



## **Opening**

**Call to Order by:** Mr. Barfield President with board members Mr. McFarland VP, Mr. Kling Treasurer, Mrs. Crouch Secretary - Mr. Smith Member at Large

**HLR** Property Owners in attendance included Karen and Nate Tribby, Chuck Crouch, Margret Shelburne, Tony and Judy Rossbach, Ronda Buesgens, Becky Hilgart.

HLRPOA guest Mr. Joe Bono meeting convened at 1:00 pm

**Pledge of Allegiance:** Led by Robert Wade Barfield.

## **Opening Remarks:**

Mr. Barfield again encouraged members to take advantage of the pre-posting of the agenda and read ahead materials as an opportunity to have their opinions on agenda items considered even if they can't attend meetings in person by submitting their comments via email.

He reminded members that all correspondence should be sent to the association's admin email address and from there it will be handled by the association's rules and procedures – the secretary forwards all correspondence to all directors. Since she will send it just as it is received with no editing that means you will not be anonymous – the directors will know which members are expressing which opinions. Among other things, that lets us see the difference between fifteen people expression similar opinions and one person with a lot of time on their hands sending fifteen emails.

We understand that some members may be reluctant to publicly express opinions that are counter to those of their neighbors. For that reason, our policy is that your correspondence is considered confidential and will not be shared outside of the board. We know there have been recent lapses in that regard but by necessity we can only rely on the integrity of our directors to protect your privacy by adhering to that policy.

## **Adopt the Agenda:**

Mr. Kling motioned to amend the agenda by including two motions for the review of the Road Maintenance Budget Transfer and 2021 Late Fees for assessment delinquencies. Mr. Barfield second both motions. With unanimous consent.



**Mr. Kling Treasurer:** Gave a read report and submitted an attached report.

### Tasks Closed

- A. Submit a list of association sets to the President.
- B. The new signature card completed.
- C. Conduct a Reserve Study and submit a 2022 annual budget input if appropriate
- D. Research costs and process of foreclosure and present a recommendation to the board.
- E. Submit treasurer procedures to the Governing Documents Committee for review and consolidation.

### Actions:

Developing processes for treasurer functions (Budget, Assessments, Invoices/Payments, Reports, Calendar).

**Future Events:** Budget submissions due 15 October 2021. Submissions can be made by board officers, committees, and association member. Last year's budget inputs are available upon request. The treasurer can advise, prepare, assist coordinate, etc. budget-item submissions. Budget-item submissions received after the due date will be addressed in the 2023 annual budget.

**ARC Report:** Mr. Barfield In light of two recent ARR addressing the temporary placement of shipping containers the committee discussed whether there should be a time limit placed on "temporary" with presence beyond that time necessitating a request for extension. CCR establish twelve months as the limit for occupancy of temporary living quarters but do not address a time limit for other temporary structures. The committee recommends applying the twelve-month limit to any structure described as temporary. The committee also notes a new ARR would be required for containers approved as temporary subsequently put to some other permanent use.

One property owner and one potential property owner have inquired as to the use of RV as temporary living quarters under the provisions of CCR 10.4 and 10.12 while developing their homestead. The main question being the procedure required for approval addressed in the CCR. A concern is avoiding a repeat of the situation that developed where a member was renting her RV out as an Air B&B so it was more-or-less continuously occupied. The committee has taken the topic up for consideration but not yet prepared any recommendations.

**Road Committee:** Liaison Mr. Kling gave a read report and attached report. Routine grading: No change. Next grading is expected the first week of October. We will update this information as needed. The current available budgeted funds for road maintenance are: \$14,700 for road grading; \$574.52 for road repair; and \$841 for damage prevention. The committee is seeking a transfer of budgeted funds from road grading to road repair. \$244.03 was spent on large rock to restore the destroyed berm on Old Adobe Lane immediately west of the windmill. Committee Actions: The committee did not meet since the last report but did coordinate repair activities by phone, text, and email. The committee has also phone-text-email coordinated inputs for board consideration.



**Approve Meeting Minutes:** Presented by Mrs. Crouch a motion to approve Aug 28, 2021, minutes Mr. Barfield 2nd all in favor. Will be posted on our official HLR webpage at [www.hlrpoa.com](http://www.hlrpoa.com).

**Mr. Barfield** chairperson of the Architectural Review motion to accept Lot #58 (outdoor Kitchen Wall and Front Courtyard Wall) as submitted by Mr. Stanford. Mr. Kling 2nd and passed unanimous consent.

Lot # 70 (for the location of a well without associated pumphouse or infrastructure.) submitted by Tommie S. and Becky H. Mr. McFarland 2<sup>nd</sup> four consented.

Lot # 141 (ISO Shipping containers and Portable, stock fencing around the container site) submitted by Debra McFarland Mr. Kling 2<sup>nd</sup> four consented.

**Mr. Barfield** proposed a defer on the Association Insurance Renewal to the September agenda Mr. McFarland 2<sup>nd</sup> unanimous consent. We are in violation in our by-laws. Our By-laws said we need liability and hazard insurance, and we are not doing it with that said the Windmill and all fencing area are not insured. We are self-insured which our by-laws do not allow. We will need to address this issue to see how our by-laws will allow us to handle this. Mr. Barfield motion to put this on the Sept agenda. Mr. McFarland 2<sup>nd</sup> unanimous consent

**Mr. Barfield** motioned to the Renewal of the Attorney Subscription Service. Mr. Barfield wanted to make clear that we do not have a retainer with a lawyer this is a \$50.00 a month fee. He does not have the qualifications to answer this without our by-laws. Mr. McFarland 2<sup>nd</sup>. Mr. McFarland motioned amended this motion for further research, he oppose the motion to subscribe to GHS. Cheaper services are available that deliver the same information. We have not been getting researched responses, only "off the cuff" remarks that could not be relied upon in a legal context and no attorney client privilege has been established. The attorney at hand has not even been reviewing our file before responding to our inquiries. The attorney, per Mr. Barfield's previous statements, does not even maintain a file of POA documents. One director has identified an option available through another firm that delivers the same quality of opinion and may do so at no charge to the POA. Further research and discussion is required.

Mr. Smith 2<sup>nd</sup>.

**Mr. Barfield** presented an agenda item for the Association Property Inventory Mr. Kling 2<sup>nd</sup> Mr. McFarland amended and did a with drawl. Mrs. Shelburne brought to the board attention stamps was omitted, Mr. Kling brought up how do we handle this with addressing the inventory. Mr. Barfield made said the Inventory is incomplete, or do we accept the inventory as complete and motion to vote, motion failed

**Mrs. Crouch** present a motion to present a file for mailbox research Mr. Kling 2<sup>nd</sup> directors needed more information motion failed and was deferred by Mr. Barfield to the September meeting Mr. McFarland 2<sup>nd</sup> with unanimous consent.

**Mrs. Crouch** present a motion on dropping a second real estate fee of \$75.00 for PO buying multiple lots and present it to the Governing Documents Committee to see if we will comply of our by-laws. Mr. Barfield 2<sup>nd</sup> Motion was deferred one month for further research Mr. Smith 2<sup>nd</sup> with unanimous consent.

**Mrs. Crouch** present a motion to set the real-estate fees to \$75.00 Mr. McFarland 2<sup>nd</sup> four in favor Mr. Smith Abstained.

**Mr. Kling Treasurer** proposed the Removal of all traffic barriers on High Lonesome Road on the HLRPOA common area. Mrs. Crouch 2<sup>nd</sup> Mr. McFarland amended that the HRLRPOA resolves not to block the access entrance. Mrs. Crouch 2<sup>nd</sup> 3 in favor Mr. Kling and Mr. Barfield against.

**Mr. Kling Treasurer** added agenda item, for Road Maintenance Budget Transfer because of the HLRI roads are in disrepair due to rain damage on the 23 August 2021 with the insufficient road repair budge, this transfer will come from road grading to road repair. Mr. McFarland 2<sup>nd</sup> with unanimous consent

**Mr. Kling Treasurer:** added agenda item, for 2021 late fee for late assessment payments that will supply clarity and transparency of the late fee for the association. Mr. Barfield 2<sup>nd</sup> with unanimous consent



**Call to Membership remarks:** concerns, observations, etc., and issues needing the board's attention.

Mrs. Shelburne started the conversation with, "I would like to know who did the closing of the High Lonesome Road"? With participation from PO and Board members that included: Mr. Smith, Mrs. Hilgart, Mrs. Tribby, Mrs. Rossbach, Mr. & Mrs. Crouch, Mr. McFarland, Mr. Barfield, and Mr. Bono, our quest. In April, the board approved putting up a gate/fence to go with the barrier in place and assumed Mr. Bono put up himself. During the conversation, Mr. Bono said he was not the one who put the fence up. Mr. Kling commented he was the one who put up the barrier to help a friend (Mr. Bono). As a result of this action, it ended up with negative gossip and insulting words towards Mr. Bono and his family, which Mr. Bono confirmed. Mrs. Shelburne said the concerns from the Elfrida Fire Department if an emergency does happen, it can cause delays with this road closing, which can impact the outcome of an emergency. The discussion ended on a good note with the motion that passed earlier with the gate/fencing will stay down. Mr. Bono is capable of closing the road when his family is at the jail.

**Call to Board Members:** Presented by Mr. Barfield to provide a last opportunity to present an issue, concern, or item of information that warrants the attention of the board and/or membership.

**Mr. Barfield** brought to attention to board the HLRPOA by-laws state the Annual Meeting of the Members shall be held during the first quarter of each calendar year at the time and date to be announced. During different discussions for different reasons, this has been pushed back to the end of the 1st quarter. Mr. Barfield presented this as a discussion, not a concession to review all annual meetings and reports and set dates accordingly. The member election is done in February instead of March which drives the timeline for NEC. The last time this was brought up it was mentioned this will affect a board member's time served. Mrs. Tribby, mention when a special election is required the NEC has to shorten everything up to meet the deadline. This was a concern for several people. Mr. Barfield felt it is something to look at. Mr. Barfield asked if there was an objection to changing the schedules none was presented. Mr. Kling 2nd.

**Review of Meeting's Tasks:** Presented by Mr. McFarland to review tasks to ensure none were missed or recorded incorrectly and reinforce the expectations of specific people or groups. No corrections or additions offered.

**Review of Meeting's Motions:** Presented by Mr. Barfield to review board resolutions to ensure none were missed or recorded incorrectly and provide a last-chance opportunity to clarify if needed.

**Announce Future Events:** Presented by Mr. Barfield announce of the upcoming board and committee meetings.

- Sept 23, at 1 pm at the Gleeson Jail
- Oct 20, at 1 pm at Tombstone, Schieffelin Hall
- Nov 15, at 1pm at Tombstone, Schieffelin Hall
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**Closing Comments:** Mr. Barfield presented brief comments.

**Adjourn:** The meeting adjourned at 3:30 PM.

**Board Officer Reports & Agenda Attachments:** Treasurer's Report, Reserves Report, Budget Report, Road Committee, ARC report, Approved Motions, Taskings,

**Minutes by,** Barbara Crouch Board Secretary for Aug 28, 2021



# Treasurer's Report

as of Sunday, August 29, 2021

## ASSETS

Vantage West		As of 21-Aug	Charges	Savings	Other	Total
		\$34,657.42		\$20,010.81	\$0.00	\$54,668.23
LEVIED AMOUNT		(\$24,480.00)	(\$600.00)	(\$983.75)	\$0.00	(\$25,178.33)
COLLECTED AMOUNT		\$2291.00	\$600.00	\$737.50	\$11.16	\$23,600.96
January		\$8,100.00	\$750.00		\$1.00	\$8,176.63
February		\$4,000.00	\$150.00	\$600.00	\$1.00	\$5,108.72
March		\$4,000.00			\$2.00	\$4,682.13
April		\$810.00	\$750.00		\$1.00	\$886.35
May					\$1.00	\$1.41
June		\$2,100.00	\$750.00		\$1.00	\$2,319.43
July		\$2,100.00	\$150.00	\$660.00	\$1.00	\$2,351.29
August			\$750.00			\$75.00
September						
October						
November						
December						
COLLECTED PERCENT		93.6%	100.0%	68.3%	na	93.7%
BALANCE DUE		(\$1,563.95)	\$0.00	(\$24.50)	\$11.16	(\$1,577.37)
Assessment Status			Lot Count	(Cumulative)	Lot Percentage	(Cumulative)
Paid in Full			127	127	93.4%	93.4%
1st Half Delinquent			5	132	3.7%	97.1%
2nd Half Delinquent			4	136	2.9%	100.0%
Totals:		\$27,370.00	\$7,447.84	\$7,447.84	\$0	\$19,922.16
Administrative		\$1,200.00	\$585.20	\$585.20	\$0.00	\$644.65
County Recorder Fees		\$150.00				\$150.00
Financial Review		\$100.00	\$100.00	\$100.00		
Mailings		\$550.00	\$270.40	\$270.40		\$270.52
Meetings		\$200.00				\$200.00
PO Box		\$800.00	\$640.00	\$640.00		\$16.00
Website		\$150.00	\$140.00	\$140.00		\$8.13
Common Assessments		\$22,900.00	\$6,500.00	\$6,500.00	\$0.00	\$16,375.01
Damage Prevention		\$2,000.00	\$1,450.00	\$1,450.00		\$841.00
Road Grading		\$17,500.00	\$2,000.00	\$2,000.00		\$14,700.00
Road Repair		\$3,000.00	\$2,000.00	\$2,000.00		\$574.52
Signs		\$150.00	\$140.00	\$140.00		\$9.49
Windmill		\$250.00				\$250.00
Services		\$2,000.00	\$270.00	\$270.00	\$0.00	\$2,672.50
Insurance		\$1,000.00				\$1,850.00
Legal Fees		\$1,000.00	\$270.00	\$270.00		\$822.50
Taxes		\$290.00	\$600.00	\$600.00	\$0.00	\$230.00
AZ Corp Commission		\$100.00	\$100.00	\$100.00		
AZ Income Tax		\$500.00	\$500.00	\$500.00		
County Taxes		\$300.00				\$30.00
Tax Prep		\$200.00				\$200.00

## OUTFLOW

## SCHEDULE

Calendar Entry (15 days past to 45 days future)	Date(s)
Annual Assessment 2nd-Half Payment Delinquent	29 Aug 2021
Treasurer Report Publish Monthly Report	1 - 9 Sep 2021
Annual Assessment Mail Out 2nd-Half Delinquent Notices	8 -18 Sep 2021
Budget Solicit Budget Requests	28 May - 2 Oct 2021
TreasurerReport Publish Monthly Report	1 - 9 Oct 2021

# COMMENTS

## Financial Decisions:

1. At the July 2021 Board Meeting, no changes were made in the current budget.
2. An expenditure originally categorized as road repair was corrected and categorized as road damage prevention.
3. A late fee was reversed (under approved procedures, late fees are imposed upon account delinquency but are subsequently reversed / cancelled / retracted if the account is satisfied within the first quarter (91 days) after delinquency date).

## Treasurer Tasks Update:

### 1. Tasks Closed:

- a. Submit a list of association assets to the President.

### 1. Tasks Open:

- a. New Bank Signatories (20-Mar-21): Treasurer and President completed. Vice-President pending.
- b. Conduct a Reserve Study and submit a 2022 annual budget input if appropriate.
- c. Research costs and process of foreclosure and present a recommendation to the board.
- d. Submit treasurer procedures to the Governing Documents Committee for review and consolidation.

**Actions:** Developing processes for treasurer functions (Budget, Assessments, Invoices/Payments, Reports, Calendar).

**Future Events:** Budget submissions due 15 October 2021. Submissions can be made by board officers, committees, and association members. Last year's budget inputs are available upon request. The treasurer can advise, prepare, assist, coordinate, etc. budget-item submissions. Budget-item submissions received after the due date will be addressed in the 2023 annual budget.

## Other:

Property Owners Association  
**CY 2021 Budget**

**High Lonesome Ranch Estates**

**Administrative**

Administrative Total is \$980.00

County Recording Fees - Liens and Governing Documents	\$150.00
Printing and Postal Expenses	\$400.00
Meeting Venue Rental	\$200.00
Post Office Box	\$80.00
Website License	\$150.00

**Common Areas**

Common Areas Total is \$17,750.00

Road Grading	\$17,500.00
Windmill	\$250.00

**Services**

Services Total is \$2,950.00

Insurance	\$1,850.00
Legal Retainer	\$600.00
Additional Legal Services	\$500.00

**Taxes**

Taxes Total is \$290.00

Arizona Corporation Registration	\$10.00
State Income Taxes	\$50.00
County Property Taxes	\$30.00
Tax Preparation Costs	\$200.00

**Total is \$21,970.00**



High Lonesome Ranch Estates Property Owners Association

## Reserve Fund Recommendation

### 2022 Annual Budget Input Strategy

Existing reserve fund is:

- Set at \$20,000.00
  - Designed to cover a percentage of total roadway repair/replacement (using cost of road construction)
  - Not adjusted to address inflation
  
  - Recommendation:
    - Treasurers build a budget item input for the reserve fund and submit it for the 2022 annual budget
    - Build reserve fund budget item input to cover repair, replacement, removal, and/or disposition of association assets
    - Include all association assets, not just roads and easements
      - Windmill, entry gate, and other assets as acquired
      - If assets are insured, then use deductible amount
    - Task committees/members to provide cost estimates for the repair/replacement/removal/disposition of association assets to the treasurer no later than 20 September 2021
      - Task the Road Committee to provide a cost estimate for roadway and easement repair after catastrophic damage
      - Task the Windmill Committee to provide a cost estimate for repair/replacement/removal/disposition or the insurance deductible amount for the windmill
      - Task the Treasurer to determine a cost estimate for repair/replacement/removal/disposition or the insurance deductible amount for the subdivision entry gate
    - Set reserve amount to cover largest single expense
      - Roadways and easements (costs to be provided by the Road Committee)
      - Assumes all expenses will not occur simultaneously
    - Establish sequence/priority of funds sourcing
      - Use budgeted funds first
      - Use budget transfers as available second
      - Use reserve funds as available third
      - Use special assessment as necessary last
    - Address reserves fund each year in budget deliberations
- Increase reserve fund each year for inflation, if needed Restore reserve funds if diminished by use



# Road Committee Report

**Aug 28,2021**

## 1. Road Maintenance:

a. Routine Grading: No change. Next grading is expected the first week of October. We will update this information as needed.

## b. Road Repair:

- i. The 2021 monsoon season has been severe so far. The rainfall recorded at weather underground station KAZELFR17 (located near the center of the subdivision) has totaled 10.58 inches for the first 74 days of the 107-day monsoon season. Other locations have had heavier (and lighter) rains, but roads in all locations have suffered more water-erosion damage this year than they have in the previous few years combined. There have been four rainstorms so far, and it is likely there will be one or more additional rainstorms in the remainder of this season.
- ii. Repairs were made in many areas after each storm by volunteer efforts by several association members. The contract grader service was not scheduled until the weather forecast showed several consecutive days of diminished rain potential. The contract grader service was scheduled and performed repair services on 16 July 2021 for \$700 and on 20 August 2021 for \$1,540. Additional rainstorm-related damage occurred on 23 August 2021 (this storm wasn't forecasted).
- iii. The current available budgeted funds for road maintenance are: \$14,700 for road grading; \$574.52 for road repair; and \$841 for damage prevention. The committee is seeking a transfer of budgeted funds from road grading to road repair.

## c. Road-Issue Prevention:

- i. \$244.03 was spent on large rock to restore the destroyed berm on Old Adobe Lane immediately west of the windmill. No future damage-prevention measures or tests are currently scheduled, though the GeoCell test is pending.
- ii. The results of earlier tests so far indicate:
  1. Contouring diminishes water-erosion damage – erosion occurs, but the resulting ruts are smaller and shallower than in locations that were not contoured.
  2. Berms are effective until overwhelmed, i.e., erosion is controlled effectively unless and until the berm is destroyed or severely compromised by the flow of the wash. It appears that more robust berms fare better but are not a guarantee. For example, the berm constructed on Old Adobe Lane immediately west of the windmill withstood many years of monsoons but yielded this year.

2. Conditions of HLR Roads: Marginal. Most subdivision roads are passable by most vehicles and all roads are passable by robust vehicles (four-wheel drive and high clearance), however many locations are compromised, and additional rainstorms can change them to an impassable condition. In more than one location, the volume of water flow has changed the course of the wash from crossing the roadway, to running in the roadway (the road is now the wash), thereby making both repair and damage prevention more challenging and more expensive.

3. Committee Actions: The committee did not meet since the last report but did coordinate repair activities by phone, text, and email. The committee has also phone-text-email coordinated inputs for board consideration.

## 4. Owner Advisories:

**HIGH LONESOME RANCH ESTATES  
PO BOX 215  
ELFRIDA, AZ 85610**

28 August 2021

SUBJECT: Architectural Review Committee Report – August 2021

Since our last report the committee has received three architectural review requests:

Lot 58 – Stanford: ARR for the two adobe walls (2' tall and 8' tall) adjacent to the main residence. The committee's recommendation for approval is submitted as an agenda item for the 28 August 2021 meeting of the board of directors.

Lot 141 – Renegade Land & Cattle, LLC (McFarland): ARR for the temporary placement of two shipping containers for storage of building materials and placement of stock panels surrounding the containers. The committee's recommendation for approval is submitted as an agenda item for the 28 August 2021 meeting of the board of directors.

Lot 70 – Smith/Hilgart: ARR for the location of a well without associated pumphouse or infrastructure. The committee's recommendation for approval is submitted as an agenda item for the 28 August 2021 meeting of the board of directors.

In light of two recent ARR addressing the temporary placement of shipping containers the committee discussed whether there should be a time limit placed on “temporary” with presence beyond that time necessitating a request for extension. CCR establish twelve months as the limit for occupancy of temporary living quarters but do not address a time limit for other temporary structures. The committee recommends applying the twelve-month limit to any structure described as temporary. The committee also notes a new ARR would be required for containers approved as temporary subsequently put to some other permanent use.

One property owner and one potential property owner have inquired as to the use of RV as temporary living quarters under the provisions of CCR 10.4 and 10.12 while developing their homestead. The main question being the procedure required for approval addressed in the CCR. A concern is avoiding a repeat of the situation that developed where a member was renting her RV out as an Air B&B so it was more-or-less continuously occupied. The committee has taken the topic up for consideration but not yet prepared any recommendations.

For the Committee

RW Barfield  
Committee Chair



# Approved Motions



## Board Meeting

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Aug 28, 2021

1. The following Architectural reviews approved:
  - Lot 58 for two adobe walls next to the main residence
  - Lot 70 location of a well without associated pumphouse or infrastructure
  - Lot 141 two shipping containers for storage of building materials and placement of stock panels surrounding the containers
2. To set the real-estate fees to \$75.00
3. Amended HLRPOA road Barrier on High Lonesome Road not to block the access entrance.
4. Road Maintenance Budget Transfer of \$3500.00 from the road grading to road repair.
5. 2021 Late fee of \$15.00 to imposed for late assessment payments to supply clarity and transparency of the late fee for the association.



# Taskings

Board Meeting on Aug 28, 2021



## **President**

Deferred motion: For the president to conduct further activities on Association Insurance Renewal, for the September meeting.

Deferred motion: Association Property Inventory, for September meeting

## **Secretary**

Present the mailbox research package to the Directors for approval at the September meeting.