

## FEBRUARY HOA BOARD MEETING MINUTES

Time: 6:30PM – 8:30PM

Date: Tuesday, February 10, 2015

Location: Ruby Ranch Lodge

1. Quorum (3) Board Members. Cristi Roberts (CR), President; David Mixon (DM), Vice President; Donna Bjornson (DB), Treasurer; and Tim Dowling (TD), At Large...present. Absent was Andrea Siebert, Secretary.
2. Welcome and introduce visitors. Scott Christians, Paul Czarnocki, Mark Rawlings, and Rebecca Guthrie.
3. Review and approved Meeting Minutes for previous month(s) and/or Special Meeting(s). Reviewed and accepted. DB motion to approve, DM 2nded, All were in favor.
4. Review of financial statements for the previous month(s).  
DB. Expenses were routine other than traffic (which is now considered routine) and legal. Income is \$71,750. Expenses is \$4,093. \$259,752 in the bank.  
The summary has been re-arranged to list expenses in order of highest value to lowest.  
DB. Dues collection is going well. Approximately 18% of collections are now automated (3.6% by credit card and 14% automated through online banking.) We expect that % to increase in the next couple of months.  
DB. CDs matured. DB to look for secondary investment vehicle which might offer better return.  
SC questioned when to assess interest charges. Bylaws state 30 days after due date. Due date is 1/31. It was agreed to send statements with assessed interest 3/31/15.  
Sending past due accounts to legal to begin collection process will be discussed at March meeting as well as how frequently we feel the need to send statements, monthly or quarterly.  
DM motion to approve financial statement, TD 2nded. All were in favor.
5. Ongoing Business
  - a. Electronic voting.  
SC reported 19 votes have come in electronically to date.  
CR noted the CPA was contacted to provide vote counters. Quoted rates are in line with what was paid in previous years. It is agreed that (2) will be appropriate. It will be requested for them to bring their own laptop. SC will have our community list ready for use and will set them up.  
It is agreed that CR will email the community to (1) register for quorum purposes (2) vote if desired (3) sign up on our new and improved website (even if you have in the past) and (4) pay your bill if you haven't to avoid interest charges! CR will send 4 separate emails daily as well as post on next door (and Scott will post on the site) so they will hopefully get read! CR to spell out the NEED for the quorum in lay person terms as we all feel that portion of the process is very confusing to most folks.
  - b. Front entrance. Spring landscaping project.

CR to begin RFP process again based on last years spec and asking for bidders opinions on upgrades. Potential bids to be discussed at March meeting for potential April install.

- c. End of Year Procedures...monthly to do.

CR to begin the monthly procedures list.

- d. Speeding cars and sheriff.

CR reported

1/27/15 6a-10a. 6 citations and 0 warnings.

2/6/15 3p-7p. 12 stops, 8 citations. All were for speeding.

TD questioned legality of pulling someone over without lights on prior. CR to question sheriff.

- e. Website.

SC reported all links are up and working.

It would be best for all members to re-sign up under the email link as it will help us match addresses to properties now.

TD mentioned Rex Ashley had sent two wildlife pictures we can use at \$60 each.

CR to contact photographer to begin Spring shoot to update the pics.

- f. Neighborhood Watch – Welcoming Committee

No report.

- g. Quarries.

CR and DM reported CR and DM met with members of the Hays Quarry on 2/2/15 as part of a regular initiative to continue relations. Quarry owner John Ramming was in attendance. The 1/15 blast was discussed fully. The quarry presented all data via outside contractor collected regarding air pressure and ground vibrations. That one blast seemed to be an anomaly. It was agreed the quarry has and will continue to work within all good practices for overpressure.

Both quarries submit their blast dates so we can forewarn our residents.

- h. Life safety plan. Donna & Cristi and BFD.

CR and DB reported CR and DB met with Eric Harr of the Buda Fire Department regarding life safety within Ruby Ranch. Highlights were...

In the case of flooding (like 10/31/13) to stay put as the water will recede within a reasonable amount of time. Flash floods are not in most situations considered a catastrophe. If life threatening, it needs to be described as such when phoning it in.

In the case of fire...we will work with surrounding properties to establish an evacuation plan. One suggestion is across the pipeline and into Centex Quarry. All plans will be established and fully presented to the community as soon as possible. Our community can begin to work with firewise.org to become a model community.

As board discussion, it was agreed for the ACC to list undeveloped lots to begin working with owners to clear dead wood and mow quarterly/bi-yearly.

- i. Annual Meeting scheduled for February 23, 2015 at 6:30.  
Summary of 2014 and meeting flow discussed.

6. New Business

- A. 2015 survey. Continued discussion on survey which will be given to the community in March to see exactly what owners would like focused on.
  - a. Entrance gate
  - b. Cameras
  - c. Trash service
  - d. Garage sale, community wide...yearly or bi-yearly.
  - e. Xxx (Sidewalk and/or bridge)

B. Garage Sales.

Discussion had regarding recent garage sale, sharing of private gate codes, general displeasure by most owners. Board agreed to set policy disallowing garage sales.

Motion to establish a policy against individual garage sales made by DM, TD 2nded, CR agreed, DB abstained.

C. Road double striping.

Conversation was had on nextdoor site regarding double striping. DM had investigated this pricing in past years. It was questioned if the road is wide enough to do so. It was agreed to engage the current road contractor to answer the width question and provided width is proper, give pricing to double stripe Ruby Ranch Road in its entirety.

D. Intersection wide strip.

Owner Brian Bahr had emailed he cannot attend February or Annual meeting and would like to present item. Wide white stripe at stop sign. CR presented at meeting. All members agree this would be a safety enhancement. CR will engage the current road contractor to provide bid to do the main RR stop sign intersection as well as all RR intersections.

E. Board Member topics. Limited to 5 minutes each.

- a. CR -
  - i. Spring Fling. Need to establish date. CR to check community calendar and email BOD to get set prior to Annual Meet so it can be announced.
  - ii. It was discussed earlier in the meeting that the BOD does not pass policies or set procedures from board to board. CR will review past several year to establish a policies document.
- b. DM – none.
- c. DB – none.
- d. TD – none.

7. Standing 2014 Committee. Updates.

A. Executive Session prior meeting oral summary – Cristi Roberts

All discussion in executive session for January was ACC and legal related.

B. Road Committee – Mark Rawlings (David Mixon, liaison)

MR reported...

Contract for the road sealing for 2015 as per our capital expenditure budget is ready for signature. CR to sign and submit. Work will begin after the Quarry provided road sealing and is weather contingent. Most likely April. Full information to be provided to affected owners in advance. Signage needs to be created.

Light at Labenski gate which continually gets vandalized has been cut off and capped at the J Box. Flag pole lights are up.

Scott Follett (who just renovated his fence) suggested he would be happy to work on the front entrance fence (he had suggested this the year before last.) MR to check posts to be certain they are viable for re-use. Provided they are good it is agreed to purchase metal posts at +/- \$50 each to re-set the existing posts. If they are not viable, the fence replacement will become part of the front entry landscape scope

C. Gate Committee - Paul Czarnocki (David Mixon, liaison)

a. Phase 4&5 Paul Czarnocki, Thomas Doebner

b. Phase 7&8 Renee Mauzy, John Kimbrough

PC reported...

The gate which was run into at Barnett was repairable. He took care of it himself.

Bids were gathered for information purposes for the creation of a new front entrance gate. Issue is that it stipulates 100' of road need. TXDOT suggests 500' of road need.

Discussion was had by all regarding gate codes in light of the recent public posting of codes. It was determined to set a future date (March) and cancel all existing codes and reissue new codes to all gated residents. Information will be distributed to owners through the website and nextdoor. This shouldn't offer too much of an inconvenience as most owners use remotes. This will take extreme patience and time for gate master, and additional expenses will be incurred and billed to the gates proportionately.

Motion made to cancel all existing codes and reissue by TD, 2nded DB, all were in favor.

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

CR reported that the HOA will begin the RFP process initiated two years ago to renovate the front entrance landscape.

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

TD reported that the county provided hog trap should be available soon. They will determine where the most need is for use.

F. Architectural Control Committee – Kevin Ritchie (David Mixon, liaison)  
DM to report in ES to protect owners.

8. Guest topics. Limited to 5 minutes each. (Guests were given the opportunity to discuss their topic after the acceptance of the financial statement. Reporting is in order of the written agenda.)
- a. Rebecca Guthrie requested sidewalks be installed along Ruby Ranch Road. It was determined by the board to include this in the upcoming survey. It was requested that MR provide “an educated guesstimate” as to the cost of this project. It was also noted that a footbridge across Onion Creek will be necessary. It might be determined that a foot bridge alone would be useful to the community and will be added to the survey as a separate question.
  - b. Brian Bahr (via email) suggested road striping as discussed as 6C and 6D.

9. Executive Session.

- a. Legal. Update and discussion.
  - i. Vandalism...we have had 30 days without major event!
  - ii. Homeowner on Montgomery discussed.
  - iii. Homeowner on W Bartlett discussed.
- b. ACC violations. Update and discussion.

Drive around occurred 2/8/14 by DM, DB, and CR. KR was out of town.  
Detailed report of community was discussed and shared.

  - i. Violation letters. – KR to create and update dropbox.
  - ii. Legal letters. – discussed current letter and will hold for reuse.
  - iii. Labenski lights – fixed by MR.

10. Scheduling of next meeting and conclusion.

- a. Annual meeting is February 23, 2015
- b. March BOD meeting set for 3/10/15.
- c. Conclusion 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.