

RUBY STAR AIRPARK PROPERTY OWNERS ASSOCIATION

Minutes of a meeting of the Board of Directors August 7th, 2014

A meeting of the Board of RSAPOA was held on August 7th at the home of Mike and Wendy Magras.

The meeting was called to order at 5:35pm Mountain Standard Time.

1) Roll call

Directors Present: Wendy Magras (president), James Lyne (vice president) by phone, Randy Wells (treasurer), Ben Duncan (secretary), and Ted Stanley (director at large).

Members Present: Madonna Taylor, Pete Stogsdill, Mike Magras, Barry DiSimone by phone.

2) Welcome and call to audience for comments and presentations

- Barry DiSimone described to the Board the mistakes of another airpark which raised dues, disallowed guests and put in place restrictions that were not pleasant or productive. He appealed to the Board not to do these things.
- Barry also explained that he made updates to the website and Ortrud will be helping to execute them.
- Additionally Barry noted that Ron Ryan wants to include Ruby Star Airpark as a destination in "Living with Your Plane".

Motion by Ben Duncan to approve Barry DiSimone to work with Ron Ryan and get Ruby Star Airpark listed as a destination in "Living with Your Plane" and at the upcoming Ryan event.

- 2nd by Wendy Magras
- Discussion:
 - o None
- All present voted "aye"
- Motion carried

3) Approval of Meeting Minutes

- Minutes were not submitted with sufficient review time. Minutes will be approved later by email if possible.

4) Treasurer's Report

- Madonna Taylor reported account balances and major expenses. She noted 5 delinquent dues.
- The Board reviewed the Budget spreadsheet.
- Report is attached
- Madonna and Wendy thanked Eric Peterson who volunteered to go out and patch (cold patch) some of the holes in the roadways.

Motion by Ben Duncan to pay the full balance on the credit card.

- 2nd by Randy Wells
- Discussion:

- None
- All present voted “aye”
- Motion carried

Motion by Wendy Magras to accept the treasurer’s report

- 2nd by Randy Wells
- Discussion:
 - none
- All present voted “aye”
- Motion carried

5) To-Do List

- The Board reviewed all items on the running to-do list. A notable completed item is that Madonna Taylor found some Quickbooks training that will cost \$120.
- Pete Stogsdill agreed to work the repair of the West fence line. This item is in the budget but we had no one to manage the repairs.

6) Wash Crossing Status

- Wendy Magras explained that she is meeting with Magnum Paving and PRE August 8th to discuss the wash crossings, areas where the runway is cracking and tie down area preparations. Pete Stogsdill and Ted Stanley said they may attend as well.

7) Common Area Committee

- Randy Wells discussed his findings regarding runway lighting. At Oshkosh he found pilot-controlled, solar powered lighting for as much as \$609 per light. Wendy Magras has found lighting in the range of \$50 per light when shopping online.
- Ted Stanley mentioned some precautions for installing lighting including the check for obstructions within the angular plane of landing.
- Randy discussed the status of a fuel truck again. He reiterated that the cost per gallon would likely be \$5.90. It was noted that La Cholla charges something like \$5.20/gallon. The Board decided to table further fuel truck discussions until after plans for tie down facilities have been better developed.
- Regarding design of the common area, Randy explained that he will be utilizing software that will allow him to easily model ideas and present to the board as early as the next Board meeting.

8) Financial Reserves and Raising Dues

- Wendy Magras broached the subject of raising dues to cover the current and future needs of the Airpark infrastructure. She suggested a 20% increase as allowed in the CCRs and noted that dues have not been increased for several years.
 - a) Most members present indicated that they would not vote in favor of a dues increase. However, some members spoke to the need to maintain the runway and roadways and build reserve funding for these purposes. No motion was made.
 - b) Those present wish to raise revenue by building up the common area to be income producing rather than raising dues.
- The board discussed associate members fees which are \$40/month or \$400/year.

- Ted Stanley noted that the county roads en route to the Airpark need to be maintained better. The Board discussed the need for residents to raise the issue to the county as often as possible. Madonna Taylor pointed out that grants are sometimes awarded for improvement projects like county road improvements.

9) General Meeting Date

- The Board discussed the best date for the annual General Meeting and arrived at October 4th @ 1:00pm with a potluck lunch/BBQ starting at 11:30am. The location is to be determined.

10) Nominating Committee for Board Members

- Ben Duncan and Ted Stanley's seats are up.
- Wendy Magras and Madonna Taylor agreed to head up the election committee.
- Nominations will close at the annual meeting in October.
- Ballots will be mailed by the end of October.
- Ballots must be returned by mid-November.
- Ballots will be counted by the end of November so that the new Board can meet in December for a proper hand-off.
- The location and time of the ballot counting will be announced later.

11) Front Gate

- Wendy Magras, Pete Stogsdill, Ted Stanley, Carl Taylor, and others have been working on the front gate malfunctions over the last several days without resolution. The Board is aware of the problems and several members are involved in the solutions.
- Ted Stanley agreed to takeover the job of procuring a locking pin as a mechanical solution to the issue of opening the gate during malfunctions.

12) CCR Update

- Regarding the CCR's Hanger/Home Policy: Wendy Magras did some research on hangar-home policies at other airparks. She observed that about 50% of airpark's CCR's were silent on whether members could build hangars that either didn't have a home or had the home as part of the hanger. She observed the other 50% required that a hanger be built concurrent with or after the building of a home. The Board discussed options ranging from silence to requirements for submitting home plans to financial penalties for not having a home built concurrently from a hangar. Wendy Magras agreed to draft a proposed regulation for the Board to review.
- Regarding Board Member term lengths: Madonna Taylor suggested making the term length only 1 year, hopefully making members more willing to serve. Wendy noted that term lengths are a by-laws issue and not a CCR issue.

13) Annual vs Quarterly Dues Payments

- The Board discussed assessing a processing fee for those paying their dues quarterly.

Motion by Randy Wells to assess a processing fee of \$10 per quarter, per lot for those members paying their dues quarterly beginning January 1st, 2015.

- 2nd by Wendy Magras
- Discussion:

- There was a little more discussion around raising the dues in general but it didn't lead anywhere
- All present voted "aye"
- Motion carried

14) Trash Removal

- The Board again discussed the best way to facilitate trash removal for members while trying to reduce costs to the association.
 - a) Again a few Board members spoke out against changes to the current fee-free dumpster availability for members. The general argument was that changing the benefit by charging a fee or removing the dumpster may attract less potential property buyers/new members. No motion was formed.

15) Backhoe Repairs

- The backhoe 4WD is not working. The steering column tilt-lock won't engage. The "return to dig position" is not functioning. The tachometer and boom-lock also are in need of repair.
 - a) A quote was acquired and it looks like Earhart can fix these problems for \$1662 including pick-up and delivery. Parts would be additional.

Motion by Ben Duncan to authorize Carl Taylor to use Earhart and up to \$2500 to get the backhoe fixed.

- 2nd by Randy Wells
- Discussion:
 - None
- All present voted "aye"
- Motion carried

Adjournment

Next meeting of the Board will be:

Date: Wednesday, September 17th, 2014

Time: 5:00pm

Location: Ascent Aviation, 7001 S. Park, Tucson AZ.

Motion by Wendy Magras to adjourn.

- 2nd by Randy Wells
- Discussion:
 - None
- All present voted "aye"
- Motion carried

Meeting adjourned at 7:43pm.

	2014 Budget	Jan 2014 Actual	Feb 2014 Actual	Mar 2014 Actual	April 2014 actual	May 2014 Actual	Jun 2014 Actual	Jul 2014 Actual	Aug 2014 Actual	Sep 2014 Actual	Oct 2014 Actual	Nov 2014 Actual	Dec 2014 Actual	YTD Actual	Difference	2015 Anticipated
REVENUE																
Annual Association Dues																
2014 - 63 Lots @ \$1000	\$ 63,000.00	\$ 29,225.00	\$ 5,500.00	\$ 250.00	\$ 3,750.00	\$ 3,775.00	\$ -	\$ 7,125.00	\$ 2,050.00	\$ -	\$ 6,750.00	\$ -	\$ -	\$ 58,425.00	\$ (4,575.00)	\$ 63,000.00
Late Fees	\$ -							\$ 75.00	\$ 75.00					\$ 150.00	\$ 150.00	\$ -
2013 dues	\$ 2,250.00							\$ 250.00						\$ 250.00	\$ (2,000.00)	\$ 2,000.00
2012 dues	\$ 1,250.00													\$ -	\$ (1,250.00)	\$ 1,250.00
Other Revenue																
Backhoe rental	\$ -	\$ 50.00		\$ -	\$ 68.00									\$ 118.00	\$ 118.00	\$ 100.00
Guest Fees	\$ -													\$ -	\$ -	\$ -
Runway Use Fees	\$ -													\$ -	\$ -	\$ -
Interest Payments	\$ -													\$ -	\$ -	\$ -
Donations	\$ -			\$ 270.80										\$ 270.80	\$ 270.80	\$ 250.00
Runway Use Fees	\$ -	\$ 80.00	\$ 80.00			\$ 240.00		\$ 240.00						\$ 640.00	\$ 480.00	\$ 480.00
Credit Card Rewards	\$ -		\$ 345.75											\$ 345.75	\$ 345.75	\$ 350.00
TOTAL REVENUE	\$ 66,500.00	\$ 29,355.00	\$ 5,925.75	\$ 520.80	\$ 3,818.00	\$ 4,015.00	\$ -	\$ 7,690.00	\$ 2,125.00	\$ -	\$ 6,750.00	\$ -	\$ -	\$ 60,199.55	\$ (6,300.45)	\$ 67,430.00
EXPENSE																
Roadways																
Pavement Maint & Repairs	\$ -													\$ -	\$ -	\$ -
Crossing Design	\$ -	\$ 3,745.00				\$ 1,655.00								\$ 5,400.00	\$ 5,400.00	\$ -
Crossing Construction/Eng	\$ 20,000.00													\$ -	\$ (20,000.00)	\$ -
Weed abatement	\$ 4,574.00		\$ 70.56	\$ 278.17										\$ 348.73	\$ (4,225.27)	\$ 4,500.00
Erosion Control	\$ -													\$ -	\$ -	\$ -
Gate Maintenance	\$ 500.00					\$ 30.43		\$ 395.08						\$ 425.51	\$ (74.49)	\$ 500.00
Gate Electricity	\$ 230.00	\$ 19.10	\$ 19.10	\$ 19.10	\$ 18.40	\$ 18.79	\$ 18.79	\$ 18.40	\$ 18.79	\$ 18.79	\$ 18.79	\$ 18.79	\$ 18.79	\$ 225.63	\$ (4.37)	\$ 230.00
Water System																
Wells Pumps Electricity	\$ 349.45	\$ 22.74	\$ 36.18	\$ 37.36		\$ (38.20)								\$ 58.08	\$ (291.37)	\$ -
Runway																
Pavement Maint & Repair								\$ 536.34						\$ 536.34	\$ 536.34	\$ 500.00
Taxiway Repair	\$ -													\$ -	\$ -	\$ -
Erosion Control	\$ 1,500.00						\$ 360.00							\$ 360.00	\$ (1,140.00)	\$ 1,000.00
Equipment Maint																
Fuel, labor	\$ 500.00							\$ 173.07						\$ 173.07	\$ (326.93)	\$ 500.00
Parts, Tires, Misc	\$ 500.00						\$ 66.95							\$ 66.95	\$ (433.05)	\$ 500.00
Professional Fees																
Attorney Fees	\$ 2,000.00	\$ 625.00		\$ 1,250.00		\$ 75.00		\$ 440.92						\$ 2,390.92	\$ 390.92	\$ 2,000.00
Annual Tax-Audit Fee	\$ 400.00							\$ 383.00						\$ 383.00	\$ (17.00)	\$ 400.00
Website - Tech expense	\$ -													\$ -	\$ -	\$ -
Insurance - Runway	\$ 1,044.00	\$ 1,044.00												\$ 1,044.00	\$ -	\$ 1,100.00
Insurance - Association	\$ 4,350.55		\$ 4,350.55											\$ 4,350.55	\$ -	\$ 4,500.00
AZ Corp Commission	\$ 10.00	\$ 10.00												\$ 10.00	\$ -	\$ 10.00
AZ State Income Tax	\$ 50.00				\$ 50.00									\$ 50.00	\$ -	\$ 50.00
Lot Sales Expense	\$ -													\$ -	\$ -	\$ -
Easements/Engineering	\$ -	\$ 285.00		\$ 515.00										\$ 800.00	\$ 800.00	\$ -
Meetings																
Board Meetings	\$ -													\$ -	\$ -	\$ -
Annual Meeting	\$ -													\$ -	\$ -	\$ -
Special Meetings	\$ -													\$ -	\$ -	\$ -
Taxes																
POA Property Taxes	\$ 4,500.00										\$ 4,500.00			\$ 4,500.00	\$ -	\$ 5,000.00
Reserve Fund																
Annual Contribution	\$ -													\$ -	\$ -	\$ -
Misc Contributions	\$ -													\$ -	\$ -	\$ -
Bank Fees																
Check Reorder	\$ -	\$ -	\$ -	\$ -										\$ -	\$ -	\$ -
Misc Fees	\$ -													\$ -	\$ -	\$ -
Trash Removal																
Regular Contractor	\$ 3,000.00	\$ 243.24	\$ 243.24	\$ 243.24	\$ 245.32	\$ 244.92	\$ 244.65	\$ 247.51	\$ 244.65	\$ 244.65	\$ 244.65	\$ 244.65	\$ 244.65	\$ 2,935.37	\$ (64.63)	\$ 3,000.00

	2014 Budget	Jan 2014 Actual	Feb 2014 Actual	Mar 2014 Actual	April 2014 actual	May 2014 Actual	Jun 2014 Actual	Jul 2014 Actual	Aug 2014 Actual	Sep 2014 Actual	Oct 2014 Actual	Nov 2014 Actual	Dec 2014 Actual	YTD Actual	Difference	2015 Anticipated
Airpark Promotion																
Special Events Fly-In	\$ 1,000.00			\$ 687.74		\$ 349.58								\$ 1,037.32		\$ 1,000.00
Advertising	\$ 500.00			\$ 369.79										\$ 369.79	\$ (130.21)	\$ 500.00
Debt Service																
Fence Loan Interest Expens	\$ 1,500.00		\$ 1,005.21											\$ 1,005.21	\$ (494.79)	\$ 1,500.00
Fence Loan Debt Reduction	\$ -													\$ -	\$ -	\$ -
Huey Loan Interest Expens	\$ 9,000.00									\$ 9,000.00				\$ 9,000.00	\$ -	\$ 9,000.00
Huey Loan Debt Reduction	\$ 6,192.00									\$ 6,192.00				\$ 6,192.00	\$ -	\$ 6,192.00
Fences																
Design/Engineering	\$ -													\$ -	\$ -	
Repairs/Construction	\$ 1,000.00													\$ -	\$ (1,000.00)	\$ 1,000.00
Hangars																
Design/Engineering	\$ -													\$ -	\$ -	
Demo/Construction	\$ -													\$ -	\$ -	
Office Expenses																
Postage	\$ 144.62					\$ 1.89								\$ 1.89	\$ (142.73)	\$ 150.00
Software	\$ 155.38		\$ 155.38											\$ 155.38	\$ -	
Misc.	\$ -													\$ -	\$ -	\$ 150.00
TOTAL EXPENSE	\$ 63,000.00	\$ 5,994.08	\$ 5,880.22	\$ 3,400.40	\$ 313.72	\$ 2,335.52	\$ 265.33	\$ 1,911.86	\$ 972.85	\$ 15,455.44	\$ 4,763.44	\$ 263.44	\$ 263.44	\$ 41,819.74	\$ (21,217.58)	\$ 43,282.00
NET CASH FLOW	\$ 3,500.00	\$ 23,360.92	\$ 45.53	\$ (2,879.60)	\$ 3,504.28	\$ 1,679.48	\$ (265.33)	\$ 5,778.14	\$ 1,152.15	\$ (15,455.44)	\$ 1,986.56	\$ (263.44)	\$ (263.44)	\$ 18,379.81	\$ 14,879.81	\$ 24,148.00
(Bal Fwd fm prev yr.)	\$ 22,222.00															
Forecast End-of-Month Balance		\$ 45,582.92	\$ 45,628.45	\$ 42,748.85	\$ 46,253.13	\$ 47,932.61	\$ 47,667.28	\$ 53,445.42	\$ 54,597.57	\$ 39,142.13	\$ 41,128.69	\$ 40,865.25	\$ 40,601.81			