



**DRAFT Minutes of the Board Meeting
held on Wednesday, September 17, 2025
at 6:00 p.m. via Google Meet**

1. **Call to Order.** Vice President W. Barfield called the meeting to order at 6:04 p.m.
2. **Roll Call.** Board members present: W. Barfield, R. Kling, C. Peachey, D. Vlastic, N. Tribby, and S. Crosby. N. Ceccarelli joined at approx. 6:20 p.m. Audio was recorded with Google Meet.
3. **Approval of minutes of the August 21 board meeting.** No changes were requested, the minutes were adopted as written.
4. **Officer Reports**
 - a. **President's report.** (given later in the meeting)
 - i. Smith Wamsley reviewed the volunteer liability release forms.
 - ii. Will be in contact with J. Romney's office regarding review of insurance policies.
 - b. **Vice President's report.** (W. Barfield) See Common Area Committee.
 - c. **Treasurer's report.** (R. Kling)
 - i. See attached financial report.
 - ii. Through August, we have spent 12 percent of 2025 budget. Bills for grading, insurance, legal, and property taxes will be due and reported on in Sept, Oct, and Nov reports.
 - iii. The updated 2025 budget was posted on the website.
 - iv. Still seeking volunteers for internal review of 2025 finances to be conducted next January. Contact treasurer@hlrpoa.com or admin@hlrpoa.com.
 - v. 2026 Assessment. If anyone needs more info regarding assessment calculations and due dates, please ask before the October meeting. Donation account idea to be postponed until next year.
 - d. **Secretary's report.** (C. Peachey)
 - i. We received the Farm Bureau membership renewal invoice.
 - ii. We received road grading and repair invoices from Dustin's Grading totaling approximately \$16,000.
 - iii. Insurance bills will arrive soon, as policies renew in Oct and Nov.
5. **Committee Reports**

a. Common Area Committee (W. Barfield)

- i. Cost to repair the ravine at the windmill was under \$700. Purchased t-posts, fencing, and rock; volunteer labor.
- ii. Investigated gabion pricing. Options include buying t-posts, chain link fencing, and rock, as done at windmill, or can buy fencing materials for 10 gabions for \$1780 delivered. Latter are 6 ft long, buyer assembles, supplies the rock, and installs. We might be able to get inexpensive leftover fencing ends from commercial fencing companies.
- iii. Identified two gabion projects: Two cuts on Last Trail and repair of two gabions on Foothills.
- iv. The committee will now meet two weeks ahead of board meetings instead of one week, to allow committee items to get on the board agenda.

b. Architectural Review Committee (W. Barfield)

- i. No new or pending architectural review requests.
- ii. We will compile information on ARRs approved prior to the recent changes to the process.

c. Finance Committee (R. Kling). Planning to meet in October for quarterly review.

d. Election Committee (C. Peachey). Nothing to report.

6. General member comments.

7. Active agenda.

a. Old Business -- None

b. New Business

- i. After board discussion of water tank options, W. Barfield **moved to move \$3000 from the operating fund to the 2025 Common Area budget for the purchase and installation of a 1200 gallon water tank at the well.** S. Crosby seconded. After opportunity for discussion, the **motion carried** on a roll call vote with none opposed. The current tank is approx. 3000 gallons. The new tank was chosen based on capacity and a 1.5:1 base to height ratio for best stability. Color will be beige. The supporting structure will be shored as needed. Committee members will begin examining the platform and disconnecting the old tank.
- ii. R. Kling **moved that the Board of Directors authorize the use of electronic payment system(s) by property owners for paying annual lot assessment fees.** C. Peachey seconded. R. Kling then **retracted the motion** to allow amendment of the agenda.

- iii. W. Barfield **moved to amend the agenda to move item number iv to item number ii.** S. Crosby seconded. No objection.
- iv. R. Kling **moved to amend the published motion to revise the Treasurer Policies and Procedures as follows: Revise paragraph 3.3, second sentence, regarding information included with assessment invoices to read “methods of payment, additional fees for electronic payment, and necessary account information.” Revise paragraph 3 to add “The Association shall not pay the expenses associated with electronic payments; the property owner is solely responsible for all additional expenses such as electronic payment fees and any other bank charges related to the transaction.”** S. Crosby seconded. After opportunity for discussion, the **motion carried** on a roll call vote with none opposed.
- v. R. Kling **moved that the Board of Directors authorize the use of electronic payment system(s) by property owners for paying annual lot assessment fees.** N. Tribby seconded. After opportunity for discussion, the **motion carried** on a roll call vote with none opposed.
- vi. R. Kling **moved that the Treasurer procure a Visa credit card from Vantage West for the Association to use in accordance with our approved credit card procedures.** N. Ceccarelli seconded. After opportunity for discussion, the **motion carried** on a roll call vote with none opposed.
- vii. Draft 2026 Budget. After discussion, the Legal budget line was increased to \$3400 to restore it to the amount it has been in recent years, plus increase it to allow some legal review of documents if needed.
- viii. Call for business items for next meeting: 2026 budget, assessment, and due dates (RK)

8. Comments from board members.

9. Next board meeting: Wednesday, October 15.

10. Adjourned at 7:21 p.m. W. Barfield moved, R. Kling seconded, none opposed.

Submitted by C. Peachey, HLRPOA Secretary.



High Lonesome Ranch Estates Property Owners Association
P.O. Box 215, Elfrida, Arizona 85610

Board Meeting Agenda
Wednesday, September 17, 2025, 6:00 p.m.
via Google Meet

1. Call to order
2. Roll call
3. Approval of minutes of the August 21 board meeting
4. Officer Reports
 - a. President's report
 - b. Vice President's report
 - c. Treasurer's report
 - d. Secretary's report
5. Committee Reports
 - a. Common Area Committee
 - b. Architectural Review Committee
 - c. Finance Committee
 - d. Election Committee
6. General member comments
 - a. Limited to 3 minutes
 - b. Must directly relate to action items of the Board published, considered, or on today's agenda
7. Active Agenda
 - a. Old Business -- None
 - b. New Business
 - i. Consideration and decision regarding buying and installing a replacement water tank at the windmill.
 - ii. Consideration of the motion: The Board of Directors authorizes the use of electronic payment system(s) by property owners for paying annual lot assessment fees.
 - iii. Consideration of the motion: The Treasurer will procure a Visa credit card from Vantage West for the Association to use in accordance with our approved credit card procedures.
 - iv. Consideration of the motion: Revise the Treasurer Policies and Procedures, paragraph 3.3, second sentence, regarding information included with assessment invoices to read "methods of payment, additional fees for electronic payment, and necessary account information...The Association shall not pay the expenses associated with electronic payments; the property owner is solely responsible for all additional expenses such as electronic payment fees and any other bank charges related to the transaction."
 - v. Discussion of 2026 Budget
 - vi. Call for business items for next meeting
8. Comments from Directors
9. Next board meeting date – Wednesday, October 15
10. Adjourn

HLR POA Treasurer's Report for August 2025

Bank Money

Checking on 1 Sep

Savings on 1 Sep

Total on 1 Sep

\$55,052.66

\$21,105.54

\$76,158.20

Money In

TOTAL

Invoiced
\$36,038.03

Income in August
\$3.63

Income before 1 Sep
\$35,064.37

Balance
(\$973.66)

2025 Assessment	\$35,632.00		\$34,846.00	(\$786.00)
Bank Interest	\$0.00	\$3.63	\$27.35	\$27.35
Disclosure Fees	\$150.00		\$150.00	\$0.00
Recording Fees	\$60.00			(\$60.00)
Postage Fees	\$75.19		\$21.18	(\$54.01)
Debt Interest	\$120.84		\$19.84	(\$101.00)

Money Out

TOTAL

Budget
\$40,934.16

Spent in August
\$510.86

Spent Jan - Aug
\$4,911.83

Unspent
\$36,022.33

Taxes	\$95.00		\$60.00	\$35.00
AZ Income Tax	\$50.00		\$50.00	\$0.00
Cochise County Property Taxes	\$35.00			\$35.00
Arizona Corporation Commission Fee	\$10.00		\$10.00	\$0.00

Services	\$4,200.00			\$4,200.00
Insurance	\$2,200.00			\$2,200.00
Legal	\$2,000.00			\$2,000.00

Common Areas	\$32,600.00		\$3,345.00	\$29,255.00
Road Grading	\$25,500.00		\$3,345.00	\$22,155.00
Road Repair	\$6,500.00			\$6,500.00
Windmill	\$300.00			\$300.00
Maintenance	\$300.00			\$300.00

Administrative	\$4,039.16	\$510.86	\$1,506.83	\$2,532.33
Annual Meeting and Election	\$2,500.00		\$504.37	\$1,995.63
Website	\$376.16	\$376.16	\$376.16	\$0.00
Mailings	\$350.00	\$9.70	\$231.20	\$118.80
Google Business Suite	\$200.00		\$92.10	\$107.90
Financial Review	\$125.00	\$125.00	\$125.00	\$0.00
Post Office Box	\$88.00		\$88.00	\$0.00
County Recorder Fees	\$270.00		\$90.00	\$180.00
Office Supplies	\$50.00			\$50.00
Accounting Systems	\$80.00			\$80.00

Payments Issued

Check Number

Check Date

Check Amount

Financial Review	#1144	07-Aug-25	\$125.00
Website	#1145	27-Aug-25	\$376.16
Mailings	#1146	27-Aug-25	\$9.70



HLR POA Draft Budget for 2026

Budget Total	\$42,900
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Administrative	\$2,995
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<u>Budget Line</u>	Finance Committee Initial Draft	POCs' Adjustments Amount	Date	Total
Annual Meeting and Election	\$1,000	\$500	29-Aug-25	\$1,500
Website	\$150	\$260	29-Aug-25	\$410
Mailings	\$250	\$265	03-Aug-25	\$515
Google Business Suite	\$210	\$30	29-Aug-25	\$240
Financial Review	\$150	(\$150)	30-Aug-25	
Post Office Box	\$94	\$6	29-Aug-25	\$100
County Recorder Fees	\$180		29-Aug-25	\$180
Office Supplies	\$50		29-Aug-25	\$50
Accounting Systems	\$120	(\$120)	30-Aug-25	

Common Areas	\$32,800
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<u>Budget Line</u>	Finance Committee Initial Draft	POCs' Adjustments Amount	Date	Total
Road Grading	\$25,500	(\$25,500)	14-Aug-25	
Road Repair	\$6,500	(\$6,500)	14-Aug-25	
Damage Prevention			14-Aug-25	
Road Maintenance		\$32,000	14-Aug-25	\$32,000
Windmill	\$350		14-Aug-25	\$350
Maintenance	\$300	(\$300)	14-Aug-25	
Signs	\$150	(\$150)	14-Aug-25	
Common Area Other		\$450	14-Aug-25	\$450

Finance	\$1,215
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<u>Budget Line</u>	Finance Committee Initial Draft	POCs' Adjustments Amount	Date	Total
Financial Review		\$150	30-Aug-25	\$150
Accounting Systems		\$200	30-Aug-25	\$200
Reserve Fund			30-Aug-25	
Delinquent Account Burden		\$865	30-Aug-25	\$865

Services	\$5,800
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<u>Budget Line</u>	Finance Committee Initial Draft	POCs' Adjustments Amount	Date	Total
Insurance	\$2,400		18-Aug-25	\$2,400
Legal	\$1,000	\$2,400	17-Sep-25	\$3,400

Taxes	\$90
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<u>Budget Line</u>	Finance Committee Initial Draft	POCs' Adjustments Amount	Date	Total
AZ Income Tax	\$50		03-Aug-25	\$50
Cochise County Property Taxes	\$30		03-Aug-25	\$30
Arizona Corporation Commission	\$10		03-Aug-25	\$10
Tax Preparation			03-Aug-25	