

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

Present: Brian Howell, President; Robert Leech, Secretary Rosie Carroll, Special Events Coordinator; Jim Copland; John Weaver.																										
Not Present: Bill Bates, Vice President; Joyce Pritts, Treasurer; Joe Pritts;																										
Guests: Tom Boelts; Greg Larson; Judy Larson																										
	DISCUSSION	ACTION																								
CALL TO ORDER		The meeting was called to order by President Brian Howell at 7:03 p.m.																								
ROLL CALL OF MEMBERS PRESENT		Confirmed as listed above																								
READING & APPROVAL OF MINUTES		April minutes approved																								
TREASURER'S REPORT	<p>In Treasurer's absence the President presented the following:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Bank Account-Checking</td> <td style="text-align: right;">\$49,640.90</td> </tr> <tr> <td>Bank Account-Contingency</td> <td style="text-align: right;">\$15,032.81</td> </tr> <tr> <td>Total Banking</td> <td style="text-align: right;">\$64,673.71</td> </tr> <tr> <td>Accounts Receivable</td> <td style="text-align: right;">\$ 8,611.07</td> </tr> <tr> <td colspan="2"> </td> </tr> <tr> <td>Accounts Paid</td> <td style="text-align: right;">\$ 3226.72</td> </tr> <tr> <td style="padding-left: 20px;">Jim Pool, Web Fees</td> <td style="text-align: right;">\$ 149.72</td> </tr> <tr> <td style="padding-left: 20px;">Webbers Insurance</td> <td style="text-align: right;">\$2621.00</td> </tr> <tr> <td style="padding-left: 20px;">Bennett Accounting IRS</td> <td style="text-align: right;">\$ 360.00</td> </tr> <tr> <td style="padding-left: 20px;">USPS</td> <td style="text-align: right;">\$ 96.00</td> </tr> <tr> <td colspan="2"> </td> </tr> <tr> <td>Accounts payable</td> <td style="text-align: right;">\$ 0.00</td> </tr> </table> <p>Motion made and seconded to approve the USPS Expense</p> <p>President has prepared 14 liens for filing for those who have not paid 2011 fees. Expect to file week of May 16, 2011.</p> <p>Discussion followed regarding procedure for filing liens.</p> <ul style="list-style-type: none"> • A lien is filled with updated values for each successive year 	Bank Account-Checking	\$49,640.90	Bank Account-Contingency	\$15,032.81	Total Banking	\$64,673.71	Accounts Receivable	\$ 8,611.07	 		Accounts Paid	\$ 3226.72	Jim Pool, Web Fees	\$ 149.72	Webbers Insurance	\$2621.00	Bennett Accounting IRS	\$ 360.00	USPS	\$ 96.00	 		Accounts payable	\$ 0.00	<p>Unanimous approval</p>
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<p>PRESIDENT'S REPORT</p> <p>VICE PRESIDENT'S REPORT</p>	<p>that fees are not paid.</p> <ul style="list-style-type: none">• After the second year of nonpayment a demand letter is sent by the attorney.• It was confirmed that a second reminder is not deemed necessary before filing the initial lien. <p>Review of Web Master Email followed;</p> <ul style="list-style-type: none">• Review of updated Web Front Page with 1st Advert!• Rosie Carroll requested ad space for Caldwell Banker and proved Calling car to Secretary for inclusion in the Front Page.• Michael Baccalla indicated he would request space for the gun shop as well.• Statistics show 20% increase of hits by owners over the previous month progress.• Emails for Board Officers have been changed to hyper-links to facilitate response or query to a member.• Secretary noted he has planned to meet with Webmaster to determine what we could do to make the site more effective and visible to the Association Members and potential buyers. <p>Although not present, it was noted that Bill Gates took the responsibility to arrange for the previously approved weed cutting for beautification to be done at the most appropriate time.</p> <p>Timing to be based on rate of weed spraying effect.</p>	
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WV RANCH ROAD ASSOCIATION

ROAD COMMITTEE REPORT
Follow up to Previous Report
5-13-2011 Board Meeting

Bill Bates (not preset)
Jim Copland
Robert Leech

WVRRR Road Committee Report

5-13-2011

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Base 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

5-13-2011

WVRRR Road Committee Report

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**ROAD
COMMITTEE
CONTINUED**

Key Point A



Follow-Up Actions

- *Prepared Scope of Work and RFP for AC Patching to receive formal proposals*
- *RFP issued – Point of Contact: Jim Copland*
 - *Companies Contacted*
 - *Grady's Paving & Grading*
 - *Super Seal*
 - *Turco of Chino Valley*
 - *Response due by Thursday, May 26, 2011*
 - *Work to be completed by September 30, 2011*
- *Weed Cutting to be scheduled by Bill Bates*

5-13-2011

WVRRR Road Committee Report

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Ongoing Actions - Continued

Key Point B



- 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

5-13-2011

WVRRR Road Committee Report

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Discussion ensued regarding the weed spray.

- Invoice received (\$1841.25) which Secretary will pass to Treasurer since payment up to \$2000.00 authorized at April meeting.
- Spraying had to be rescheduled from original date in order to avoid high winds which was successful.
- Two members of Road Committee, Secretary & VP, accompanied the spraying on the first pass of all 5.7 miles to avoid spraying property plantings close to the road. Part of the second pass was done without Road Committee presence.



SPECIAL PROJECTS

Bazaar reported as good and fun for all in spite of the wind. Most everyone made some money. Good traffic flow. Most participants said they would participate again. Recommended that Special Projects write up a notice for the Webmaster to post reporting on the Event

OLD BUSINESS

In response to the task assigned in the last meeting a proposed budget for 2011 was presented by the Secretary. This budget follows minutes.

- At the top is the expected Road Fee Income for 2011 based on 194 properties being billed. After accounting for 2011 nonpayment and the allocation for Emergency Road Reserve there is an available balance of \$48,751.
- On the left column is a summary of the 2010 Expenses. This is a consolidation of the Quickbooks Pro Summary provided by the Treasurer.
- For 2011 Recurring expenses are anticipated to be \$5,180, Mowing at \$3,200 and Road Expense of \$21,100.
- This leaves \$19,271 available for anticipated paving.

Discussion followed regarding further paving options.

- It was noted that the Road Committee is working on an evaluation of paving options with the pros & cons of each as noted in **Key Point B** (above). This work will be presented in the future.
- The review of the recently released RFP, (**Key Point A**, above) was conducted. This is to be a 'turn key' function not requiring any additional Board intervention.
- It was pointed out that the objective of this repair was to recondition the underlying road base that has failed in these areas after several years. The premise is that with this repair the roads will be more suited for long lasting surface repaving.

Question arose regarding the need to spray again this year. Although done twice a year previously we would 'watch and see'.

Question then arose whether weed cutting is part of road maintenance.

- As noted in the previous Road Committee Report in April it is recognized that weed control within 18" – 24" is necessary to prevent road deterioration along the edges which is accomplished by spraying.
- Cutting has been done in prior years and projected for this year as it improves the road appearance which receives positive feedback from owners.

	<p>President requested clarification regarding the notice and demand letters prepared by the Secretary as requested in the April meeting.</p> <ul style="list-style-type: none"> • Letters were prepared for each of the four specific cases of multiple past due as previously discussed and a general letter for those past due for 2011. • Procedure previously used in the past for past due letters was discussed. President pointed out that for 2011 past due a notice of lien filing, invoice and letter demanding payment would be sent. <p>President requested update on previously property issue in question. Board member handling this situation reported no change in the situation. Recommended that all concerned and effected owners call once a week to Yavapai County Board of Health to register a complaint with the objective of motivating the Board of Health to take action.</p>	
<p>NEW BUSINESS</p>	<p>It was noted that the Association has a \$25 property transfer fee which effectively is a means to cover the expense of the Association maintaining the WVRRA records of owner transfers. In effect, it is a means for the Association to have funds for WVRRA overhead.</p> <ul style="list-style-type: none"> • Noted that another association charged one percent of sale price. • Noted that a newspaper article stated max transfer fee now allowed is \$400. <p>Proposal put forth that WVRRA considerer increasing the transfer fee.</p> <ul style="list-style-type: none"> • John Weaver stated that he in concert with the Treasurer would contact the Title Companies to determine what other associations are charging and would come back with a recommendation. • It was noted that to increase the fee is similar to the government imposing another fee to raise money and WVRRA should avoid similar action. This position also received support. • It is believed this could a fee that could be used go to road maintenance • Need to check whether such an action is authorized in the By-Laws. 	

	Question rose about road access beyond the road edge. Since the measurement is made from the center it will vary based on the road width.	
COMMENTS FROM ATTENDEES	Question whether the spraying kills all weeds such as the thistles which seem to still be surviving along Friendly Meadow. Spraying company has informed us that the thistles are slower reacting and should die out.	
ADJOURNMENT	Monthly Board Meetings to be held second Friday of each month. Next meeting for 7:00PM, Friday, June 10, 2011 at Home of Rosie Carroll.	Meeting was adjourned o/a 8:01 PM.