

TRLA Annual Meeting

May 26, 2012

Timberlake Community Ranch House

Linda introduced Wayne Ramm who led the landowners in the Pledge of Allegiance and followed by a moment of silence in memory of those who paid the ultimate sacrifice in foreign wars.

Battalion Chief Wolford announced that although the State of NM still hasn't officially declared any fire restrictions, Timberlake had implemented fire restrictions and he encouraged everyone to adhere. The Ramah Volunteer Fire Dept. has received a \$200,000 grant and is going to construct a 45,000 gallon water tank around June 15th for Timberlake usage and a new brush truck is coming in July. Plans for next year include an addition to the building along with a new engine truck. A heliport is still planned. The intention is for our sub-station to become a full blown station house, which means we would have a better chance of getting Timberlake Road improved. Personal insurance rates might also be reduced. More volunteers are also needed and encouraged – please contact Mr. Wolford.

Linda Pedersen brought the official Annual Meeting of Timberlake Landowner's Association to order at 10:35 a.m.

Secretary Mary Jo Wallen announced the 20% quorum needed to hold the Annual Meeting had been achieved.

Last year's meeting minutes were not read, but were available to everyone upon registering their attendance. There were no changes, so Jo Garcia motioned that they be approved. Eileen Domer seconded the motion and the motion carried..

Linda Pedersen introduced the current Board Members – Linda Shoppe, Jerry Toellner, Don Parry, Dale Spencer, Eileen Domer and Mary Jo Wallen.

The **Board's End of the Year Report** was presented with Linda Pedersen providing a quick overview of TRLA's demographics as of the spring, 2012.

Treasurer's Report

Eileen Domer, Treasurer, provided the highlights of the financial reports as of April 30, 2012 and stated that detailed reports and pie charts could be found in the Annual Meeting handout.

- Total Income 7/1/11 thru 4/30/12 = \$174,927.83
- Total Expenses 7/1/11 thru 4/30/12 = \$94,168.00
- Added Depreciated Assets: Picnic tables for Ranch House = \$5,371.17 & Property Taxes, title Woodland Property = \$2,102.87
- Expected Expenses for May & June, 2012 = \$20,000.00
- Possible carry forward = \$27,191.00
- Budget Over Runs:
 - Ranch House Maintenance & Repair by \$1,133
 - Dump Truck Maintenance & Repair by \$1,257

- Ford 550 Pickup Truck Maintenance & Service by \$58.00
- Pie Charts: Administrative Expenses were 25%, an increase of 50% due to the increased cost for office supplies and expenses, postage and especially legal fees due to increased bankruptcies, foreclosures and lien placement. Ranch Operations Expenses were 75% of the total outflow, down 14% from the 2010-2011 fiscal years.
- Budget for 2012-2013 approved by the Board – dues will remain at \$230.00 per lot/yr.
 - Line item for Property Taxes increased for additional land.
 - Line item for Liens/Notary Fees increased to \$500.00. Cibola and McKinley Counties increased the cost of filing/releasing liens from \$9.00 to \$25.00. Legal Fee line item will remain at \$18,000.
 - Building Maintenance & Repair decreased from \$7,500 to \$4,500.
 - Gravel, Road Maintenance & Repair Budget increased from \$50,000 to \$65,000.
 - Truck Loan will be satisfied in April, 2013.
 - Contingency (\$10,000) line item removed.
- Collections:
 - Nine percent 9(%) still owe current year dues; compared to 8.6% last year.
 - Collected 50% of previous year's dues, the same as last year.
 - Five lots are with Lawyer for foreclosure, three lots are in position for foreclosure by TRLA, and one lot will be sold by the State.
 - Landowners declared bankruptcy on four lots.
 - One lot foreclosed by a Bank, two lots are currently in that position. One lot sold by NM State for back taxes, new owner paid assessment fees, but not legal fees. Two new owners found for lots with debt. One has paid; other making payments.
 - Liens are placed after 18 months or more delinquency. This year nine (9) new liens were placed for a total of 28 – two more than last year.
 - Nine liens released. Four were from 1992 and 1993. One release is pending.
- Budget Goals for Fiscal Year 2012-2013
 - This year was the first in many that TRLA has had to deal with foreclosures and bankruptcies. As the financial atmosphere continues to become tense, the Board will be fiscally responsible and stay within budget.
 - Continue to improve record keeping.
 - A reasonable reserve will be maintained for Capital Expenses, Replacement Cost and Assessment Fee short fall.
 - To help cover the rising cost of collecting Assessment Fees, a 10% late fee will be added in July, 2012 to the accounts of Landowners who did not pay their previous years dues and do not have a lien in place.

Don Parry, Vice President, interrupted the Board Report in order to honor Linda Pederson as the out-going President. Linda has served six and a half years on the Board and provided the leadership needed to renovate the Ranch House, re-write the By-Laws & Covenants, get the finances back into a positive position and so many other projects that have helped to improve the well-being of Timberlake. A beautiful plaque with a picture of the Ranch House was given to Linda in appreciation for all her service as well as her husband, Danny, who has volunteered many many hours of time and effort in the renovation and maintenance of the Ranch House and Common areas.

Needless to say, we surprised Linda. Linda expressed her thanks to everyone that has helped her the past six and a half years and indicated she's not gone. She's still going to be actively involved with Volunteer activities and helping the new Board finalize several projects still in progress.

THANK YOU, LINDA!

Board of Directors Report

Mary Jo Wallen, Secretary, reported that the Board met every month except for June, November, December and January. Some of the extra tasks achieved by the Board (not reported elsewhere) were:

- Revised Guest Membership Agreement and approved by Cassutt, Hays & Friedman, P.A. (1) Guest will be held responsible for all legal fees if they fail to fulfill obligations and (2) Guest will be held responsible for the cost of "all" keys to be redone.
- Continued to update Policy & Procedures Manual (1) Implemented Key Checklist for Ranch House, Bath House and all equipment. (2) Policy established to reimburse Travel Expenses for Board Members @ 45 cents per mile while conducting Ranch business (Board Members are only reimbursed for unusual and necessary trips to conduct legal affairs of TRLA (3) Hiring, Promotion & Dismissal policies reviewed and updated.
- Updated Contact List (vendors, county Reps, etc.) and provided to all Board Members.
- Began enforcement of the 10% late fee (per By-Laws) on landowners effective August 2nd (after dues are one year late).
- Revised Ranch Hand timesheet to provide more details and equipment maintenance information.
- Began initial conversations between Board and landowners concerning the Ramah Trail System (updates have been in each Newsletter)
- Submitted request to Verizon for cell tower. Many landowners have reported a lack of service but to our knowledge, only three have submitted official complaints to Verizon and/or the NM Public Relations Committee. Contact information was provided in the March newsletter. Without assistance from landowners, Verizon and the NMPRC will probably not afford us any attention for our concerns.
- Re-keyed existing safe to provide safe and secure storage of TRLA legal documents.
- Potential RV/Blackwater Dumping Station for Recreational Landowners was voted down after meeting with local Environmental Specialist.
- Reviewed Ferrell Gas Propane Lease/Purchase programs to ensure cost effectiveness.
- Linda Shoppe filled a Board vacancy which expires in 2013.
- Purchased nine (9) new aluminum/folding picnic tables to replace some of the existing wooden picnic tables. Volunteer Group donated \$450 towards the purchase.

Areas under Board Investigation:

- Review of Major Equipment & Capital Investment lists for the next two to 20 years (e.g. Zetor tractor and lawn mower replacements in two years, Ranch House metal roof in nine years, purchase of backhoe and keeping Zetor for light work). Purchase of

roller/sheepsfoot; construction of Equipment Storage Building for Grader, Tractor, Ford 550, brush hog, snow plow attachments, etc.

- Further investigation of constructing a trail system within TRLA.
- Surveying needs.
- Road Maintenance & Improvement is always a major concern.

Of Special Importance is the fact that next year we will have another three open Board positions. Jerry Toellner (Roads), Eileen Domer (Treasurer) and Mary Jo Wallen (Secretary) will be going off the Board. These positions require someone who either lives here full time or can be available a lot of the year because of the work that is done on a daily basis.

Legal Report

Linda Pedersen reported that TRLA continues to retain the law firm of Cassutt, Hays & Friedman, P.A. in Santa Fe, NM.

Legal expenses have increased in FY 2011/2012 due to two (2) Landowner bankruptcies where TRLA was named as codefendant; five (5) foreclosure processes on eight (8) lots; acquisition of additional Common Land; and legal opinions requested by the Board of Directors, e.g. Ramah Lake & Water Use Rights, Open Range and damage due to roaming cattle, Trail System, loss of Common Land due to resurveying, Guest Membership Agreement, etc.

Total Cost as of May, 2012 = \$7,607.32.

Communications Report

Linda Pedersen reported:

TRLA's website is hosted by trnews.info which is sponsored and maintained by Roger Irwin and Tim Amsden. David Skinner continues to volunteer his time to assist them by updating and maintaining the archiving of records for TRLA. The trnews.info website has over 65,000 hits (up 8,000 from a year ago) and TRLA 6,800 (up 1,700). We are indebted to these men for keeping Landowners informed of facts that can affect lives and property.

The Timberlake Times Newsletter is published three times a year and the Board contracted with Shawna Compton to do the layout with editing and addition of her personal photography. Approximately 280 newsletters are printed, folded, taped, addressed and stamped for each mailing. The newsletter is converted to a portable document format (pdf) and electronically sent to 358 email addresses. This saves TRLA about \$160 each newsletter edition. Let us know if we can use your email address.

Timberlake and Rosie Alerts: On occasion when there becomes a situation that impacts Timberlake immediately, e.g. lost and found pets, Bear/Mountain Lion alerts, suspicious behavior, etc., An electronic alert is sent to landowners in the Timberlake area. If you want to be included, notify Mary Jo Wallen or Linda Pedersen.

Roads Report

Jerry Toellner, Roads Chairman, reported that maintenance was performed on the grader, dump truck (hydraulics had to be repaired as it was a safety issue), Ford 550, Zetor and lawn mower. The following roads have been repaired, upgraded and/or graveled:

Aspen Loop	Blackbear	Bobcat	Cottonwood Drive
Cottonwood Loop	Culebra	Oak Drive	Pinion
Pinetree	Sunflower/Hilltop intersection	Yucca	

Before fall, we intend to complete spot gravel on several roads (e.g. Elk to Roadrunner, part of Sagebrush, Yucca, several roads in CCT). At the present time, C & E Concrete is out of 1 ½" rock, so we will have to wait for availability. Some ditching and culverts need to be worked on. The cattle guard (as you enter No Man's Land) will be cleaned out to prevent cattle from wandering into Timberlake as well as some fencing that needs to be repaired.

Only 22 hours of snowplowing was needed since there wasn't much moisture. Tree trimming on Aspen Loop and Cottonwood Loop needs to be finished. All of the details/expenses can be found in the Annual Report.

Commons Report

TCC Ranch House

Don Parry, Commons Chairman, reported that there are approximately 1,200 acres of Timberlake land in McKinley & Cibola Counties, upon which lies the TCC Ranch House, Bath House, south and north lake gate entrances and roads along shoreline, boat ramp and parking area on north side, and about 38 miles of side roads and easements.

The following improvements, repairs and maintenance were performed in FY 2011/2012:

- Original oak floors repaired, stripped and refinished.
- New wood deck and steps made and installed to the south of kitchen entrance.
- Insulation was blown into the ceiling space above the entire Ranch House and Rock Room.
- Acoustic tapestries (3 of 6) hung in Rock Room by Linda Pedersen.
- Window treatments installed on Ranch House windows (provided by Timberlake Neighborhood Volunteers).
- Lighting installed over the kitchen sink.
- Cement ramps were poured for wheel chair accessibility on east side and west side.
- Entire alcove area cemented in for future patio area and to prevent access for "critters" getting under the foundation.
- Original screen doors refurbished and reinstalled to kitchen and alcove area.
- Rock pathway widened to three feet.
- Nine (9) picnic tables with lifetime warranty purchased.
- Antique farm equipment donated from Joty Baca was placed north of TCC Ranch House.
- Weather stripping of doors and door sweeps installed.

Bath House

- Furnace repaired – still under warranty
- New door installed with locking mechanism to prevent random accessibility to furnace and hot water heater.

Brush Pile

Thanks to the Timberlake Volunteer Fire Dept. for burning the trash pile before the spring winds arrived.

North & South Lake Gates & Fences

- Cable to the north lake gate repaired.
- Trees trimmed on the south side
- Signs were placed on both gates to remind landowners to relock after opening due to liability concerns.

Fencing

Fence line surrounding Commons on the east side of Ranch House was inspected for possible damage due to roaming cattle. Fence line was straightened and a lock will be placed on gate opening to prevent cattle access to Common Land.

Architectural & Maintenance Report

Linda Pedersen reported the following:

- Building Plans submitted and approved: House Addition (1) New Homes (3)
- Number of covenant violations closed: nine (9)
- Number of covenant violations to be closed by the end of 2012 or on a plan: two (2)
- Other covenant violations: three (3)

Other Information

Equestrian/Hiking – Common Land Access

Mary Jo Wallen reported that the Board spent a considerable amount of time investigating the possibility of developing a trail(s) thru some of our Common Land that could be used for the enjoyment of hikers and possibly horseback riders. Legal issues concerning a partnership with Adventures Gallup & Beyond were answered and the highlights were reported in the March Timberlake Times newsletter.

The cost of having the Youth Corp build trails is approximately \$3,500 per mile. The Youth Corp kids will be housed in tee pees while working on the Ramah trailhead/trail this summer, so you might want to check it out. The Ad Hoc Trails Committee will continue to gather more information/costs in the next few months. Landowner input is still needed:

- How often would you use the trail(s)? How many people?
- Who would be willing to volunteer their time to develop a trail(s)?
- Do you think we should budget funds for this project? If so, how much?

Our Common Land (except for the Timberlake Community Center and several areas by the lake) has not been improved for the purpose it was designed for by the original developers. It is not uncommon to hear comments that people just don't know where the tails are at and then an occasional complaint is voiced by a landowner when someone trespasses on private property. This situation could be corrected if we had defined paths that are resistant to erosion, cause minimal damage to the environment and are located in the "right spot". Comments should be given to Mary Jo Wallen or one of the other Board Members.

Potential Future Projects & Those in Process

Linda Pedersen reported that the Board recently compiled a list of 19 projects. Seven relate to Roads/Commons, seven more for the Ranch House, three for the Bath House and two for the Land. Details are in the Annual Report. Additionally, we reviewed what Capital Investments will be needed in the future.

Capital Investments in Future

- Replacement of Zetor and/or purchase of backhoe
- Replacement of Ranch House Metal Roof
- Replacement of Lawn Mower (might be sooner than we thought since it "died" while cutting grass a few days ago)
- Construction of Equipment Storage Building for Grader, Tractor, Brush Hog, Snowplow attachments, 550 Truck and Work Room

Volunteers/Fire Department

Linda Pedersen expressed a special thanks to all of our volunteers who contribute their time and energy to Timberlake.

Introduction and Address from each Board Candidate

Clint Burleson, Steve Wills and Don Parry introduced themselves and expressed their willingness to be a Board Member. Jo Garcia moved that everyone be accepted. Since we did not have to have a formal vote, the "eyes" had it and motion carried.

Landowner Comments

Roger Irwin announced that there have been 65,500 visits to trnews.com website. The large red box has returned to the front page. When you click on it, it will direct you to the fire hazard information throughout the State.

Danny Montoya reminded everyone that trash needed to be picked up. The Volunteer Group normally handles this during the summer months, but everyone should share in this responsibility.

Eileen Domer motioned to recess the meeting for lunch at 11:30 a.m. and Dale Spencer seconded.

Meeting was reconvened at 1:15 p.m. for the Question & Answer session.

Comment: Linda Pedersen provided the history of the addition/swap of the 17.3-acre lot (right side by the north lake gate). Surveyor is coming back on 5/28/12. Several legal issues/documents with McKinley County still need to be resolved.

Comment: Don Parry said that several of the old picnic tables will be taken to the boat ramp area and on the south side of the Lake. David Shoppe has been mowing the grass on the south side of the lake at his own expense for quite some time, so the picnic tables will be a welcome addition to landowners who picnic on the south side. We are also going to give Chopper two tables.

Comment: Don Parry has contracted with L. Munoz to clean out the cattle guard and fix the fence by the entrance to No Man's Land since the estimate was reasonable.

Comment: Don Parry indicated that the burn pile borders Cindy Crawford's property and t posts are going to be put in place to identify her property line. Justin made some fireworks before the burn pile was lit so that the bunnies would leave before being "incinerated". Good job, Justin.

Comment: Don Parry discussed the possible trail from the Ranch House area up to the Box S and indicated no quads would be allowed. He reminded landowners that they could hike and horseback ride in all of our Common Land areas although it could be muddy in spots across from the Ranch House (where water flows towards the lake). Quite a bit of discussion was held. Several Landowners who volunteered to be on the Trail Committee will hopefully start looking for potential trail sites in the next month or so and get the input we need to determine if there is sufficient interest in the trail idea, cost of building/maintaining trails, etc. Mary Jo Wallen indicated there is a map that shows the equestrian trailheads leading to Common Land areas that is available to anyone that needs one. Also, she reminded everyone that if you stay between the power lines and the cliffs (Ranch House up to the Box S), you are either on Common Land or National Forest, except in one area off of Culebra where it's not very plain or obvious since there is some private Woodland property in that area.

Chief Wolford brought up a good point that he would need a 5' wide trail to get an ATV with gurney down the trail in order to pick up an injured person. This input was greatly appreciated because we had not thought of this necessity.

Comment: Linda Pedersen reviewed the results of a 2006 survey where 145 landowners responded with the following comments concerning priorities. She used these as a focus for the Board in the last six years.

1. Maintenance of side roads
2. Re-write of By Laws & Covenants
3. Enforcement of Covenants
4. Renovation of Bath House
5. Renovation of Ranch House

Comments in the survey were: organizing community clean-up along roads, simplifying the By Laws and Covenants (allowing manufactured homes, loosening restrictions on recreational use), security/fire safety, cleaning up existing properties, equity to all landowners of assessment monies and how they are spent, black topping of main road, maintaining

quality and integrity of Common areas (no 4-wheelers), negotiating better maintenance of Timberlake Road, maintaining access to horse trails, enforcement of Covenants vigorously and bulldozing the Ranch House – waste of money.

In the last six years, we have more or less done them all. Roads will always be a concern, but we've done a great job especially with Jerry Toellner's expertise. Accomplishments include:

- Clean up roads – Timberlake Neighborhood Volunteers
- Rewrite of CC&R's increased recreational use and compromised manufactured homes with NM CID approved modulares.
- Camping restrictions too strict – we needed to make a 5-month limitation because of potential residency problems with 6-month allowance.
- Safety issues – we implemented a Phone Tree and stress fire safety
- Many lots have been cleaned up
- Equity to landowners – Bath House is a necessity for recreational users/when building a home
- Blacktop the road – Class C – Transportation Bill – according to Congressman Steven Pearce, the BIA land/trespass issue is the problem. Since we have used the road for an extended time period, the prescriptive easement should be considered and the County should eventually take care of the road. If we had a bus route in Timberlake, that would also increase our chances of getting the road improved. Additionally, once the fire station is considered a main station that will also increase our chances of having the road improved/maintained. However, the downside is that our taxes will increase.

Things that didn't get done are:

- Access to horse trails (Mary Jo Wallen did point out that she has provided the map with horse easement areas marked and also shows people in person where the trailheads are located).
- Hard surface roads
- Bulldoze the Ranch House down since it was a waste of money (everyone agreed that we are glad this did not happen).

Comment: Don Parry reminded everyone that we need feedback on what needs to be done and that we need more volunteers so that we can continue to maintain and improve Timberlake.

Comment: Michelle Anderson and John Dougherty expressed their thanks to Linda Pedersen for everything she's done for Timberlake.

Comment: Linda Pedersen thanked Dale Spencer for his service on the Board and said they were both "going off into the Sunset".

Meeting was adjourned at 1:45 p.m. and the new Board went into Executive Session.

Respectfully submitted,

Mary Jo Wallen, Secretary

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