

Nine Mile Ranch Home Owners Association

Special Board Meeting Minutes

9-29-13 1pm

PRESENT: Dan Vanover, Don Coffman, Jess Wright, Linda Ritter, Bob Dickson

Guests: Eldon Hunt, Ken Burch

A special Board meeting was called to order at President Jess Wright's residence at 1pm for the purpose of discussing a plan for the long term future of our road system on Nine Mile Ranch. The members discussed a multi-year project that would require membership approval of a special assessment.

Additional discussion generated ideas and/or policies to protect our roads and control costs. The costs of such a major undertaking were presented and attached here in.

Discussion followed and the question was asked whether or not this project is cost effective and the consensus was, 'no.' Our roads are twenty-years-old and our road system never got sub-base and a 6-8" base of gravel in the beginning. Suggestions of starting a project in assigned areas first, starting with the heaviest and most needy traveled roads were given. More discussion to take place on this at a later date. Comments were made that the total price for the project was unaffordable for many of the property owners. This project was tabled until further investigation has taken place. It was agreed that the present road program is doing an excellent job.

**WEED CONTROL:**

Every other year Sahara is sprayed from edge to ditch edge. This summer some encroachment took place because of the dampness. The last written documentation on how to treat our ditches was in 2005 referring back to the Policy set in 2001: "Ditches." Leave grass in them for erosion reduction. The Broadleaf spray is used each summer as required.

Sahara will not kill growing weeds, it kills seeds in the soil. Perhaps mix Round Up in the Sahara? Fall is the best time to do this. The generic for Round Up can be found at Big R in Omak.

It was the consensus that there be short grass not tall grass at the sides of the roadway. Suggestions were made in finding a mechanical device to keep the grass mowed down. Liability came up as to who uses the mechanical device, such as a volunteer? We have to be careful not to have the metal blades with our fire hazard areas. Who will maintain this device? What would be the mowing cost and price per hour to run it? This portion was tabled. Jess was tasked to writing a draft weed policy for Board of Directors discussion and approval.

Special Board of Directors Meeting Minutes (continued)

9/29/13

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**Weed Control (Continued)**

Trespassing on other people's property without permission in pulling noxious weeds may not be permitted by other land owners. If the property owner sees noxious weeds, they are to contact the Okanogan County and they in turn will notify the property owner to make arrangements to take care of the noxious weeds. Protocol must be followed here for liability purposes.

**OWNER CAUSED ROAD DAMAGE:**

Discussion on whether or not to charge the property owner that has had contractor or personal damage done to NMR road system. Suggestions were made such as having the property owner pay an application fee while doing work and refundable on completion of an unharmed road system. The matter is tabled until further investigation can be done.

**OLD TRESSLE ROAD:**

Severe damage to the road system and C. Thompson's land area from the heavy rains and no grass cover to stop erosion. Required repairs are in process.

**SHOWALTER LETTER RECEIVED:**

Discussion regarding our road systems as being a fire break by Lloyd. NMR roads are NOT fire breaks as stated in the 2001 Minutes. Dan Vanover to write a letter to Showalter.

Meeting adjourned 3:35pm

Respectfully submitted,

Linda Ritter, Secretary

## Agenda

Special meeting Nine Mile Ranch HOA  
Board of Directors  
September 29, 2013 13:00 hrs  
139 Blue Grouse Rd.

Note: The purpose of this meeting is to discuss the various issues effecting our roads. This may result in project assignments and/ or motions on specific matters. The main purpose is to generate ideas and/or policies to protect our roads and control costs.

1. Road future plan and related costs.
2. Weed control and policy
3. Owner caused road damage.  
Charge for repair?
4. Old Trestle Rd. Status and plan
5. Showalter letter Comments and action plan.



# Nine Mile Ranch Home Owners Association

## Consent Agenda

2012-2013

5.5.12 **A motion** was made by Jess to accept the Consent Agenda for 2011/2012. Second by Dan Vanover. Carried.

May 21, 2012.... **Motion** by Gary McNulty to accept the Minutes of May 5, 2012 Business Meeting at the Sr. Center. Second by Carol. Carried.

March 31, 2012.....

The relevant portion of RCW 64.38.045 reads as follows:  
(3) At least annually, the association shall prepare, or cause to be prepared, a financial statement of the association. The financial statements of associations with annual assessments of fifty thousand dollars or more shall be audited at least annually by an independent certified public accountant, but the audit may be waived if sixty-seven percent of the votes cast by owners, in person or by proxy, at a meeting of the association at which a quorum is present, vote each year to waive the audit.

Our annual assessment for FY2011 at \$160.00 per lot were \$47,200. The new assessment of \$175.00 per lot would bring our total to \$51,625 which would trigger the annual audit requirement by a certified public accountant. If this provision is triggered, we will need to transfer all accounting functions to an accountant as I am not qualified nor will I accept the responsibility or liability for insuring that all funds are reported in a method acceptable to the state. I can state with complete confidence that NO money has been misappropriated and all money has been spent in accordance with our published budget. experience tells me that this is probably not adequate for a full audit. I would guess that this service would cost us \$5000 - \$8000 per year which would make the proposed increase counter productive. It would take 2-3 years with 10% increases before we would see any positive effect on our budget. In this economy I don't believe that the membership would sit still for increases every year for the next several years.

Dan Vanover's **Motion to the Board** is as follows of 3-31-12 from above:

Therefore, in light of the continued weak economy, and the additional costs that would be incurred as a result of exceeding the \$50,000 annual assessment amount, I move that we rescind the previously approved increase in the annual assessment and continue at the previous amount of \$160.00 per lot. Carried.

April 12, 2012 **Motion to the Board** by Carol Sanderson that the Nine Mile Ranch Association Board approve the Nine Mile Ranch HOA Policy 2012-1 Maintenance of Reserve Funds" as noted/presented hereto. Carried

## Nine Mile Ranch HOA Policy 2012-1 Maintenance of Reserve Funds

### Background

The covenants require that the Board of Directors (BOD) maintain an emergency reserve fund. See ARTICLE IV Section 4. This requirement does not set any guide lines for the fund so historically the BOD has used their best judgement. During the formative years the BOD elected to defer road maintenance and a small fund was accrued. By the winter of 2004-05 the fund had grown to about \$20,000 . During the summer of 2005 the membership voted to increase the annual assessment to \$160 per lot. This provided an additional \$17,000 per year to be used for roads and reserve funding. At that time the BOD agreed to set an unofficial goal of \$50,000 for the reserve fund. By 2008 that goal was achieved, and the reserve fund has not dropped below \$50,000 since that time. The extra funding has also allowed several small road improvement projects in addition to the regular road maintenance. A relatively large reserve fund is required due to the nature of our steep and narrow roads. A large 100 year type storm could cause extensive damage that would require immediate repair. Our covenants provide for emergency assessments, but this requires a member vote followed by the collection process (ARTICLE IV Section 6). Clearly immediate funds are required, and the assessment process could be used to restore the fund, if necessary. The present funding and road maintenance process has resulted in continued overall road improvement each year, and a stable reserve fund.

### POLICY 2012-1 Nine Mile Ranch HOA Reserve Fund

It shall be the policy of the Nine Mile Ranch BOD to maintain a reserve fund equal to or greater than that years annual budget. The reserve fund shall be held in a FDIC insured or equally safe account. The BOD may access the reserve fund at their discretion, by a simple majority, to meet emergency needs of the HOA. It is the duty of the BOD to maintain the integrity of the reserve fund and to maintain the desired funding level to the best of their ability.

**Nine Mile Ranch Home Owners Association  
Regular Meeting/Board of Directors  
Saturday, April 27, 2013  
2:00 PM**

**AGENDA**

- 1. Call to order and Introduction**
- 2. Treasurer's Report**
  - a. Balance Sheet**
  - b. Collections**
- 3. ACC Report**
- 4. Road Report**
- 5. Old Business**
- 6. New Business**
- 7. Announcements**
  - a. Annual meeting will be June 29, 2013 2pm/Senior Center**
- 8. Adjournment**



Subject: 2013 Business Meeting Minutes  
From: Linda Ritter (lindaritter46@msn.com)  
To: bluegrous@yahoo.com;  
Date: Tuesday, October 1, 2013 6:19 PM

**MINUTES OF BOARD MEETING  
NINE MILE RANCH HOME OWNER'S ASSOCIATION  
April 27, 2013**

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**DIRECTORS PRESENT:** Jess Wright, President; Don Coffman, V.P; Linda Ritter, Secretary

**DIRECTORS ABSENT:** Gary McNaulty, ACC; Dan Vanover, Treasurer

**ALSO ABSENT:** Don Dickson, ACC Member, Gary McNulty, ACC

**AUDIENCE PRESENT;** (8) members of the Nine Mile Ranch Home Owner's Association were present.

**RECORDED BY:** Linda Ritter, Secretary

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President, Jess Wright, called the meeting to order at 2:00 PM and welcomed all members and audience participants. The meeting was held at the Senior Center in Oroville, WA.

A quorum of Board members was present.

Jess Wright gave the introductory comments.

Jess presented the Consent Agenda for all board actions taken since the last formal meeting on April 24, 2012 with a **motion to approve**. Motion was seconded by Don Coffman and motion passed by unanimous vote.

**Treasurer Report:**

Jess Wright gave the Treasurer's report. Accounts Receivable was looking the best it has in years.

Jess stated that we had additional roadwork this year and spent more than normal due to our severe winter months but the finalized amount was within budget.

**Road Report:**

Eldon was congratulated by Jess and the Board for a job well done on the road system.

### **ACC Report:**

Linda shared that we have a new owner coming that will occupy Division 7; Lot 45. They are in process of obtaining acceptance in an 800 square foot tee-pee to live in while building their home. This tee-pee will be completely insulated. The owner is an Elder in the Sioux tribe.

### **Old Business:**

Tish & Jim suggested that we revisit a potluck each year for the annual meeting. Jess suggested that Tish and Jim take the project on.

Mallard Drive Signs were reminded of Don.

### **New Business:**

No new business.

### **Announcements:**

The annual meeting will be at the Senior Center this year on Saturday, June 29<sup>th</sup> at 2pm.

### **Adjournment**

The meeting was adjourned at 3:00 p.m.

Respectfully submitted,  
Linda Ritter, Secretary



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**Nine Mile Ranch Home Owner's Association  
Business Meeting  
May 5, 2012  
Senior Citizens Bldg.**

Meeting called to order by President Jess Wright.

**Board Members Present:**

Jess Wright  
Don Coffman  
Linda Ritter  
Dan Vanover  
Gary McNulty  
Bob Dickson, ACC Member present

**Quorum in place**

**Property owners present** were John Chapman, Pat & Helen Farley, Rod Ritter, Mr. & Mrs. Opel. Out of 298 property owners, six owners were present.

**Announcements:**

The June 30, 2012 Annual meeting of NMRHOA will take place at 3:30pm (Saturday) at the Senior Center.

The summer letter and 2013 Budget will be mailed out before the end of this month.

The Annual Meeting announcement will be enclosed with the summer letter and 2013 budget.

**Consent Agenda:**

A motion was made by Jess to accept the Consent Agenda for 2011/2012. Second by Dan Vanover. Carried.

**Treasurer Report:**

Dan stated the HOA is \$7,000 below budget with outstanding bills, we should break even.

We have \$76,870 in cash (\$50,000 of this cash is in a reserved fund)

We will have an increase of \$30 per year for our quick book charges on the web.

HOA has done very well this year with the budget achieved and would like to suggest that we readopt the same budget for next year, 2013.

Dan would like to create a Capital Expense fund for major projects. The ending balance of each year would go into this fund. Hopefully, around \$20,000 could go into this fund this year.

Our saving account monies are in a CD of \$50,000 as our reserve fund.

**Policy:**

We will insert a new policy into the website and thereafter any new policies will be administered into The website.



**NMRHOA Business Meeting**  
**May 5, 2012 Senior Center**  
**Page 2**

**ACC:**

Many applications have come through the mail for decks, fences, driveways, pads, all is well.

**ROAD REPORT:**

Don explained how the funds for Roads should be separated into another category. This would be for the Capital Improvements. Capital Improvements would be the long-term/permanent projects needed such as culverts and cleaning the ditches. This year we will concentrate on new culverts to allow road widening and reduce washouts.

A trail camera was temporarily installed to get an idea of the vehicles traveled on the major roads in 9-mile daily. This will allow for planning budget on gravel fill, etc. It was counted in a days' time, 15-22 vehicles daily came through the major gate on West Corral Drive. With nine permanent residents on Division 7 and Division 8, it was suggested 5/8" rock be used in the center of the road to provide for greater traffic.

**OLD BUSINESS:**

Jess mentioned the 'No Trespassing' signs that were approved last year have not been done as of yet. We need to get those completed and up on the gates prior to hunting seasons upcoming.

Jess and Don have expressed that if you do not lock the main entrance gates, **DON'T COMPLAIN!** Keep all gates closed during the hunting seasons. Close those gates! We have ten entrances and three gates. They are easements.

**NEW BUSINESS:**

None.

No other business. Meeting adjourned by President, Jess Wright.

Respectfully submitted,  
Linda Ritter, Secretary  
NMRHOA/ Board of Directors