

RUBY STAR AIRPARK PROPERTY OWNERS ASSOCIATION

Minutes of a meeting of the Board of Directors July 7th, 2013

A meeting of the Board of RSAPOA was held on July 7th at the home of Holly Smith.

The meeting was called to order at 2:10pm Mountain Standard Time.

1) Roll call

Directors Present: Wendy Magras (president), Rifka Boswell (vice president), Holly Smith (treasurer), Ben Duncan (secretary), and Ken Spaulding (director at large).

Members Present: Ron Alegria, Jay Bennett, and Barry DiSimone (via telephone) for a brief period at 3:18pm..

2) Welcome and call to audience for comments and presentations

- Jay Bennett commented on the destroyed Windsock. He listed options and pricing for a replacement.

Motion by Holly Smith to order a windsock from Airport Windsock Corp, size 36inches diameter, 144 inches long, and have it shipped to Wendy Magras for a price of \$99.95 plus shipping and charge it to the association credit card.

- 2nd by Ben Duncan
- Discussion:
 - o Ron Alegria said he can help if any windsock assembly parts need to be machined.
- All present voted "aye"
- Motion carried

3) Approval of Meeting Minutes

- Minutes already approved by email last month

4) Treasurer's Report

- Holly reported account balances and major expenses
- Report is attached
- Taxes have not been filed yet but holly is working on it.
- Holly will finish setting aside this year's debt service for the Huey loan tomorrow.
- Holly noted that new bills for tax preparation and fence repairs are coming soon.
- Ben noted that the spreadsheet, tracking all notes and liens, is under construction.
- Board asked Holly to add debt service updates to the treasurer's budget spreadsheet.
- Barry DiSimone emailed the board on July 6th with his concern about specific verbiage in the Huey Promissory Note. It deals with the issue of incremental lot release. He felt that there might be a problem having a lien released on a property when that lot is sold. Holly will investigate this.

5) Fence Repairs

- Wendy noted that the fence repair motion was approved by email.

- Ken said he would like to discuss the quality of work with the contractor before we pay up. Some stays were not attached and some wash crossings are too high. The bill is for \$404.00.

6) Erosion Control

- Ken discussed 10 locations that need erosion control. He touched on shotcrete or concrete solutions for basins and grates. He mentioned plunge pools for crossovers and drains. He explained some of the products that can be purchased such as straw tubes and geotech materials as well as rock and love grass. Also discussed was the need to manage erosion control over time with the use of the backhoe and manpower.

Motion by Ben Duncan to allow Ken's team to spend up to \$2500 to do what him and his group of volunteers see fit to start runway and roadway erosion control.

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

7) Marketing of Association Lots

- Wendy explained that the Listing Agreement with Barry DiSimone expired June 30th. Barry has agreed to extend for no upfront fee. Originally the association paid Barry \$800 in June of 2012, for his listing expenses, and \$520 in Dec 2012 for his listing renewal.
- Holly explained that we need a better website, perhaps with video, and listing on websites such as "AirparkHomes.com". That site costs roughly \$39/month. Holly identified 5 different websites which are specifically for airpark homes and lots that are listed for sale. Holly's advice to the board, and the advice Barry DiSimone has been giving to the board for some time now, is as follows:
 - a) Update the website
 - b) Improve our search engine optimization
- Barry (by telephone) noted that, of the last 6 leads, 4 prospective buyers said "no way" when they heard there was no community water supply. Ken and Rifka agreed that lack of water is a huge obstacle. The board discussed targeting lot sales to people who are interested in "Green" living.
- Rifka agreed to contact an airpark resident to solicit help with upgrading the website.
- Wendy agreed to hold on to the new listing agreement for a few weeks while Rifka searches for other realtor options.

8) Waste Management

- Holly explained that waste removal costs are now over \$200/month. Those costs have steadily risen over the last few years from \$85/month to \$125/month to the current \$200.
- Holly suggested that individual residents can sign up with Waste Management for \$35 set up fee, \$19.20/month, plus a 20% fuel and environmental surcharge.
- Wendy voiced her concern about the association paying for a service that typically only live-in residents benefit from.
- Ken noted that big garbage trucks running around our roadways would cause extra wear and tear on roads that need to last. He cited the recent wear on some corners during the runway construction.

- No action was taken in this meeting.

9) November 2nd Fly-in Planning

- Wendy said that no-one has come forward with a good reason not to use November 2nd as the date of our fly-in.
- Ron Alegria and Wendy Magras will head up the fly-in together. Wendy is making plans for volunteers and she has been checking websites for competing events and trying to get the Ruby Star Airpark Fly-in on their calendars.
- Ron noted that he is preoccupied until mid-November and will have less time to devote to this fly-in but he hopes we will put another one on in the spring. The board agreed to have further discussions on whether Ruby Star Airpark should host two fly-ins per year.

10) To-Do List

- The board reviewed the action-tracking list, made additions and updates as required.

11) Performance of NW Landscaping

- Rifka expressed some dissatisfaction with the results the Airpark is getting from North West Landscaping.
- Ken Spaulding explained that he and Mike Magras are working with them, to make improvements with their work. Ken is also exploring alternative options for the future.

12) New Roster

- The board was given an updated paper copy of the contact roster for Ruby Star Airpark.

13) Next Meeting

- Wendy agreed to arrange the next meeting by email.

Adjournment

Next meeting of the Board will be:

Date: TBD
Time: TBD
Location: TBD

Motion by Wendy Magras to adjourn.

- 2nd by Rifka Boswell
- Discussion:
 - o None
- All present voted "aye"
- Motion carried

Meeting adjourned at 16:04pm.

	2013 Budget	Jan 2013 Actual	Feb 2013 Actual	Mar 2013 Actual	Apr 2013 Actual	May 2013 Actual	Jun 2013 Actual	Jul 2013 Actual	Aug 2013 Actual	Sep 2013 Actual	Oct 2013 Actual	Nov 2013 Actual	Dec 2013 Actual	YTD Actual	Difference
REVENUE															
Annual Association Dues															
2013 - 63 Lots @ \$1000	\$ 63,000.00	\$ 31,000.00	\$ 7,250.00	\$ 1,500.00	\$ 2,750.00	\$ 3,250.00	\$ 50.00	\$ 2,250.00						\$ 48,050.00	\$ (14,950.00)
2014 dues	\$ -													\$ -	\$ -
2015 dues	\$ -													\$ -	\$ -
Late Fees	\$ -	\$ 50.00	\$ 75.00	\$ 50.00	\$ -	\$ 50.00	\$ 50.00							\$ 275.00	\$ 275.00
2012 dues	\$ -	\$ 500.00				\$ 500.00	\$ 500.00							\$ 1,500.00	\$ 1,500.00
Other Revenue															
Backhoe rental	\$ -	\$ 75.00	\$ -	\$ -		\$ 175.00								\$ 250.00	\$ 250.00
Hangar Use Fees	\$ -													\$ -	\$ -
Guest Fees	\$ -													\$ -	\$ -
Runway Use Fees	\$ -													\$ -	\$ -
License Agreements	\$ -													\$ -	\$ -
Settlements	\$ -													\$ -	\$ -
Interest Payments	\$ -													\$ -	\$ -
Donations	\$ -	\$ -	\$ -	\$ 40.00										\$ 40.00	\$ 40.00
TOTAL REVENUE	\$ 63,000.00	\$ 31,625.00	\$ 7,325.00	\$ 1,590.00	\$ 2,750.00	\$ 3,975.00	\$ 600.00	\$ 2,250.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,115.00	\$ (12,885.00)
EXPENSE															
Water System															
Water System Maint	\$ -													\$ -	\$ -
Water Quality Testing	\$ -													\$ -	\$ -
Well Pumps -Electric	\$ 470.00	\$ 38.56	\$ 38.56	\$ 38.56	\$ 38.56	\$ 38.56	\$ 38.56							\$ 231.36	\$ (238.64)
AZ Wtr Withdrawal Report	\$ -													\$ -	\$ -
Roadways															
Pavement Maint & Repairs	\$ -													\$ -	\$ -
Crossing Design	\$ -													\$ -	\$ -
Crossing Construction	\$ -													\$ -	\$ -
Weed abatement	\$ 6,360.00	\$ -	\$ 1,325.00	\$ 530.00	\$ 530.00	\$ 530.00	\$ 530.00							\$ 3,445.00	\$ (2,915.00)
Erosion Control	\$ -													\$ -	\$ -
Gate Maintenance	\$ -							\$ 125.00						\$ 125.00	\$ 125.00
Gate Electricity	\$ 225.00	\$ 18.98	\$ 18.84	\$ 18.98	\$ 18.79	\$ 18.79	\$ 18.79							\$ 113.17	\$ (111.83)
Runway															
Pavement Maint & Repair	\$ 10,000.00		\$ 1,328.49	\$ -				\$ 1,877.47						\$ 3,205.96	\$ (6,794.04)
Taxiway Repair	\$ -							\$ 117.62						\$ 117.62	\$ 117.62
Erosion Control	\$ 5,000.00							\$ 794.54						\$ 794.54	\$ (4,205.46)
Backhoe															
Fuel,repairs	\$ 900.00		\$ 146.00					\$ 225.73						\$ 371.73	\$ (528.27)
Labor	\$ 100.00													\$ -	\$ (100.00)
Professional Fees															
Attorney Fees	\$ 4,000.00	\$ 1,107.50	\$ 50.00				\$ 50.00							\$ 1,207.50	\$ (2,792.50)
Annual Tax-Audit Fee	\$ 350.00							\$ 382.00						\$ 382.00	\$ 32.00

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Website - Tech expense	\$ 500.00													\$ -	\$ (500.00)
Insurance - Runway	\$ 1,000.00	\$ 1,044.00												\$ 1,044.00	\$ 44.00
Insurance - Association	\$ 1,000.00		\$ 4,377.00				\$ (81.45)							\$ 4,295.55	\$ 3,295.55
AZ Corp Commission	\$ 10.00		\$ 10.00											\$ 10.00	\$ -
AZ State Income Tax	\$ 50.00							\$ 50.00						\$ 50.00	\$ -
Lot Sales Expense	\$ -													\$ -	\$ -
Director's Expense	\$ -													\$ -	\$ -

Meetings

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

Election Expense

Postage	\$ -													\$ -	\$ -
Supplies	\$ -													\$ -	\$ -
Reproduction expense	\$ -													\$ -	\$ -

Taxes

POA Property Taxes	\$ 5,000.00													\$ -	\$ (5,000.00)
Runway	\$ -													\$ -	\$ -

Reserve Fund

Annual Contribution	\$ -													\$ -	\$ -
Misc Contributions	\$ -													\$ -	\$ -

Bank Fees

Check Reorders	\$ 10.00	\$ -	\$ -	\$ -										\$ -	\$ (10.00)
Misc Fees	\$ -													\$ -	\$ -

Trash Removal

Regular Contractor	\$ 1,500.00	\$ 123.00	\$ 209.27	\$ 209.48	\$ 212.06	\$ 210.45	\$ 217.00	\$ 216.50						\$ 1,397.76	\$ (102.24)
Special Projects	\$ -													\$ -	\$ -

Airpark Promotion

Special Events Fly-In	\$ 475.00	\$ (140.00)		\$ (607.00)	\$ -		\$ 247.50	\$ 872.62						\$ 373.12	\$ (101.88)
Special Events - Ribbon Cutting	\$ -	\$ 73.07												\$ 73.07	\$ 73.07

Debt Service

Fence Loan Interest Expense	\$ 2,000.00	\$ 283.56	\$ 1,500.00											\$ 1,783.56	\$ (216.44)
Fence Loan Debt Reduction	\$ 5,000.00		\$ 5,000.00											\$ 5,000.00	\$ -
Huey Loan Interest Expense	\$ 9,000.00		\$ 9,000.00											\$ 9,000.00	\$ -
Huey Loan Debt Reduction	\$ 10,000.00		\$ 6,192.00											\$ 6,192.00	\$ (3,808.00)

Supplies

Office Supplies	\$ 50.00	\$ -	\$ -	\$ -	\$ -									\$ -	\$ (50.00)
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Fences

Design/Engineering	\$ -													\$ -	\$ -
Demo/Construction	\$ -													\$ -	\$ -

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Hangars															
Design/Engineering	\$ -													\$ -	\$ -
Demo/Construction	\$ -													\$ -	\$ -
Total Estimated EXPENSE	\$ 63,000.00	\$ 2,548.67	\$ 29,195.16	\$ 190.02	\$ 799.41	\$ 797.80	\$ 1,020.40	\$ 4,661.48	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 39,212.94	\$(23,787.06)
NET	\$ -	\$ 29,076.33	\$(21,870.16)	\$ 1,399.98	\$ 1,950.59	\$ 3,177.20	\$ (420.40)	\$(2,411.48)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,902.06	\$ 10,902.06