

**TRLA PUBLIC BOARD MEETING  
TCC RANCH HOUSE 10 AM  
SEPTEMBER 22, 2007**

**ATTENDANCE:** Board members Duane Barbano, Eileen Domer, Ted Rodda and Linda Pedersen. Excused absence: Anne Gilpin and Jerry Toellner. 8 landowners present.

Linda Pedersen, President, called the meeting to order at 10am.

Quorum established.

Linda announced the Board's sincere appreciation to landowner Tom Merritt who was present for using his skills to repair the south gate to the lake.

Eileen Domer, acting secretary, read the minutes from August 18, 2007. Two corrections were made. Ted moved to accept the minutes as corrected. Duane seconded. Minutes approved as corrected.

**Treasurer's Report:**

Eileen Domer presented the following:

As of August 31, 2007 TRLA collected \$384.82 for previous years assessment fees and \$24,091.10 for the current year, key income: \$30.06, Donations: \$50.00 and finance charges \$385.56 Total income: \$24, 941.54.

Total expenses: \$16,635.64. The major expenses this past month were \$7436.00 paid for State and Federal income taxes. Insurance cost: \$1096.41. Wages: \$1477.97, Dump truck maintenance and repair of brakes: \$1,199.62, Roads: \$1080.00 for backhoe rental and transportation of culverts from Tucson.

For a detailed listing of August expenses plus year to date please see the attached table.

		<b>Jul 2007</b>	<b>Aug 2007</b>	<b>YTD FY 07/08</b>	<b>FY 07-08 Budget</b>	<b>Budget Mon Avg</b>
<b>INFLOWS</b>						
5009	<b>Assessment Fees</b>		-			
	Previous Yr	1,310.19	384.82	<b>1,695.01</b>		
	Current Yr	80,980.54	24,091.10	<b>105,071.64</b>		
5915	Key Income	35.64	30.06	<b>65.70</b>		
5920	Donations	715.00	50.00	<b>765.00</b>		
5930	Finance Charges	96.09	385.56	<b>481.65</b>		
<b>TOTAL INFLOWS</b>		<b>83,137.46</b>	<b>24,941.54</b>	<b>108,079.00</b>		
<b>OUTFLOWS</b>						
<b>Board</b>						
6050	Election Costs	-	-	-	1,000.00	83.33

6103	Insurance-Directors & Officers	-	-	-	2,153.00	179.42
6120	Meetings / Socials	-	-	-	350.00	29.17
6140	Office Supplies & Exp	642.60	287.79	<b>930.39</b>	2,500.00	208.33
6160	Postage	13.57	242.59	<b>256.16</b>	2,250.00	187.50
6215	Subscriptions and Dues	10.00	-	<b>10.00</b>		-
6290	Mileage - Board Members	-	-	-		-
		<b>666.17</b>	<b>530.38</b>	<b>1,196.55</b>		-
<b>Communcations</b>						
6130	Newsletter	758.93	-	758.93	1,000.00	83.33
6170	Website	534.38	-	534.38	800.00	66.67
		<b>1,293.31</b>	-	<b>1,293.31</b>		-
<b>Financial</b>						
6010	Accounting	693.06	1,002.28	1,695.34	8,230.00	685.83
6020	Audit	-	-	-	1,500.00	125.00
6030	Bad Debts	-	-	-		-
6032	Finance Charges Write off	-	-	-	70.00	5.83
6250	Taxes - Real Estate	-	-	-	635.00	52.92
6260	Taxes - Income	-	7,436.00	7,436.00	9,500.00	791.67
		<b>693.06</b>	<b>8,438.28</b>	<b>9,131.34</b>		-
<b>Legal</b>						
6110	Legal					-
6110.01	Legal – Cassutt/Hays	1,992.86	701.99	2,694.85	17,500.00	1,458.33
6111	Lien & Notary Fees	-	9.00	9.00	500.00	41.67
		<b>1,992.86</b>	<b>710.99</b>	<b>2,703.85</b>		-
<b>RANCH OPERATIONS</b>						
<b>Insurance</b>						
6090	Insurance - Workers Comp		398.00	398.00	1,100.00	91.67
6100	Insurance - Liability & Bond	1,386.82	698.41	2,085.23	9,400.00	783.33
		<b>1,386.82</b>	<b>1,096.41</b>	<b>2,483.23</b>		-
<b>Employee Wages &amp; Taxes</b>						
6310	<b>Wages</b>					-
6310.01	Grader Time	780.00	637.00	1,417.00	5,800.00	483.33
6310.02	Brushhog Time		-	-		-
6310.03	Snowplow		-	-	1,950.00	162.50
6310.04	Supervisor/Ranch Manager	-	-	-	5,400.00	450.00
6310.05	Clerical	-	-	-		-
6310.06	Sanitation & Janitorial (W-9)	75.00	360.00	435.00	1,890.00	157.50
6310.07	Ranch Hand	950.00	345.00	1,295.00		-
		<b>1,805.00</b>	<b>1,342.00</b>	<b>3,147.00</b>		-
<b>Taxes</b>						
6220	Taxes - FICA	132.35	75.08	207.43	860.00	71.67
6230	Taxes - Federal Unemployment	13.84	7.86	21.70	105.00	8.75
6240	Taxes - State Unemployment	102.02	53.03	155.05	710.00	59.17
6300	Mileage - Foreman & Employees			-		-
		<b>248.21</b>	<b>135.97</b>	<b>384.18</b>		-
		<b>2,053.21</b>	<b>1,477.97</b>	<b>3,531.18</b>		-
<b>Buildings &amp; Commons</b>						
6150	Operating Supplies		-	-	1,250.00	104.17
6180	Building Maintenance & Repairs		-	-		-

6180.01	Ranch House	-	-	-	1,000.00	83.33
6180.02	Bath House	-	-	-	1,000.00	83.33
6181	Land Maintenance & Repairs	1,365.70	80.41	1,446.11	1,500.00	125.00
6200	Sanitation & Janitorial Supplies			-	250.00	20.83
		<b>1,365.70</b>	<b>80.41</b>	<b>1,446.11</b>		-
<b>Equipment Maint. &amp; Repairs</b>					7,000.00	583.33
6070.01	Dump Truck		1,199.62	1,199.62		-
6070.02	Grader	90.67	-	90.67		-
6070.03	Pick Up	177.89	-	177.89		-
6070.04	Tractor		-	-		-
6070.05	Other	547.59	-	547.59		-
		<b>816.15</b>	<b>1,199.62</b>	<b>2,015.77</b>		-
<b>FUEL</b>						-
6311.01	Gasoline	160.07	-	160.07	1,000.00	83.33
6311.02	Dyed Diesel	1,456.38	-	1,456.38	1,500.00	125.00
		<b>1,616.45</b>	<b>-</b>	<b>1,616.45</b>		-
<b>ROADS</b>						-
6040	Culverts & Driveways		1,080.00	1,080.00		-
6190	Road Maintenance & Repairs		-	-	20,000.00	1,666.67
		<b>-</b>	<b>1,080.00</b>	<b>1,080.00</b>		-
<b>UTILITIES</b>						-
6270	Telephone	64.19	97.38	161.57	1,000.00	83.33
6280	Electric & Propane	37.12	38.35	75.47	1,800.00	150.00
		<b>101.31</b>	<b>135.73</b>	<b>237.04</b>		-
<b>FIXED ASSETS</b>						-
1110	Heavy Equipment		-	-		-
1115	Lawn Equipment		-	-		-
		<b>-</b>	<b>-</b>	<b>-</b>		-
<b>NOTES PAYABLE</b>						-
2210	Copier	135.50	135.50	271.00	1,632.00	136.00
2215	Grader	1,299.44	1,317.98	2,617.42	15,875.00	1,322.92
6105	Interest Expense	315.18	296.64	611.82	3,500.00	291.67
		<b>1,750.12</b>	<b>1,750.12</b>	<b>3,500.24</b>		-
6315	Contingency Fund				<u>10,000.00</u>	833.33
						-
<b>Total Outflows</b>		<b>13,836.47</b>	<b>16,635.64</b>	<b>30,472.11</b>	<b>143,510.00</b>	11,959.17

Amt Bank Accts:as of 9/21/07	
deposit(pink)	\$92,146.23
blue	\$8,549.35
reward	\$1,516.24
contingency	\$2,190.45
<b>Total</b>	<b>104,204.27</b>

## **Roads Report:**

Ted Rodda reported the following for Jerry Toellner.

- Dirt removed from Conejo and hauled to Sagebrush and Sunflower to fill in road and level off. 9 loads of dirt taken to Ranch House for perimeter around fuel tank.
- Ditches cleaned on Pinetree and graded road for gravel.
- Hauled gravel for Pinetree, Sunflower and Sagebrush (north and south end)
- Ditches dug on Ash and started on Sunflower. Culverts dug out on Woodland – one is plugged on top of hill as pipe is too small (6”) and homeowner needs to replace.
- Many ditches need dirt removed and hauled away.
- Installed T posts on some roads.
- Bluebird culvert has to be dug out and replaced before winter.
- 400 tons of gravel have been hauled and spread on the roads.
- Grader still needs fixing. Made list for John Deere on what needs to be done and delivered to the office of Tom Growney Equipment. Maintenance is scheduled for 9.21.07.
- Received two 42” culverts and two 36” culverts that were donated and have been put in storage area.
- New chain saw has been purchased and now back to trimming trees.
- Timberlake Rd. has been graded but need rain for compaction.
- Culvert on Sagebrush and Fox needs to be cleaned out and may need assistance from Volunteer Fire Dept. Truck.

Jerry would like to get the Board’s approval to give the dirt that he removes from the culverts and ditches to the landowners in the nearby area for their own use. He could dump it on the landowner’s property, but he could not spread the dirt. If a Landowner wants the dirt they should contact him.

Eileen moved that dirt removed from ditches be made available to landowners who request it on a case by case basis and that they are to contact Jerry Toellner. Duane seconded. Motion carried unanimously. This will be advertised on websites and in the newsletter. Tom Merritt asked that he be put on the list.

Question from Landowner: Who covers an individual in case of an auto accident on the side roads? Does TRLA’s insurance cover the incident? Eileen said she would call Terri Harris, our insurance agent for an answer.

Jerry asked that all board members with keys to TRLA’s workshop remember to check the locks before leaving the grounds.

### **Architectural and Maintenance Committee Report:**

Ted reported the following:

- There were no requests for Architectural review this reporting month
- 4 lot owners have corrected violations on their lot.
- Currently working with 2 lot owners to resolve violations (1 shed/1RV)
- Landowner has signed agreement as to the number of animals she will keep on her lot.
- **RV owners need to know that they must be removed by October 31<sup>st</sup>. This is on the website.**
- Bath house will also be winterized and locked on October 31, 2007.

### **Commons Report:**

Ted reported the following:

- North gate to lake to be modified to control ATVs (estimated completion 10.31.07)
- Lock on gate to Brush Pile and equipment (completed 9.14.07)
- Fence around fuel tank containment pit (estimated completion 10.31.07) 3 sided with T posts and plastic fence.
- Replacement of bent/leaking frostless faucet (completed 9.20.07)
- Remove blockage in women's bathhouse sink (completed)
- Determine approximate location of septic tank for Ranch House (estimated completion 10.31.07)
- Get estimate to install electric line to equipment parking area for grader heater. Get estimate to trench for above electric line. First estimate was \$350 which included discount by landowner.
- Get estimate to purchase 1000 gal propane tank to replace leased tanks. Cost to remove existing tanks. TRLA is having to pay over \$3/gallon as current tanks are leased and must purchase propane from company. Current cost paid by landowners for propane who own their tank is \$1.84/gal.

### **Bylaws/CCR Revision Committee Report:**

- Linda reported that the first meeting for passage of Bylaws will be October 6<sup>th</sup> at 10 AM at the Ranch House.
- CCR proposed revisions are being reviewed again by the committee and will hopefully be sent out in November for landowner feedback via email and postal to hold down costs.

## **Newsletter/Communications Report:**

Duane reported that the next quarterly newsletter will go out the first week of Nov. following October 27<sup>th</sup> quarterly Board meeting. Deadline for articles and contributing writers will be Oct. 9<sup>th</sup> except for Treasurer's report and minutes of the meeting. The newsletter editors are always looking for contributing writers.

## **OLD BUSINESS**

1. Review/audit. Eileen reported that Mr. Moore, CPA is still not finished. He needed more information of old loans and then he will probably be done. He has been extremely thorough in reviewing all TRLA Board mtg. minutes along with numerous documents.

## **NEW BUSINESS**

1. Discussion of estimate for new Ranch locks and keys.

Ted reported that he had obtained an estimate from Otero's Lock & Safe on what it would cost to replace the locks and keys for ranch landowners. 4 interchangeable padlocks, 3 interchangeable single cylinder spring latch deadbolts, 6 interchangeable cores, 6 IC cores coded, and 198 keys for padlock and deadbolt plus tax would run approx. \$1800.

The current key system has been in existence at least 13 years. We know there are numerous keys out there that are not in the hands of current landowners. Keys are usually not returned when lots are sold.

Question: Is the cost to re-key worth the benefits? Are we seeing destruction from nonlandowners to the Commons that is costing the Association labor costs and maintenance problems to justify and additional cost of \$1800?

It was agreed to pursue feedback from landowners and have article in next newsletter.

2. Discussion on Ranch upgrades/repairs – priority list. (i.e. kitchen sink, bathhouse fans, lights, toilets).

It was agreed that the bathhouse should take priority and will concentrate on the replacement of toilets and exterior refurbishing (painting and restoring exposed wood).

3. Discussion of Review of Bylaws.

Some landowners gave more attention to the final version of Proposed Restated and Revised Bylaws than those mailed in April and gave feedback to what were concerns to them or possible errors in wording. There needs to be a Board policy mechanism to rectify this in the future.

Duane moved that a review of the Bylaws will be done at the anniversary of passage of the Revised and Restated Bylaws and every three years after that. Ted seconded. Motion carried unanimously.

4. Discussion on process of reserving Ranch House/Commons for Activities.

Ted reported that Eileen had found an old “Rules for using the Lower Ranch House” used by previous boards. Eileen read a revised and updated version. Two line items will be added to cover landowner/organization being held responsible for all damages to Commons and \$5 fee for use of Rock Room/session for heating maintenance. All activities are to be scheduled through the Commons Chairperson (Ted Rodda).

5. Purchase of Sign Making Template

There are several Timberlake side road signs missing. The Timberlake Volunteers have finished refurbishing all of the current signs. Redwood has been purchased by the Timberlake Volunteers to make the new signs. However, the Board does not have a template to router the new signs. A landowner has volunteered to router the signs if a template can be provided.

Ted moved that we purchase a “SignPro Making Kit” for \$54.99 from Woodcraft. Duane seconded. Motion passed unanimously.

**Landowner Input**

Landowner communicated her concern that the Association wasn’t doing enough to rectify the lake (absence of) situation. She felt that those who are responsible for the lake are not caring for it properly, and the Board should be more involved since many Landowners bought their lots in Timberlake because of a recreational lake. She felt there must be avenues that can be taken such as contacting the Core of Engineers or the Game and Fish Dept to dredge the lakebed or build a higher dam to increase the depth of the lake. She felt that the Associations resources should be used for a project like this instead of being involved in lawsuits.

Board responded that at this time, the members of the Board do not have the financial resources or time to take on a project of this magnitude. Timberlake Ranch Landowners Association does not own the water rights to Ramah Lake.

Another Landowner replied that the effort to restore the lake could perhaps be initiated by a volunteer group of concerned landowners.

Ted moved to adjourn the meeting. Duane seconded. Meeting adjourned at 11:30.

Eileen Domer

Acting Secretary