

**TIERRA GRANDE ASSOCIATION, INC.  
FIVE (5) YEAR PLAN**

**07/2022 – 06/2027**

1. Demonstrate the value of Tierra Grande Improvement Association (TGIA) by providing excellent administrative support to members
  - a. Engage members:
    - i. solicit members to run for applicable Board positions (newsletter, email blast)
    - ii. encourage members to submit ideas to bring to the Board for consideration (newsletter, email blast)
    - iii. make it easy for members to attend Board meetings by:
      1. reminding them when monthly Board meetings will take place (email, web site, newsletter)
      2. set up virtual options for member participation in meetings by June 2023
    - iv. add Five-Year Goals for July 2017 – June 2022 to TG web site by December 31, 2022
    - v. add new Five-Year Goals for July 2022 – June 2027 to TG web site by December 31, 2022 and update as Goals are achieved, changed or added
    - vi. add historical newsletters to the TG web site by December 31, 2022 and update annually
    - vii. add past five years of Board minutes to the TG web site by December 31, 2022 and update annually
    - viii. add “search” option to the web site to make it easier for people to find documents by December 31, 2022
    - ix. make web site forms “fillable” by December 31, 2023
    - x. self-administer TGIA web site by May 31, 2027

2. Architectural Control Committee (ACC) Will Oversee Architectural Requests and Compliance
  - a. ACC will check the community for violations of the architectural guidelines so that every area has been reviewed every three (3) years by May 31<sup>st</sup> beginning in 2023.
3. Promote and Protect the Open Space Property
  - a. Open Space Steward will continue to identify and report any problems to TGIA, monitor and replace game cameras and coordinate with New Mexico Fish and Game, and the United States Forest Service, as necessary, to protect wildlife and environment
4. Internet Services
  - a. Complete evaluation and coordinate building an additional internet tower in Tierra Grande by July 2024
5. Fire Station Committee
  - a. Oversee and monitor building of fire station/community center to promptly address and resolve any issues, ensure proposed building estimate is not exceeded and to identify any cost saving prior to completion of construction by December 31, 2024
  - b. Evaluate interest members may have in the development of walking trails, community garden and other community related efforts prior to creating
  - c. Solicit volunteers to assist, as applicable, to serve as a fire volunteer or help support the community activities
6. Financial Viability
  - a. Solicit ideas from members to help identify and develop viable alternate sources of income via newsletter annually
  - b. Solicit, bid and select an auditor every three years beginning in 2024
  - c. Evaluate the need to raise assessments no less than every three years beginning in 2023
7. Maintain Tierra Grande Policies/Procedures
8. Develop a Consolidated Instruction Book of Office Procedures/Policies by December 31, 2023 and review for updates every 6 months

9. Review Update all Policies:

- a. Open Space Policy by January 31, 2025
- b. Off Highway Vehicle Policy for the Open Space by January 31, 2025
- c. Lien Policy for Properties with Structures by March 31, 2024
- d. Lien Policy – Vacant Lots by March 31, 2024
- e. Grants – annually in January
  - i. Power Line Extension
  - ii. Energy & Water Conservation
  - iii. Road Access Improvement
- f. Architectural Control by June 2023
  - i. Lien Policy
  - ii. Fees/Fines Policy
- g. Review current NM State HOA Act 497 and update current Best Practices/Guidance within 30 days of identification of necessary changes
- h. Monitor State and Federal Laws for changes applicable to the Association – June & December of every year.
  - i. Provide TGIA board approved proposed changes to members via weekly email blast or on the Updates page of the TGIA website
  - ii. Give TGIA members no less than fifteen (15) days to concur with proposed changes before implementing
- i. Personnel Policies – annually and as required by law

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Board Reviewed – 08/24/22

Sent via Email Blast for Member Comment: 08/26/22

15 Day Closing Comment Period – 09/12/2022

Board Approved – 09/28/2022

Posted on Web Site – 10/2022

Effective Date – 10/01/2022