



Four Hills Ranch POA Board Meeting

March 10, 2018

High Country Fire and Rescue House

Williams, AZ

ATTENDANCE:

SHERRIAN BLOOMQUIST, PRESIDENT

KIM SHUEY, VICE PRESIDENT

DENNIS VAN ROEKEL, SECRETARY

TONY KACK, TREASURER (By Phone)

THAD JOHNSON

ABSENT:

TOM MAKOFKSKE

JOHN RATCLIFF

Call to Order

Meeting was called to order at 12:00pm by President Sherrian Bloomquist.

Special Guest – Robert Trotter, Fire Chief, High Country Fire Rescue

- Robert Trotter requested time to address the Board.
 - o Robert is planning to renew his efforts to create a Tax Base Fire District.
 - o Robert last addressed this issue with the Board at the December 3, 2016 Board meeting.
- The proposed plan would include FHR and HMR plus the Red Lake area.
 - o A location would be found for a new station that would be manned 24 hrs./day and 365 days per year.
 - o Financial support for the Fire District would come from taxes assessed on the property owners in the Fire District.
 - o The intent is to establish the Fire District and then expand the district in five (5) years.
- The timeline to accomplish the establishment of the Fire District would be 2-3 months.
 - o Robert asked if the FHR POA would be willing to assist in sending material to the owners in FHR and stated that HCFR would pay for the mailing.
 - o The 1st step is for HCFR to complete all the paper work for the proposed plan and present it to the County Assessor.
 - o The County Assessor then forwards the application to the County Board of Supervisors.
 - o If approved by the Board of Supervisors, the HCFR has one (1) year to collect the signatures of a majority of landowners who represent a majority of the assessed value of the property in the district.
- Next Steps
 - o The Board indicated their willingness to assist in contacting FHR owners, but wants more detailed information before moving forward to assess interest of property owners.
 - o Robert stated that he would develop a detailed information including financial implications and send it to President Bloomquist on Monday, March 12.

Agenda Item: Approval of Minutes

- **Motion: To Approve the minutes of the 9/9/17 Board of Directors Meeting**
Moved by Thad Johnson, Seconded by Kim Shuey.
 - o **Motion approved unanimously by voting members.**

Agenda Item: Financial Reports

➤ **Delinquent Accounts**

- A brief review of the past three years was presented regarding the number and amounts of delinquent accounts. Discussion then followed focused on three (3) categories of accounts:
 - o Nineteen (19) accounts are delinquent for more than three years and owe for 2018.
 - o Five (5) accounts are delinquent for 2016-2017 and owe for 2018.
 - o Thirteen (13) accounts are delinquent for 2017 and owe for 2018.
- Options were discussed of how the Board could address each of the three categories of accounts.
- Next Steps:
 - o In the past, owners who had delinquent accounts as of September 1 of any given year were sent a certified letter from FHR POA's accountant stating that if payment was not received for the balance due, a lien may be filed on their property. The Board decided to send the certified letter earlier in 2018 and send it in June rather than September.
 - o Vice President Shuey will check on the county site to ensure we have current contact information for the owners with delinquent accounts.
 - o Secretary Van Roekel will research Arizona statutes regarding the use of small claims court as one possible option to pursue in the collection of past due accounts.

➤ **Financial Update**

- The Board received information on the revised year-end financial report. The revised report includes an entry for Common Roads expenses not included in the first report.
- The Board, prior to the Board meeting, received a revised 2018 Budget that increased the anticipated revenue by \$1,700 to \$112,000 and decreased the contingency fund by \$2,000 to \$10,000. The \$3,700, resulting from the two actions, was placed in the road maintenance budget.
- As of the end of February, there are no unusual items in the financial documents from the accountant to report.

Agenda Item: Game Cameras

- The Board discussed the break-ins and vandalism that has occurred in the past months.
- From a conversation with the County Sherriff's office, President Bloomquist reported that one option to explore was the use of game cameras.
- Several land owners on FHR use game cameras and have expressed excellent results.
- Following discussion, the Board decided to explore this option and to proceed on an experimental basis.
- Next Steps:
 - o Thad Johnson will explore types of cameras that are available and email the Board members with the cost and recommended camera to use.

- An update on our efforts will be presented at the next Board meeting.

Agenda Item: 2018 Annual Meeting Date/Location

- The FHR POA Annual Meeting has been held in early June the last several years
- Following discussion of options, the Board determined that the 2018 Annual Meeting will be held on **June 9, 2018**.
- For the past few years, the Annual Meeting has been held at the High Country Fire Rescue Station. An option for this year that will be considered is the Grand Canyon Hotel in Williams.
- Next Steps:
 - Secretary Van Roekel will contact the hotel for information regarding cost and availability of the meeting room and report back to the Board via email as soon as possible.
 - Based on the information, the Board will determine the site for the 2018 Annual Meeting.

Agenda Item: 2017 Four Hills Ranch Road Plan

- Prior to the meeting, the Board received a draft for the 2018 Four Hills Ranch Road Plan. Important concepts included in the Plan are as follows:
 - Fuller Dirt Worx, owned by Steven Fuller, will be the Contractor for FHR road maintenance in 2018. As the year progresses, the FHR POA will work to develop a long-term agreement with Fuller Dirt Worx.
 - 2018 Priorities will be to improve road bed elevations and road surfaces as well as improving the quality of road mix material
 - Arterial roads will be bladed at least twice, and efforts will be made to blade quarterly.
 - Secondary roads that serve full-time residents and construction sites will be bladed annually and more often if needed to maintain the integrity of the road surface.
 - The 2018 road maintenance budget will be \$77,000 in addition to the amount for the Common Roads.
 - The work plan and budget will be completed quarterly with any needed adjustments made at the end of each quarter.
 - The goal is to fully expend the road maintenance budget to ensure the maximum effort at improving the FHR roads.
- The Board conducted a lengthy discussion to develop an accurate listing of roads for the contractor that are designated as Arterial (bladed quarterly, if possible), Secondary (bladed annually), and Secondary that are bladed at least every other year.
 - The Board recognizes that time and budget impact our efforts but also recognizes that our current approach has the potential for excellent results over the next 2-3 years.

Agenda Item: Sign Replacement

- All except two of the new signs have been installed.
- One entrance sign will be moved to maximize visibility.
- Next Steps:
 - Secretary Shuey will develop "Phase II" of our sign replacement project by identifying any addition signs that need to be purchased.

- Once all missing signs and damaged signs have been replaced, the Board will evaluate the cost effectiveness of updating the original signs.

Agenda Item: 2017-2018 Common Roads Plan

- The HMR will continue to serve as the Primarily Responsible Association through April 30, 2019.
 - HMR and FHR continue to have an excellent working relationship and good communications.
- The Common Roads have been bladed three (3) times in the fiscal year: July, November, and January.
 - Big Elk Road, from Highway 64 to the railroad tracks, continues to be the most difficult section.
- With only 2 months remaining in the fiscal year, expenditures are within the budget and the balance at the end of the year is estimated to be approximately \$1,000.
 - \$750 will be transferred to the Reserve Fund and will bring its balance to \$8,000. (As outlined in the Road Maintenance Agreement.)

Agenda Item: Updates/Discussion

- President Bloomquist updated the Board on the installation of new water lines by the ranch manager,

Meeting Adjourned at 3:12pm