

RUBY STAR AIRPARK PROPERTY OWNERS ASSOCIATION

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

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

The meeting was called to order at 18:00 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 by phone.

Members Present: Madonna Taylor, Barry DiSimone by phone, and Holly Smith by phone.

2) Welcome and call to audience for comments and presentations

- No comments

3) Approval of Meeting Minutes

Motion by Wendy Magras to approve the minutes from the March and April 2014 meetings

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

4) Treasurer's Report

- Randy Wells and Madonna Taylor reported account balances and major expenses
- Report is attached
- Madonna reported that \$1250 in dues is either due or delinquent.
- Madonna discussed bills due to Monroe McDonough Goldschmidt & Molla PLLC for legal assistance and to Carl Taylor for parts reimbursement.

Motion by Ben Duncan to pay the bills presented for legal fees and parts reimbursement.

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

Motion by Wendy to accept the treasurer's report

- 2nd by Randy Wells
- Discussion:
 - o Board discussed the management of delinquent dues. Interest has not been charged but Madonna will send notice that interest will be charged in accordance with CCR's starting July 1st.
- All present voted "aye"

- Motion carried

5) Late Fees and Interest

- Board discussed the implementation of CC&R described interest. Interest and late fees may not have been perfectly enforced in the past but the need to enforce the CCR's was addressed.

Motion by Wendy Magras to begin implementation of CCR-described interest on late dues as of July 1st 2014..

- 2nd by Ben Duncan
- Discussion:
 - o None
- All present voted "aye"
- Motion carried

6) CCR's

- Madonna noted that she is still reviewing the board's comments from the last CCR discussion before she left at about 5:30pm.
- Board discussed the hangar-house rules in the CCR to come up with a working regulation that accommodates individuals who need to build a hangar before a house. The architectural requirements and the need for a separate architectural committee was discussed.
- Randy agreed to talk with Barry DiSimone about how other airparks have dealt with the hangar-house issue. Ted Stanly agreed to send board members a link to a helpful website: "Living with Your Airplane."
- Board discussed the clause dealing with commercial operations in the airpark and discussed wording similar to "none outside common area unless contained entirely within a residence, and only common area operations pre-approved by the Board."
- The board discussed removing the flag section altogether.
- The board discussed adding administration fees for those paying dues quarterly rather than lump sum.
- Much work is left to be done to update CCR's before submitting a draft to membership for review.
- The Board discussed rewriting the Road Maintenance section (3.15). James agreed to discuss it with Barry.
- The Board discussed eliminating the Animals section (2.11) and handling that whole issue in the nuisance section.
- The Board discussed changing the requirement of an Architectural Committee to the requirement of an architectural review process which may be delegated to an Architectural Committee if the Board desires.

7) To-Do List

- Board reviewed, updated, and held accountability session on the to-do list. Notable completed item: Cutting off electricity to the common wells.

8) Wash Crossing Status

- Mike Magras sent the board an update on the wash crossings. Engineering and drawings are complete and PRE has been paid. Mike is in the process of collecting bids from various companies.

Motion by Wendy Magras to ask Mike Magras to represent the Board in procuring bids for the wash crossing work.

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

9) Surveys & Reconfiguration

- Access surveys for the so called “land locked lots are complete and legal descriptions are done. We now need to record the descriptions and get sign-offs. The owner(s) of the Tanis lot has not yet given approval.
- The Front Gate surveys are complete and the legal description is under review.
- The common area reconfiguration survey is under review. The 1031 exchange which will include a title change and the involvement of an escrow company has yet to be done. The target date for completion is September 30th 2014.

10) Erosion Control

- Wendy is trying to get a work party together and beat the monsoons to repair roadway drainage areas around the airpark that will be further eroded in rainstorms to come. She will be sending an email invitation/plea for help.
- **The board expressed a big thank you to James Murrell.** He officially donated a much needed dump truck to the association. The dump truck requires some repairs which Jim has outlined for us.
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11) Common Area Committee

- Randy Wells, Barry DiSimone, Pete Stogsdale and Carter Boswell are the Common Area Committee members.
- The committee met last week. They are looking into hangars and tie downs and have some rough ideas on design and placement.
- Barry discussed using the west end of the common area for tie downs. He asked that we have Mike Magras include putting asphalt or chip seal down in a tie town area when he’s getting wash crossing bids. He suspects that the cost of a 5-10 tie-down-area will cost around \$5000 to pave or chip seal. Wendy agreed to talk to Mike about it.
- Barry has been working on the possibility of procuring a fuel truck for common use and sale of fuel. There is a 1200 gallon truck on the market. It is valued around \$5000 and needs at least \$1000 of work. Randy and Barry will explore the particulars of a deal if the Board desires.

Motion by Randy Wells to pursue a deal for the purchase of a fuel truck and present the deal at the next meeting of the Board.

- 2nd by Ben Duncan
- Discussion:
 - o Wendy noted that the availability of fuel should increase traffic at the Airpark. She's had a lot of phone calls with fuel questions.
 - o The board discussed the cost of additional requirements such as the cost of a pad for the truck to sit on, a shade structure for the truck, insurance, a method of customer payment, and any other regulatory items.
 - o The Board clarified that this authorization is for the pursuit of a deal, not its consummation.
- All present voted "aye"
- Motion carried

- Randy discussed a way to reimburse Ryan Reeves for coming to the Airpark to evaluate Association equipment. Fuel reimbursement was requested but the Board thought better to offer a flight with Randy Wells. Randy agreed with conditions.

12) Lot Sales

- The Board discussed whether the Association would carry back some funds when selling a lot. The Board agreed that the encumbered lots are difficult to sell and there is a need to be flexible. The Board agreed that it's intention is to be flexible but noted that it would require effective recourse in the event of non-performance.

13) Quick Books Training

- The Board discussed the need for Madonna Taylor to receive QuickBooks training.

Motion by Ben Duncan to allow Madonna to pursue a course, seminar, or coaching for Quickbooks and to spend no more than \$200 on it.

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

Adjournment

Next meeting of the Board will be:

Date: TBD
Time: TBD
Location: TBD

Motion by Wendy Magras to adjourn to closed session.

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

Meeting adjourned at 7:15pm

Treasurer's Report 3-19-2014 thru 6-7-2014

Previous Balance:		<u>\$32,720.19</u>
Deposits:		
Revenue	\$ 7,871.20	
Total Deposits:		\$ 7,871.20
Bills Paid:		
Monroe McDonough Goldschmidt & Molla, PLLC	\$ 50.00	
Ken Spaulding (fly-in expenses)	\$ 278.17	
Waste Management	\$ 245.32	
Waste Management	\$ 244.92	
Waste Management	\$ 244.65	
Trico	\$ 18.40	
Arizona Department of Revenue	\$ 50.00	
Monroe McDonough Goldschmidt & Molla, PLLC	\$ 75.00	
Mike Magras (gate keypad)	\$ 30.43	
Trico	\$ 18.79	
Postage	\$ 1.89	
Ron Alegria (fly-in expenses)	\$ 349.58	
Physical Resource Engineering	\$ 1,655.00	
Total Bills Paid:		\$ 3,262.15
Transfer from checking to savings		\$10,000.00
Current Checking Balance:		\$ 7,102.60
Current Savings Balance:		\$30,226.64
Total Cash Assets:		<u>\$37,329.24</u>

Bills presented for approval:

Monroe McDonough Goldschmidt & Molla, PLLC	\$ 440.92
Carl Taylor (parts reimbursement)	\$ 66.95

Dues Status:

Five members currently delinquent. Reminders sent to all. One of these is currently in bankruptcy and one has plans to remit by the end of June, 2014.

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	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
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								\$ 42,500.00	\$ (20,500.00)
2013 dues	\$ -													\$ -	\$ -
2015 dues	\$ -													\$ -	\$ -
Late Fees	\$ -													\$ -	\$ -
2012 dues	\$ -													\$ -	\$ -
Other Revenue															
Backhoe rental	\$ -	\$ 50.00		\$ -	\$ 68.00									\$ 118.00	\$ 118.00
Guest Fees	\$ -													\$ -	\$ -
Runway Use Fees	\$ -													\$ -	\$ -
Interest Payments	\$ -													\$ -	\$ -
Donations	\$ -			\$ 270.80										\$ 270.80	\$ 270.80
Associate Membership	\$ -	\$ 80.00	\$ 80.00			\$ 240.00								\$ 400.00	\$ 400.00
Credit Card Rewards	\$ -		\$ 345.75											\$ 345.75	\$ 345.75
TOTAL REVENUE	\$ 63,000.00	\$ 29,355.00	\$ 5,925.75	\$ 520.80	\$ 3,818.00	\$ 4,015.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 43,634.55	\$ (19,365.45)

EXPENSE

Roadways

Pavement Maint & Repairs	\$ -													\$ -	\$ -
Crossing Design	\$ -	\$ 3,745.00				\$ 1,655.00								\$ 5,400.00	\$ 5,400.00
Crossing Construction/Engineer	\$ 20,000.00													\$ -	\$ (20,000.00)
Weed abatement	\$ 4,574.00		\$ 70.56	\$ 278.17										\$ 348.73	\$ (4,225.27)
Erosion Control	\$ -													\$ -	\$ -
Gate Maintenance	\$ 500.00					\$ 30.43								\$ 30.43	\$ (469.57)
Gate Electricity	\$ 230.00	\$ 19.10	\$ 19.10	\$ 19.10	\$ 18.40	\$ 18.79								\$ 94.49	\$ (135.51)

Water System

Wells Pumps Electricity	\$ 349.45	\$ 22.74	\$ 36.18	\$ 37.36		\$ (38.20)								\$ 58.08	\$ (291.37)
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Runway

Pavement Maint & Repair														\$ -	\$ -
Taxiway Repair	\$ -													\$ -	\$ -
Erosion Control	\$ 1,500.00													\$ -	\$ (1,500.00)

Equipment Maintenance

Fuel, labor	\$ 500.00													\$ -	\$ (500.00)
Parts, Tires, Misc	\$ 500.00													\$ -	\$ (500.00)

Professional Fees

Attorney Fees	\$ 2,000.00	\$ 625.00		\$ 1,250.00		\$ 75.00								\$ 1,950.00	\$ (50.00)
Annual Tax-Audit Fee	\$ 400.00			\$ 383.00										\$ 383.00	\$ (17.00)
Website - Tech expense														\$ -	\$ -
Insurance - Runway	\$ 1,044.00	\$ 1,044.00												\$ 1,044.00	\$ -
Insurance - Association	\$ 4,350.55		\$ 4,350.55											\$ 4,350.55	\$ -
AZ Corp Commission	\$ 10.00	\$ 10.00												\$ 10.00	\$ -
AZ State Income Tax	\$ 50.00				\$ 50.00									\$ 50.00	\$ -
Lot Sales Expense	\$ -													\$ -	\$ -
Easements/Engineering	\$ -	\$ 285.00		\$ 515.00										\$ 800.00	\$ 800.00

Meetings

Board Meetings	\$ -													\$ -	\$ -
Annual Meeting	\$ -													\$ -	\$ -

	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
Special Meetings	\$ -													\$ -	\$ -
Taxes															
POA Property Taxes	\$ 4,500.00													\$ -	\$ (4,500.00)
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							\$ 1,464.61	\$ (1,535.39)
Airpark Promotion															
Special Events Fly-In	\$ 1,000.00			\$ 687.74		\$ 349.58								\$ 1,037.32	\$ 37.32
Advertising	\$ 500.00			\$ 369.79										\$ 369.79	\$ (130.21)
Debt Service															
Fence Loan Interest Expense	\$ 1,500.00		\$ 1,005.21											\$ 1,005.21	\$ (494.79)
Fence Loan Debt Reduction	\$ -													\$ -	\$ -
Huey Loan Interest Expense	\$ 9,000.00													\$ -	\$ (9,000.00)
Huey Loan Debt Reduction	\$ 6,192.00													\$ -	\$ (6,192.00)
Fences															
Design/Engineering	\$ -													\$ -	\$ -
Repairs/Construction	\$ 1,000.00													\$ -	\$ (1,000.00)
Hangars															
Design/Engineering	\$ -													\$ -	\$ -
Demo/Construction	\$ -													\$ -	\$ -
Office Expenses															
Postage	\$ -						\$ 1.89							\$ 1.89	\$ 1.89
Software	\$ 300.00		\$ 155.38											\$ 155.38	\$ (144.62)
Total Estimated EXPENSE	\$ 63,000.00	\$ 5,994.08	\$ 5,880.22	\$ 3,783.40	\$ 313.72	\$ 2,335.52	\$ 246.54	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,553.48	
NET	\$ -	\$ 23,360.92	\$ 45.53	\$ (3,262.60)	\$ 3,504.28	\$ 1,679.48	\$ (246.54)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,081.07	