



# Four Hills Ranch POA Board Meeting

September 12, 2020  
Following Annual Meeting  
Virtual Meeting – Zoom

## ATTENDANCE:

THAD JOHNSON, PRESIDENT  
DENNIS VAN ROEKEL, SECRETARY-TREASURER  
TOM MAKOFKSKE, DIRECTOR

KIM SHUEY, VICE PRESIDENT  
ANNMARIE BICE, DIRECTOR

## ABSENT:

SHERRIAN BLOOMQUIST, DIRECTOR

## Call to Order

- Meeting Called to Order at **3:00 p.m.** by President Johnson

## Agenda Item: Adoption of Agenda

- **Motion: To Adopt the Agenda, with Additions.**
  - o Moved by Dennis Van Roekel, Seconded by Kim Shuey
    - **Motion approved unanimously.**

## Agenda Item: Approval of Minutes

- The June 13, 2020 Minutes were previously approved via Email and posted on the website.

## Agenda Item: New Board Member(s)

- President Johnson explained that although Larry Schug had received all the votes cast in the Board Election at the Annual Meeting, there were an insufficient number of ballots cast to constitute a quorum.
- The Bylaws state that the number of Directors shall not be less than three (3), nor more than seven (7) Directors.
  - o **Motion: Move to appoint Larry Schug to the Board of Directors for 2020-2021**
    - Moved by Dennis Van Roekel, Seconded by Kim Shuey.
      - **Motion approved unanimously.**
  - o **Motion: Move to appoint Tom Makofske to the Board of Directors for 2020-2021**
    - Moved by Dennis Van Roekel, Seconded by Kim Shuey.
      - **Motion approved unanimously.**

## Agenda Item: Board Officer Elections

- Four Hills Ranch POA Bylaws require that the election of officers take place at the first meeting of the Board of Directors following the annual meeting of the members.
  - o **Motion: Move to nominate Thad Johnson as President for 2020-2021.**
    - Moved by Dennis Van Roekel, Seconded by Kim Shuey.
      - **Motion approved unanimously.**
  - o **Motion: Move to nominate Dennis Van Roekel as Secretary-Treasurer for 2020-2021.**
    - Moved by Thad Johnson, Seconded by Larry Schug.
      - **Motion approved unanimously.**
  - o **Motion: Move to nominate Kim Shuey as Vice President for 2020-2021.**
    - Moved by Thad Johnson, Seconded by Kim Shuey.
      - **Motion approved unanimously.**

### **Agenda Item: Roads**

- Secretary-Treasurer Van Roekel reported that the Four Hills Ranch Road Plan for Quarters 2-4 is on target. As of 9/12/20, all Secondary Roads in Groups 1 & 3 have been bladed and the Primary Roads have been bladed twice, once in the 1<sup>st</sup> Quarter and again in the 3<sup>rd</sup> Quarter. There are sufficient funds available in the road maintenance budget to blade the Primary Roads again in the 4<sup>th</sup> Quarter.
- The fiscal year for the Common Roads is May 1 – April 30. The Common Roads were bladed in the 1<sup>st</sup> and 2<sup>nd</sup> Quarter of the 2020-2021 year and will be bladed again in the 3<sup>rd</sup> Quarter.
- A Board member noted that Wild Honey Drive was bladed beyond where the road ended on Four Hills Ranch.
  - o **ACTION:** Dennis agreed to review the invoices to check whether Four Hills Ranch was billed for the additional blading.
- A question was raised regarding Fuller Trucking for the upcoming year.
  - o **ACTION:** Dennis will contact Fuller Trucking to review their plans for the upcoming year.
- A Board Member raised a concern that the Ranch had greatly expanded a water storage area and the height of the water, if it were full, could cause a problem by flooding the road. The area of concern is Oliver Tank at the intersection of Rising Sun Road and Latigo Road.
  - o **ACTION:** Thad agreed to 1) Work with Todd Shuey to use a laser to determine the extent of the problem, and 2) Contact the FHR attorney to check on the rancher's legal rights to expand an existing water storage area.

### **Agenda Item: New Primary Road (Addition to Agenda)**

- During the Road Report at the Annual Meeting, it was reported that beginning in 2022, Quarter Moon Trail and Pipe Creek Loop would be considered a Primary Road, thus it would be bladed at least two (2) times annually rather than once every three (3) years as a Secondary Road.
- A section of Pipe Creek Loop goes through State Trust Lands and a concern was raised whether Four Hills Ranch can or should improve roads on State Trust Lands. A similar situation exists for Red Bluff Road that goes through State Trust Lands.
- The Board discussed various concerns and options and determined that more research should be conducted to double check whether there is an issue with Four Hills Ranch spending money to improve a road that is on State Trust Lands.
  - o **ACTION:** Thad agreed additional research on the issue and report back to the Board.

### **Agenda Item: Financial Report**

- Secretary-Treasurer Van Roekel reported that in addition to the report given at the Annual Meeting, he would send the Quarterly Financial Report to the Board along with the draft minutes of the September 12, 2020 meeting.
- In addition, Secretary-Treasurer Van Roekel has continued to work on the year-end estimates for the Reserve balance. The Board has established a target for 2020 to end the year with a net income of (\$40,000) and a Reserve balance of \$134,226, representing 120% of the budgeted revenue.
- Currently, it is estimated that the Board can spend an additional \$11,166 on road maintenance during the 4<sup>th</sup> Quarter for blading and road mix material.

### **Agenda Item: New / Old Business**

- **Letter to Local Realtors**
  - o President Johnson presented a draft letter, if approved, to be sent to local realtors regarding the sale of land in Clear Air Estates, property that has no legal access and owners are using Four Hills Ranch roads for access to their properties,
  - o Following discussion, the Board took the following action:
  - o **Motion: Move to approve the draft letter to send to local realtors regarding the use of Four Hills Ranch roads for access to Clean Air Estates property.**
    - Moved by Dennis Van Roekel, Seconded by AnnMarie Bice
      - **Motion approved unanimously.**

- **Fees for Online Payments**
    - At the June 13, 2020 Board Meeting, the Board approved the following motion: **Move to increase the online payment fee in 2021 and beyond to cover the full processing fee, rounded to the nearest dollar.**
      - **ACTION:** Ann Marie agreed to determine what the Paypal processing fee will be for 2021 with the increased dues of \$260.
    - The issue was reviewed, and a question was asked why owners are unable to pay late fees using the online payment feature or pay for two or more parcels in a single transaction.
    - Currently, FHR has subscribed to the Premium account at an annual cost of \$96. In order for owners to be able to pay late fees, FHR would need to subscribe to the Business account at an annual cost of \$300.
    - Following the discussion, the Board took the following action:
      - **Motion: Move to subscribe to the Business Account for one year and based on our analysis, determine if it should be continued.**
        - Moved by Dennis Van Roekel, Seconded by Kim Shuey.
          - **Motion approved unanimously.**
      - **ACTION:** Thad will upgrade the WordPress account to a Business account in January 2021.
      - **ACTION:** Thad agreed to determine the number of owners who used the online payment option in 2020 and report back to the Board.
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- **2021 Dues for Four Hills Ranch POA**
  - At the Annual Meeting, President Johnson raised the issue of increasing the 2021 dues to \$260 from the current \$236 amount. President Johnson explained the history of dues increases, reasons why an increase was needed, and then asked for comments from participants. No opposition was expressed by meeting participants.
  - Following the discussion, the Board took the following action:
    - **Motion: Move to set the 2021 Association Annual Dues at \$260.**
      - Moved by Larry Schug, Seconded by Kim Shuey
        - **Motion approved unanimously.**
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- **Grand Canyon Junction Coalition**
  - A local coalition and community effort have been launched in an effort to rename Valle, AZ, to Grand Canyon Junction, AZ. The Four Hills Ranch POA received a letter requesting their support for the effort.
  - The Board discussed various options on how the Board could support the effort and whether or not the Board should take a formal position.
  - Following the discussion, the Board determined that the Board would not take a formal position but the information would be placed on the Four Hills Ranch website to inform members of the effort and to encourage owners, if they desired, to complete a brief survey and send letters or emails of support to the Coconino County Board of Supervisors.
  - **ACTION:** Thad will place a link to the Grand Canyon Junction web site on the Four Hills Ranch website. The Grand Canyon Junction has an example letter of support and a survey people can complete.
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- **Legal Fees to Investigate Foreclosures on Delinquent Accounts**
  - The POA's Collection Policy authorizes the Association to pursue foreclosure on properties with long term delinquency. The Board has briefly discussed the issue at various times but has never actually pursued obtaining the necessary information on which to base a decision to move forward.
  - The Board considered asking for advice from the POA attorney to inquire about the fees and procedures necessary to pursue this avenue of action. Following discussion, the Board took the following action:

- **Motion: Move to approve the expenditure of legal fees to explore the fees and procedures to pursue forecloses on delinquent accounts.**
  - Moved by Larry Schug, Seconded by Dennis Van Roekel
    - **Motion approved unanimously.**
  - **ACTION:** Thad will arrange a meeting with our attorney to discuss foreclosures and redeeming an in-process foreclosure.
  - **ACTION:** All board members will email Thad their questions regarding this topic before he sets up the meeting.
  
- **Agreement with Clean Air Estates (Addition to Agenda)**
  - The Board explored whether it was feasible to attempt to enter into an agreement of some kind with Clean Air Estates that would define the cost for the use of Four Hills Ranch Roads for access.
  - Any agreement would need to include both Four Hills Ranch and Howard Mesa Ranch since access would entail the use of the Common Roads.
  - After the discussion of pros and cons to proceeding in this direction, the Board determined not to pursue the issue at this time.
  
- **Mailboxes / Road Signs (Addition to Agenda)**
  - The POA currently has seven (7) of the thirty-two (32) mailboxes remaining. Based on interest expressed at the Annual Meeting, more could be sold in the near future. Question is what we do when all have been assigned?
  - Thad previously mentioned to Cliff Hall, President HMR POA, about the possibility of adding mailboxes on Big Elk Road.
    - **ACTION:** Thad agreed to pursue the issue with Cliff Hall.
  - The Postmaster in Williams (Kent) would prefer if all individual mailboxes would be removed on Espee Road. The Board discussed the possibility of adding a bank of mailboxes on Espee Road – there are about five (5) Four Hills Residents who currently have individual mailboxes there.
  - Road Signs – how do we want to proceed? Various options were discussed such as starting with the intersections on Primary Roads, or doing the signs in the group of Secondary Roads being bladed during the year, as well as other options,
    - New signs on Longview have been stolen twice.
    - **ACTION:** Thad and Kim agreed to work on a map and inserting red dots where signs are needed.
    - Suggestion was made that we ought to annually budget an amount for signs and then develop the planned expenditures for the year.
    - **ACTION:** Dennis agreed to build in an amount in the draft for the 2021 Four Hills Ranch budget.
  
- **Cedar Mountain Heights Website (Addition to Agenda)**
  - Cedar Mountain Heights has a section on their website ([cedarmtnhts.wordpress.com](http://cedarmtnhts.wordpress.com)) titled “Area Info” that has excellent information and pictures of wildlife on the ranch. A suggestion was made that FHR ought to pursue a similar idea on the FHR website – the Board was supportive of the suggestion. Following the discussion, the Board took the following action:
    - **Motion: Move to add three (3) pages to the FHR website (AZ Ancestors, Non-Owner Info, and Wildlife in Our Area.)**
      - Moved by Larry Schug, Seconded by Tom Makofske
        - **Motion approved unanimously.**
    - **ACTION:** Kim agreed to lead the work in this area, with Thad assisting with putting content up on the web site

**Board Administration**

- Next Meeting Date is December 12, 2020 at 9am.

**Motion: Move to Adjourn**

- Moved by Tom Makofske, Seconded by Larry Schug.
  - o **Motion approved unanimously.**

**Meeting Adjourned at 4:36 p.m.**