

DECEMBER HOA BOARD MEETING MINUTES

Time: 6:30PM – 8:30PM

Date: Tuesday, December 9, 2014

Location: Ruby Ranch Lodge

1. Quorum (3) Board Members. Cristi Roberts (CR), President; David Mixon (DM), Vice President; Donna Bjornson (DB), Treasurer; Andrea Siebert (AS), Secretary; and Tim Dowling (TD), At Large.
2. Welcome and introduce visitors. Paul Czarnocki and Mark Rawlings.
3. Review and approved Meeting Minutes for previous month(s) and/or Special Meeting(s).
DB motioned to accept, CR 2nded, All were in favor.
4. Review of financial statements for the previous month(s).
Two CDs expire in January and will get transferred to proper account.
We are turning over all overdue balances to counsel to collect as we are not in the business of collections.
We will include any small hanging dues balances on the 2015 invoice as a separate line item to try to balance out our books.
AS motioned to accept, DM 2nded, All were in favor.
5. Ongoing Business
 - a. Ruby Ranch Roads.
Mark gave report of updated 10 year road plan for capital budgeting.
Mark gave report of the curb project and its completion.
DB gave report on the bridge and its formal inspection. The report came back with a good rating and there are a few improvements we can/should do to maintain its current state.
Approve the bridge and additional road repairs for \$6200...DM motioned to accept, AS 2nded, All were in favor!
CR to call Brandon at Ramming regarding complimentary crack sealing.
AS purchased blue hydrant reflectors and will get with Mark regarding installing them.
AS reported there are NO hydrants in the front section of Ruby Ranch as they are on wells.
CR and DB to work with the BFD as part of our safety plan to get hydrants tested.
 - b. Electronic voting.
Our system is set up and ready to go, the test went well. CR to pen letter to HOA and will email to the BOD for review explaining what we have and that we need one email address per owner. Once Scott is back we will mail and email the letter prior to mailing out invoices. We will run the letter past counsel to ensure our practice is proper.
We need to get our voting procedures and nomination process begun.
CR to post on nextdoor asking for nominations.
CR to find two non-RR vote counters for the annual meeting.
 - c. Front entrance.
 - a. Curbs – Mark reported curb project is completed.
Our entry flags need to be light by law to fly at night! We will add lighting with the upgrade in the spring.
CR will purchase new flags.
 - b. Landscaping – CR reported the landscaping project for the front entry will now be rebid to keep on task for spring.
It was suggested that after the front entry is complete we might want to continue our efforts at each of the gate areas to freshen our look.
 - d. Legal. Update and discussions.
Addressed with ACC report.
 - e. End of Year Procedures.
Addressed under section B electronic voting.
CR signed engagement letter with Montemayor Hill & Co agreed upon at November meeting.
 - f. Park bollards and cables.
Mark reported the bollard and cable project is completed. We need to purchase a lock for the gate. CR to purchase lock.

- g. Speeding cars and sheriff.
Two sheriff shifts netted 9 citations, including two repeat teen male offenders.
CR to set up with TD to go speak with the parents of one of those teens, that lives in Oak Forest, to try to reason with them. If they are unresponsive, RR will ban that vehicle from its community and should that vehicle be seen within Ruby Ranch it will be trespassing.
- h. Website.
Updated website is online but we have no new pictures.
CR to post on nextdoor asking for photographer, if no replies...CR to hire photographer.
We might wait until spring so pictures show fresh pretty things.
- i. Neighborhood Watch – Welcoming Committee
Nothing to report.
- j. Quarries.
CR reported Centex is ready to put out independent meters in the community.
Four spots to monitor were chosen.
CR to set up with Centex.

6. New Business

- A. Lodge signage and fence.
CR reported the sign is up.
We are addressing “why” the lodge has the second tier to their fence, might be for sound or for visual. If it is not necessary, we would like to see if it can come down.
- B. Ruby Ranch Historical Documentation on Access and Easements. DM.
DM gave full report on several issues within the community of which he has spent a great deal of time researching.
Access to easements is coming under review...Creekside well, Tejas property, Lodge, RRR between 1067 and 1117, RRR between 1397 and 1505.
CR and DM to set up meeting with Lodge.
- C. Board Member topics. Limited to 5 minutes each.
CR. BOD met with neighbor on 11/17/14 regarding private non-compliance issue and agreed based on counsel advice that variance can be issued to current owner only. The property will be listed as non-compliance so it will be flagged prior to sale.
CR. Holiday decorations are out at the entrance. Would like to see new items for next year, possible purchased on sale after the holidays this year.
CR and Mark cut a deer out of the fence at the water tank north of our property. We had to cut two fences. It was agreed to have DNZ make repairs.

7. Standing 2014 Committee. Updates.

- A. Executive Session prior meeting oral summary – Cristi Roberts
CR. Report given as part of ACC summary.
- B. Road Committee – Mark Rawlings (David Mixon, liaison)
Report given as first item of ongoing business.
- C. Gate Committee - Paul Czarnocki (David Mixon, liaison)
Report given by Paul moved up to the second item of the night.
Light at Labenski was replaced by Paul and John.
Monthly PM done 12/9.
North Bartlett gate was hit by an RV/trailer which tore off a piece...the pin was found in the grass. We salvaged a gear and switch off the old unit. Arctic to come back next week to align.
Will set up training still for all on committees.
DM to make key copies.
Paul to email DB gate controllers sold so we can update our log.
 - a. Phase 4&5 Paul Czarnocki, Thomas Doebner

b. Phase 7&8 Renee Mauzy, John Kimbrough

D. Landscaping Committee – Steve Selger (Donna Bjornson, liaison)

CR. Nothing to report yet, but we will begin rebidding the entry landscaping to get on schedule for spring install.

E. Wildlife Committee – Tim Dowling (Tim Dowling, liaison)

TD. Got on the waiting list for Hays county hog traps. Will see how they work and how we need to address hogs as a community. Will hold a meeting before the Annual meeting.

F. Architectural Control Committee – Kevin Ritchie (David Mixon, liaison)

Items addressed as Executive Session, though no guests were in attendance at this point in our meeting.

ACC had drive around 12/3/14.

Several violations noted, KR to send out letters.

8. Guest topics. Limited to 5 minutes each.

Mark mentioned (during the road report) that our water service does NOT show up on any surveys or dig tests. CR asked him to put it to the BOD in writing for us to forward to the Water Board.

9. Executive Session. Discuss legal action and/or pending ACC violations.

a. Violation letters.

All communication is in the drop box for BOD and ACC to view.

b. Legal letters.

Letter from counsel to resident regarding non-compliance approved for posting.

10. Scheduling of next meeting and conclusion.

Next meeting is 1/13/15.

Annual meeting is set for 2/23/15 at 6:30PM at the Lodge.

Meeting adjourned at 9:30PM.

*The Ruby Ranch Home Owners Association's Board of Directors reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any matters of The Association.