

**TRLA BOARD OF DIRECTORS  
MEETING MINUTES  
TCC RANCH HOUSE – 2:00 P.M.  
AUGUST 21, 2022**

**Pledge of Allegiance:** Ms. Armijo led the pledge.

**Call to Order: 2:05 p.m.**

Landowners present: Trish Anderson, Nancy Wills, Sharon Axtell, Greg Brookes, Barb Stevens, Frank Beissel, Duke Armijo, Danny Montoya, James Henson, John & Karen Ellett, Charlie Haverstick, Ron Schali.

Board members present: Mary Ann Armijo, Linda Pedersen, Steve Stevens, Judi Murphy, Julie Farrell, Joe Martinez, and Steven Wills

**Agenda Additions / Deletions:** Ms. Armijo requested updates to the agenda.

- 1) Fire Mitigation added under New Business
- 2) CC&R Update deleted under Old Business, part of Architectural/Maintenance Committee Report
- 3) Ms. Armijo identified that there were 8 landowners on Zoom for the August 21<sup>st</sup> meeting and 34 new requests for access had been received.

Mr. Wills moved to approve the amended Agenda, Mr. Martinez seconded, the agenda was approved as amended.

**July 16, 2022 Minutes:** Ms. Armijo asked if there were any updated to the minutes presented. Being none, Mr. Stevens motioned to approve the minutes, Mr. Wills seconded, and the motion carried.

**Treasurer's Report:**

Mr. Stevens reviewed the financials for the month ending July 2022, highlights below. The Board Liability insurance will reflect in the August budget and has increased 4.8% to \$14,556.

Total Liabilities & Capital	
2019-21 fees outstanding	957.70
2021-22 fees outstanding	5,719.55
2022-23 current year	<u>66,295.93</u>
Total	\$72,973.18

Wells Fargo – Deposit	174,618.68
Wells Fargo - Checking	51,690.50
Wells Fargo - Reward Fund	1,525.21
Wells Fargo - Road Contingency fund	<u>44,918.83</u>
	\$272,753.22

Ms. Murphy made a motion to approve the Financial Report as presented, Mr. Martinez seconded, the motion was approved.

## Committee Reports:

### a) **Commons Report:**

- a) Purchased 200 new ranch keys (new source)
- b) Cleaned up cold water valve in men's shower
- c) Cleaned up graffiti in bathhouse
- d) Changed water filter in bathhouse
- e) Worked with Frank Beissel on WiFi upgrade (now completed)
- f) Hauled ranch trash to Zuni
- g) Landowner use of ranch house set up on Saturday, August 27th

### 2) **Communications Report:**

- a) TRLA Website reorganized and cleaned up, added prominent notice of official TRLA site
- b) Updated meeting date
- c) Included request for landowner email updates
- d) Posted notification of vandalism at Ranch house
- e) Notification of "Fly-in" cancellation
- f) Burn Ban lifted as of 8/9/22
- g) Agenda and Financials posted

### 3) **Fire Department Report:**

Ms. Farrell identified firepit requirements with the burn ban lifted, sharing that no permit for firepits is required. However, landowners are not allowed to burn slash on their property. The burn piles at the Ranch house are for slash; a second pile has been added.

### 4) **Liens and Foreclosures Report:**

- a) Liens Recorded as of 7.16.22: 2
- b) Demand Letters/Communication: 2 lots paid
- c) Warning letters sent to lots owing  $\geq$  \$516.37: 6
- d) Total Lots in Arrears > \$500: 17

### 5) **Roads Report – May/June:**

- a) Work Completed
  - 1) Roads graded and dragged again due to monsoon rains
  - 2) Graded and dragged "no man's land" twice this month
  - 3) Cibola Co. Graded BIA Road, on 7/27/22
  - 4) McKinley Co. graded Rd early in the month to remove potholes
  - 5) Week of Aug. 1, 2022 Ramah Navajo graded BIA Road again
  - 6) TRLA equipment dragged Cibola Co. road to repair storm damage 8/3/2022
  - 7) Repaired Hilltop cul-de-sac due to storm damage
  - 8) Widened bar ditch on Pinion
- b) Equipment
  - 1) Working on sickle assembly
- c) Ongoing Work
  - 1) Rock to be ordered for roads

- 2) Will be looking at dragging road past south Lake Gate to turnaround per landowner's request and clear overgrown brush because of rattlesnakes.

#### **6) Architectural/Maintenance & CC&R Report:**

- a) Arch/CC&R
  - 1) Approving one new residence
  - 2) Closed three CC&R violations
  - 3) One CC&R violation with landowner agreement to action plan
  - 4) Three CC&R letters returned unanswered
  - 5) Working on CC&R letters to three new CC&R violations

#### **Old Business:**

- 1) **Ratify Vote on Ranch Key Purchase:** Ms. Armijo shared that an email vote had been taken to approve the expense (\$1190.07) for the new Ranch keys with Gurley Locksmith. She then called for a vote to ratify that action. Mr. Wills made the motion to approve the email vote, Mr. Martinez seconded, and the email approval was ratified.
- 2) **BIA Road Update:** Ms. Armijo and Mr. Martinez shared that there is still a debate on who is responsible for the road, Forestry, Cibola County or Ramah/Navajo. As this is cleared up, the next step will be to request the road be graveled.
- 3) **Policy Manual Revisions:** A discussion ensued regarding the need to update the Board Policy regarding officers chairing multiple committees and other clarifications. An ad-hoc committee will be formed to review the policy and bylaws for needed revisions; the committee will include Ms. Armijo, Ms. Pedersen, Ms. Murphy as well as other Board members wishing to join, including up to two landowners that may wish to join.

#### **New Business:**

- 1) **Bath House Vandalism:** There are various way to express displeasure with amenities offered by TRLA, vandalizing the areas creates additional unnecessary cost to the landowners. The email addresses for Board members and committees are listed on the TRLA Webpage which can be used to express displeasure or requests that can then be brought before the whole Board so that issues can be addressed. This year many upgrades have been made to the Ranch, including the Bath house which include but are not limited to adding motion lights, timers, tankless water heaters, etc. While there may be more that can be done, vandalism is never the right answer. Landowners are encouraged to use the following email to provide feedback [trlaarchcrr@gmail.com](mailto:trlaarchcrr@gmail.com) to address issues.
- 2) **Explanation of Road Maintenance:** Discussion on the Road Committee continuing light maintenance of the County roads was had; Mr. Martinez read the highlights of John Hays (TRLA Lawyer) legal opinion dated 7.13.22 "...allowing assessments to be used for the purpose of promoting the health, safety and welfare of the Members in regard to the Property is a good argument that can be made on access road to the subdivision." He further felt that it was important to (1) make sure there is formal permission from whoever owns the road to improve it and agree on any terms and conditions of that improvement and (2) check if the Association's liability insurance would cover any claims against the Association for not properly maintaining the road or similar matters and bring this matter up at a Board meeting to make sure that the membership is in agreement with using Association's funds for road maintenance.

- a. Board members unanimously agreed that the practice of performing “light maintenance” on Timberlake and Canyon Roads, which includes McKinley County, Cibola County and Ramah/Navajo sections, will continue as it is a benefit to the landowners. And,
  - b. New permission agreements for TRLA to use the equipment for road maintenance on Cibola Co. Road and BIA/Ramah Navajo sections will continue to be sought.
- 3) **Internet Upgrade Cost and Update:** It was identified that the upgrade was to the wireless network only. The current cameras (4) used for monitoring the Ranch continue to be on the network and are monitored by Board members. Landowners that need access to the wi-fi network at the Ranch can be provided the password by reaching out to Mr. Wills, Commons Chairman. The Board approved the upgrade expense of \$1119.11 via email. Ms. Armijo made a motion to ratify the email approval, Mr. Wills seconded, the motion carried.
- 4) **Fire Mitigation:** Mr. Schali reviewed the New Mexico FHI Prescription for forest thinning. In addition, he brought forward the Grant proposal for Common Area clean-up for this year. The total cost for the clean-up is \$14,250, the grant will cover \$9,887.50, and the TRLA cost will be \$4,362.50. Mr. Stevens motioned to approve this expense, Mr. Wills seconded, and the motion was approved. It was also noted that the Board will consider a policy on the access to, and use of the wood cut in, the Commons area as a result of this clean-up effort.

**Landowner Input:** Landowners present participated in the discussions listed previously in these minutes.

- An announcement that the “fly-in” has been cancelled this year due to weather. The Timberlake Neighborhood Volunteers will be holding a Brunch at the Ranch house in lieu of the fly-in on Sunday, September 4<sup>th</sup> at noon.
- Due to the remoteness of our community, there are ongoing issues with FedEx deliveries. Ms. Armijo will attempt to identify a resolution.
- Maintenance was requested on the trail leading to the Lake. This is private property and cannot be maintained by TRLA.

**Adjourn:** There being no other topics raised, Ms. Farrell motioned to adjourn, Mr. Stevens seconded, the meeting adjourned at 3:40 p.m.