

**WILLIAMSON VALLEY RANCH ROAD ASSOCIATION  
APRIL MEETING MINUTES  
April 8, 2011, 7:00 p.m.**

<b>Present:</b> Brian Howell, President; Bill Bates, Vice President; Robert Leech, Secretary; Joyce Pritts, Treasurer; Rosie Carroll, Special Events Coordinator; Jim Copland; Joe Pritts; John Weaver.																
<b>Guests:</b> Jim Carroll, Pam Copland, Kathrynne Howell, Debbie Weaver																
	<b>DISCUSSION</b>	<b>ACTION</b>														
<b>CALL TO ORDER</b>		The meeting was called to order by President Brian Howell at 7:03 PM.														
<b>ROLL CALL OF MEMBERS PRESENT</b>		All Board Members Present														
<b>READING &amp; APPROVAL OF MINUTES</b>	Motion made , seconded, for approval of prior meetings with modifications	Unanimously approved														
<b>REPORTS BY MEMBERS OF BOARD</b> • <b>Treasurer's Report</b>	<p>Treasurer's Report:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Bank Account-Checking</td> <td style="text-align: right;">\$51,665.20</td> </tr> <tr> <td>Bank Account-Contingency</td> <td style="text-align: right;">\$15,032.81</td> </tr> <tr> <td><b>Total Banking</b></td> <td style="text-align: right;"><b>\$66,698.00</b></td> </tr> <tr> <td><b>Accounts Receivable</b></td> <td style="text-align: right;"><b>\$ 8,601.07</b></td> </tr> <tr> <td> <b>Accounts Paid</b></td> <td style="text-align: right;"> <b>\$0.0</b></td> </tr> <tr> <td> <b>Accounts payable Total.....\$189.47</b></td> <td></td> </tr> <tr> <td>    Jim Pool- Web Services... ..\$189.47</td> <td></td> </tr> </table> <p>Motion made, seconded, for approval of Treasurer's Report</p> <p>It was presented that when the Secretary compared email record lists against the Treasurer's Records some discrepancies were discovered.</p> <ul style="list-style-type: none"> <li>• <b>First Case:</b> When a property is closed, it is the Title Company's responsibility to notify the Treasurer of the new</li> </ul>	Bank Account-Checking	\$51,665.20	Bank Account-Contingency	\$15,032.81	<b>Total Banking</b>	<b>\$66,698.00</b>	<b>Accounts Receivable</b>	<b>\$ 8,601.07</b>	 <b>Accounts Paid</b>	 <b>\$0.0</b>	 <b>Accounts payable Total.....\$189.47</b>		Jim Pool- Web Services... ..\$189.47		Unanimously approved
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**REPORTS BY  
MEMBERS OF  
BOARD  
(CONTINUED)**

owner. The new owner signs a closing document acknowledging the property is part of PUD and may be required to pay fees. When this is not done then WVRRA has no knowledge to properly bill the correct owner for fees. Consequently multiple year fees have been incurred.

- **Second case:** Failure to pay due to foreclosure. Treasurer to investigate and follow up.
- **Third Case:** Owner purportedly sold property to adjacent property owner. However, County Tax records show the original owner as responsible for current taxes and back due taxes. The 'new owner' who owns the adjacent property has been paying road fees and can be presumed to be aware that road fees are required on the new purchased adjacent property. Apparently the Road Association never sent out a demand for payment (bill). This is believed to be as a result of how the record of previous owners (inactive) and current owners (active) is maintained.
- **Fourth Case:** Owner of three properties. One property is not contiguous with the other two. The owner has paid only one fee. Apparently, the three may have originally been part of a larger parcel which has been subsequently subdivided such that one of the subdivided properties is no longer contiguous with the other two properties which remain contiguous.

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With regard to all four cases motion made and seconded to:

- Send a letter notifying amount of fees due.
- Request contact WVRRA to resolve.
- Thirty day timeframe to respond.
- Letter to be sent Registered Mail.
- Secretary to draft letter
- President to sign letter.

Treasurer presented a list of owners with past due fees:

- Four are past due two years and have had a first year lien initiated. A second year lien needs to be done with a follow up letter by attorney.
- Three are in Repo status.

Unanimously approved



**COMMITTEE REPORTS**

- Road Committee

The Road Committee report follows:

## Conclusions

- Recommendations to be based on
  - Current wear and tear
  - Meet legal obligations
  - Traffic patterns, usage
  - Traffic speed
- Available funds
- Timeliness
- Competitive Contract Bids as possible

3-11-2011

WVRRA Road Committee Report

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## Follow up Actions Continued

- Evaluate weed control solutions – Completed
  - References: Talking Rock
  - Road protection: 18” – 24” only needed
  - Mowing not required: Anything beyond the spraying should be owner responsibility
  - Use contractors who are licensed and insured with state approved chemicals
  - Best Window: Last two weeks of April
  - Best Proposal from S.O.S. Exterminating @ \$1750
  - Request Board auth for weed control: Up to \$2000.00



**Point made during presentation discussion**

3-11-2011

WVRRA Road Committee Report

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**COMMITTEE  
REPORTS  
(CONTINUED)**

- **Road  
Committee**

## Ongoing Actions

- Evaluate possible methods of traffic control to min wear & tear – **Under Consideration**
  - Entrance Sign – ‘Enter at own Risk’, No County Maintenance, No through traffic
  - Controlled access
- Member diligence though updated info via WVVA.com & Email

3-11-2011

WVRRR Road Committee Report

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## Ongoing Actions - Continued

- Have sought professional advice and continue to do so
- Continue to evaluate options for **long term resurfacing** solutions
  1. Build up reserve to gradually improve sections of roadways
  2. Bring roads to County Standards to eliminate road fees

3-11-2011

WVRRR Road Committee Report

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<p><b>COMMITTEE REPORTS (CONTINUED)</b></p> <ul style="list-style-type: none"> <li><b>Road Committee</b></li> </ul>	<p>Options for resurfacing were discussed which would require building up a reserve fund to cover significant resurfacing. A good base build up is a necessary requirement for any type of resurfacing.</p> <p>Committee is developing a plan to evaluate resurfacing options.</p> <p>Point was made that other pot holes would most like show up at a later time which would need to be addressed in the future.</p> <p>Concern over the cost associated with 'staging fees' for repair was discussed. It was noted that cost is normally amortized with 300 sq yds of AC patch work.</p> <p>Preparation of RFP</p> <p>Weed control proposal from SOS presented. Revised price at \$1750. Covers out to 5 ft although actual control for protection of the road surface is 12-18 inches from the edge. Recommended one spray of both pre-emergent and post-emergent be done before the end of April.</p> <p>Discussion followed about cutting weeds:</p> <ul style="list-style-type: none"> <li>• Should be done after spraying</li> <li>• Necessary for maintenance?? Discussion ensured that cutting at least six foot back from the edge made the community look nice, a result the homeowners could see their fees at use.</li> <li>• Funds allocated to weed cutting would be a diversion from AC patching and resurfacing.</li> </ul> <p>Motion made and seconded to authorize up to \$2000 for spraying.</p> <p>Proposal for weed cutting up to 6 ft from edge of road surface for those roads the Association has maintenance responsibility was presented. Cost to be \$3300. Vendor highly recommended.</p> <p>Further discussion regarding the necessity of weed cutting ensued</p> <p>Motion made and seconded to authorize weed cutting as proposed.</p>	<p>Unanimously approved</p> <p>Motion carried,</p>
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<p><b>COMMITTEE REPORTS (CONTINUED)</b></p> <ul style="list-style-type: none"> <li><b>Road Committee</b></li> </ul> <p><b>Web Master Report(not present)</b></p> <p><b>NEW BUSINESS</b></p>	<p>The need for a budget is recognized in order to understand expense trade off. Concept of developing longer range plan to support resurfacing being pursued by Road Committee</p> <p>Possible signing to control the traffic patterns and usage of the roads discussed. This included the concept of gated access. Previous experience and evaluations by Board Members discussed.</p> <p>Report via Email. Summarized by Secretary.</p> <ul style="list-style-type: none"> <li>Have some increased activity from previous month – probably due to email notice about Bazaar.</li> </ul> <p>Need to encourage Members to be aware of the Web and info posted there. One method is to point to Web page every time and encourage all members to pass the word.</p> <p>Can better use of meta-tags be used? More use of advertising? Recommend we work with Webmaster to see how we can be more supportive and achieve more effective use of the Web.</p> <p>Need for long range planning identified to include annual budget.</p> <p>Request made for funding for Bazaar Advertising. Motion made and seconded to authorize up to \$50 in advertising.</p>	<p>Five For: Carroll, Howell, Joe Pritts, Joyce Pritts, Weaver</p> <p>Four Against: Baccala, Bates, Copland, Leech</p> <p>No action deemed necessary</p> <p>Secretary Volunteered to prepare a 'straw-man' 2011 budget for next meeting.</p> <p>Unanimously approved</p>
<p><b>ADJOURNMENT</b></p>	<p>Monthly Board Meetings to be held second Friday of each month.</p> <p>Next meeting for 7:00PM, Friday, May 13, 2011: Location not determined</p>	<p>Meeting was adjourned o/a 8:45 PM</p>