36 are owned by the same owner. A representative of that owner was present, and the representative said that she would assist with the collection effort.
    2. The Board reviewed Report # 2- All owners owing more than just the 2005 Assessment.
      - a. The number of parcel owners on this list has also declined from 157 parcels as of May 20, 2005 to 71 parcels as of September 23, 2005.
    3. The Operating Account information was reviewed.
    4. The Board reviewed the Check Registers for July & August, 2005.
    5. The Board reviewed the Cash Flow Report through August, 2005.
    6. The Board reviewed the Budget Comparison Report through August, 2005.
    7. The Board reviewed the Summary of all bank accounts and the individual bank statements.
    8. The Board reviewed the circumstances involving a "dues refund" reported in July.
    10. A MOTION was made (Dave Bour-Beau) seconded (Jim Rooney) and unanimously approved to accept all financial information as it was presented.
  - B. Discussion and review of an invoice from attorney Jamie Kelly.
    1. The basis of the billing was the one hour interview conducted by the Board representatives.
    2. The consensus of the Board was that the invoice should be paid.
  - C. 2<sup>nd</sup> Request for reimbursement by the owner of Parcel # 740 Manjarrez.
    1. The Board reiterated its prior directive to the Manager, to draft a response indicating the Board's policy of not paying for towing fees, for owners who become stuck while driving on the roads within Stagecoach Trails. It was mentioned that it would be a good idea to send the response letter certified to insure that it gets delivered.
- B. **Conditions, Covenants and Restriction Enforcement efforts.**
  1. The Board will review the status of Parcel #860 and the recommendation from attorney Geri Miller.
    - a. There are two mobiles on this parcel. They are identified as Unit 1 and Unit 2.
    - b. Geri Miller and the owner Robert Tynda had reached the following resolution, as to Unit 1.
    - c. If the Board agreed he requested until the end of the year to remove Unit 1. Unit 2, he contends was manufactured less than ten years before it was brought onto the parcel, and therefore the ten year barrier was not breached.

- d. Manager Steven Buck indicated that Geri Miller has received authorization for a representative to visit the parcel to inspect Unit 2.
  - e. A MOTION was made (Michael Sawhill) seconded (Hal Fisher) and unanimously approved to authorize Geri Miller by Robert Tynda to remove Unit 1, by the end of the year, with the understanding that Mr. Tynda would either post a \$3,000 performance bond, or \$3,000 to be available for use to pay for the removal of Unit 1, if not completed voluntarily by Mr. Tynda by the end of 2005. The Manager, Steven Buck, was directed to visit Parcel # 860, to determine if any evidence was available to establish the age of Unit # 2 and, Geri Miller, was asked to request that Mr. Tynda provide a Bill of Sale, or some other document used in the purchase process that carried a reference to the age of Unit 2.
2. The Board will continue to monitor clean up efforts on parcel #2402 with the intention being to correct the violation of the Conditions, Covenants and Restrictions provision that states: "No storage of trucks, cars, buses, equipment or building materials shall be stored on any Parcel unless enclosed in a proper structure to not be visible from an adjoining Parcel or passing on the roadway".
- C. Road Maintenance Report
1. The Board reviewed the report that included all road grading work orders that have been issued but not completed.
  2. The Board reviewed the report that included all completed grading work orders.
- D Correspondence:
1. There was no other correspondence received, other than as noted elsewhere in the Minutes.

VI. Old Business

- A. Joan Johnson said that she would follow up with the sign company that she contacted before the last meeting to determine why they had not made contact with the Manager to complete the order for the "No Hunting" signs.
- B. Condition, Covenants and Restriction Enforcement Training for the Board, will be scheduled after completion of the efforts to correct violations on Parcel # 860 and Parcel #2402.

VII. New Business

- A Newsletter Update (Chuck Bennett, Chairman)
1. The next Newsletter is scheduled for distribution in November, 2005.
- B. Review of the request from Boriania Construction to increase grading costs per mile.
1. Concern was expressed over the anticipated fluxuation of gas prices, so that the Association as well as Boriania Construction would be adequately compensated and not over compensated, for the increased costs of fuel.
  2. A MOTION was made (Michael Sawhill) seconded (Jim Rooney) and unanimously approved directing the manager to work with Boriania Construction to develop an index that would reflect the changes in fuel, predicated on a new adjusted base price of \$133.00 per mile of grading, using the fuel costs from 1 year ago against the current fuel costs, with adjustments to occur on the first day of the month starting on November 1, 2005 and to use the adjusted price each month through the end of 2005.
- C. Proposed 2006 Grading Program
1. The Board reviewed a report which indicated the cash flow for the remainder of 2005 using higher fuel costs.
  2. The Board reviewed reports which indicated the cash flow for 2006 using income based on a 10% increase in annual dues, and a \$30 increase in Annual Dues.
  3. A MOTION was made (Michael Sawhill), seconded (Dave Bour-Beau) and unanimously approved to authorize the Manager to proceed with grading all roads within the Association, over the last quarter of 2005, allowing for basic road maintenance of 4 passes (with no additional time allocated to improving the quality of soil, widening or installing drainage ditches).
- D. Discussion regarding the removal of the ranch fence along Shadow to allow for necessary widening.
1. This discussion was tabled to allow for additional time to work the road, to determine the necessity of removing the fence, at this time.

**VIII Board Member Input**

- A Board Member Hal Fisher, asked, and received, permission to prepare a report for the Board to review at their next meeting, outlining the development of a Road Committee. The Report should provide the purpose and how the committee will function within the Association.**
- B The Board will discuss and appoint members to the Nominating Committee at the next Board Meeting.**
- C President Joan Johnson proclaimed that the Annual Meeting Planning Committee shall become the Annual Meeting Committee, responsible for staging the next Annual Meeting.**

**IX. Membership Input**

- A An owner questioned paragraph G of the Covenants, Conditions, and Restrictions specifically noting the role of the Declarant not having to pay assessments under certain circumstances. It was explained that the Association had not been running in a deficit for many years making that provision to contribute irrelevant and it was noted that the Declarant owned so few parcels it was of little impact.**
- B. An owner questioned directional signs that have been placed in the roadways. It was mentioned that the signs were not authorized by the Association.**
- C. An owner asked about the application for a bulk mailing permit. President Joan Johnson said that she turned in the application to the post office.**
- D. An owner asked if the corner of Doc Holiday and Shadow could be graded to allow better access to the property. Manager Steven Buck said that Borianna Construction had been notified of the problem, and would improve the road condition.**
- E. An owner noted that the cattleguard on Mesquite was undermined. Borianna Construction has plans to complete the grading of Mesquite which will include the area around this cattleguard by the end of September, 2005.**
- F. An owner reported that it appeared that a structure was being built on Parcel #2402, and the question was raised over whether or not a septic tank had been installed. The Manager said that he would follow up on the report.**
- G. Another owner reported that during September she had a need to call 911 for a medical emergency involving a resident in her home. She was pleased to report that the 911 system worked as it was designed to do, in contrast with earlier reports months ago, by residents who complained that the 911 system was not working properly.**

**X. Schedule the next meeting**

- A. The next meeting of the Board has been scheduled for November 11, 2005 starting at 9:00 A.M. at the Yucca Fire Station.**

**XI. Adjournment**

- A. There being no other business to come before the Board, the meeting was adjourned at 11:50 A.M.**