

Westwood Ranch - Road Maintenance Co-op

Meeting Minutes

Board Meeting: With Co-op Lot Owners in attendance

Saturday July 1, 2023 - 1 pm Location: Lot 23: on 9 Shooter

- Introduction to current Board members: Deonna Barraclough & Lori Kavanagh
- Notice of meeting sent on a postcard to all existing Co-op Lot Owners
- Call to order 1:15 pm

Chairman's Briefing – an overview:

- Westwood Ranch has 1206 lots, & 1050 owners*
- Lot#s 1-545 are WWR Co-op lots (620 lots, 532 owners)
- Lot#s > than #545 are WWROA lots (586 lots, 518 owners)
- A WWR Color Coded Ranch Map was handed out with the meeting agenda.
- Approximately 17% (100 lots) of the WWR Co-op are contributors. The owners of the remaining 83% (432 lots) do not contribute to the Co-op road maintenance. They drive on our roads & WWROA roads for free.
- The WWROA dues are \$285 / year. In 2023 they were charged \$4000 a day for a grader & small dozer. Averaging about 3 miles / day. They plan to spend \$117,000 on roadwork this year!
- The WWR Co-op dues are still \$120 / year. In 2022, the Co-op hired a contractor @ ~ \$160 / hour. Accomplishing about 3 miles / day. A Co-op volunteer provided free backhoe support to the road maintenance effort. The 2023 post monsoon rate has not been established.
- The Co-op has only been able to afford the main artery roads due to lack of contributions. The Board has also offered to help in contacting owners to get a particular road fixed. The Co-op can then maintain the fixed road, with adequate contributions from those owners, depending upon road conditions. At 2023 costs, it will

take approx. 6 - 7 owner contributions per mile to pay for maintenance. As of 2023, most Co-op roads need fixing before they can be maintained.

Treasurer's Report:

- Annual dues have been \$120 / year since the Co-op's inception in 2000.
- Current 2023 account ledger Balance is ~\$53,000.
 - Special note: It took 6 years to accumulate this amount, due to lack of a contractor.
 - In previous years: In 2020 only 17 members contributed, and 100 members in 2022 contributed. This results in an annual road maintenance budget of ~\$8,000 - \$10,000. That amount equates to ~6.5 miles of road grading out of ~100 miles of Co-op roads.
- Current & planned expenses (~\$2,200 in yearly expenses & \$3,500 for reserves):
 - AZ Corporation renewal \$10
 - Taxes \$50
 - H&R Block @ \$170
 - GoDaddy website @ \$200 (Deonna is researching an alternate hosting company)
 - PO Box renewal @ \$250
 - Insurance @ \$1,092
 - Post card Mailings @ \$406
 - Road grading @ \$1,200 WWROA new contractor accidentally graded part of Ranch Rd starting at MM14, a Co-op maintained road. We got ~3 miles of roadwork, at a discount.
- What remains for 2023 post monsoon roadwork.
 - ~\$47,300 available (# of miles graded in 2023 to be determined)
 - We do not have a 2023 contractor rate yet, but don't expect it will be too much different than in 2022.

New Business:

- **†3 new Board members were voted into office: The 2023 Board members are:**
 - Branden Husky[†] Lot 202 (623) 210-4758 b_husky@outlook.com
 - Chris Vargas[†] Lot 51 (714) 392-5395 sanofan.chris@gmail.com
 - Jerry Brown[†] Lot 103a (480) 318-7065 azdeals@hotmail.com
 - Deonna Barraclough Lot 540a (623) 340- 1330 deonnabv@gmail.com
 - Lori Kavanaugh Lot 23 (619) 838-7509 lorikavanagh77@gmail.com
- Positions on the board and term of office will be determined in Executive Session
 - The Positions: Chairperson, Treasurer, Secretary, Roadwork Coordinator & Contractor Interface, Director at Large
 - To avoid a possible 100% Board turnover every year, and specifically to assure continuity of LLC business knowledge and procedures a staggered term of office is recommended.
 - 1 director @ 1 year, 2 @ 2 years, 2 @ 3 years. Terms after Bylaw vote / change

Operating Budget for 2023:

- Contribution remains unchanged for 2023 at \$120 / year.
- Per a unanimous vote from attendees and the Board, the 2024 annual contribution rate will be \$200 / year.
- Special note: 100 members in 2022 & 18 members present at meeting a membership quorum of 10% was present, which meets the recommended ARS regulatory standard.

Contributors to Vote on Bylaw Changes: We would like to make some Bylaw changes that are appropriate to reflect the times. Examples include:

- Formalizing the staggered terms of office strategy (mentioned above)
- We requested from this voting group email addresses to participate in voting for Bylaw change online, to prevent costly mailings.

Roads planned to be graded in 2023 (post monsoon):

- The Co-op has always done roadwork in the post monsoon time. We've always piggybacked with the WWROA for their contractor, except one year in 11 years. What happened? People drove on the graded roads when wet, damaging the roads & leaving ruts. We could not afford to do the roadwork twice to fix the damage.
- Final roads to be graded will be decided at the end of July, when the contributions are due by.
- We will do the main artery roads, including Ranch Rd from MM14 & going north. The remainder of roads will be determined by the Contribution Density Map.
- **If your road is in terrible shape, it will need moderate to extensive work to get it into a state that can be maintained by a grader. In a lot of cases roads will require a grader & a dozer to rebuild the road, and possibly a backhoe to clear culverts. Estimated cost: Grader @ \$1,500+ / day, Dozer @ \$1,500 day & a Backhoe @ \$1,500 / day. Averaging 3 miles a day, or less on very rocky sections.**

Open Forum: 3-minute limit on questions or statements:

- **The open forum was well received by the membership and numerous statements and questions were addressed.**

Motion to adjourn. Approved 2:30 pm