

Tierra Grande Improvement Association, Inc.  
Via: Zoom & Telephonic  
Board of Directors  
March 22, 2023

**Directors Present:** Michael Sumner, Executive VP  
Judi Magnussen, Treasurer (Zoom)  
Rhonda Davis, Secretary  
Trenten Moore, Director

**Directors Absent:** Jim Lardner, President

**Administration Present:** George Hobbes, Accountant  
Sue Moran, Administrator  
Ron Robbins, IT/Operations

**Guest(s):** None

**Audience:** None

Michael Sumner, Vice-President, called the meeting to order at 3:59 p.m.

**AGENDA:**

Mr. Sumner asked if there were any changes to the agenda.

Ms. Moran asked to add topics:

Action Items: Security Door

Other Items: Fire Inspection

The Agenda was accepted as amended.

**ACTION ITEMS:**

**Board of Directors Meeting Minutes – February 22, 2023**

Mr. Sumner asked if there were any changes or corrections to the content or to the substance of the minutes.

**Motion: Motion by Mr. Moore, seconded by Ms. Davis to approve the Board meeting minutes of February 22, 2023, as presented. No further discussion. Unanimously approved. Motion carried.**

### **Road Improvement Grant –**

The Board reviewed a road improvement grant request from the owners of a TG property located on 27 Obra Circle. These owners have presented the residential building plans for which the ACC approved. Obra Circle is not a county-maintained road. The owners are requesting the grant be approved for approximately 3,000 feet south on Obra Circle to their lot (which will improve approximately nine (9) other lots along Obra Circle).

**Motion: Motion by Ms. Davis, seconded by Mr. Moore to approve the request as presented. No further discussion. Unanimously approved. Motion carried.**

### **TGIA Billboard Repair / Replacement –**

The Board reviewed quotes from Paul's Sons Signs to repair or replace the TGIA billboard along HWY 47 that is located near the fire station. The billboard was blown over in a recent windstorm because of termite damage.

Discussion took place regarding the various quotes provided. Decision was made to completely redesign two (2) billboards at a cost of \$4,500 each (2 sided). Before any action is taken, Ms. Moran will send billboard options to the Board for review and approval.

**Motion: Motion by Mr. Moore, seconded by Ms. Davis to approve the replacement of two – 2 sided TGIA billboards as quoted above. No further discussion. Unanimously approved. Motion carried.**

### **Security Door Installation –**

The Board reviewed a quote for \$1,920.37 from Amazing J Systems for the installation of a magnetic door lock release system on the TGIA office door.

**Motion: Motion by Mr. Moore, seconded by Ms. Davis to approve the quote from Amazing J Systems for the installation of a door security system on the TGIA office front door. No further discussion. Unanimously approved. Motion carried.**

### **2023 Budget –**

The 2023 proposed budget was reviewed. The Board amended the proposed budget to incorporate the approved expenses for the billboards and the security door.

General Office Expense – Office Maintenance Security was increased to \$2,500  
Maintenance – Property Maintenance was increased to \$11,000

**Motion: Motion by Ms. Davis, seconded by Ms. Magnussen to approve the 2023 budget as amended. No further discussion. Unanimously approved. Motion carried.**

**FINANCIAL REPORT(s)** – The Financial Report for the period ending February 28, 2023, was reviewed.

Discussion took place regarding the recent bank closings and the upcoming renewal of a large CD maturing in May of 2023. Ms. Davis agreed to bring to the Board options for investing some of these funds at the April Board meeting.

There being no further discussion, Mr. Sumner recommended that the Financial Statements for the period ending February 28, 2023, be placed in the record for audit or review.

## **OLD BUSINESS -**

**Positive Pay ACH Payments:** Ms. Moran reported that Positive Pay for ACH payments for our Operating account with United Business Bank has NOT yet been set up due to a misunderstanding in the terminology of ACH payments. Since ALL checks on this account require two (2) signatures the Administrator is not authorized to pay vendors via ACH payments. Mr. Hobbes is the only one authorized to set up ACH payments for State and Federal withdrawals.

**5 Year Plan – ACC Review:** Ms. Moran shared that in accordance with the 5 Year Plan, Item # 2.a.

- “ACC the Architectural Control Committee 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.”

In early March, Committee members drove through assigned areas of TG in both Valencia and Socorro Counties. Twenty-One (21) properties specific to ACC issues were reviewed/photographed. Owners were notified of ongoing fees/fines. During the drive through Committee members also were on the lookout for new issues that may need to be addressed. Altogether it was a successful process. It has been suggested that the ACC review be completed annually.

## **NEW BUSINESS -**

**Draft – Member Survey:** The Board reviewed a draft of a proposed member survey. The plan is to include the survey in the June 2023 Tales N Trails. The question arose regarding a possible credit to an owner in good standing’s account and just how much that credit should be. The Board tabled further discussion until the April meeting.

**State Property Tax Sale** – Mr. Robbins distributed a spreadsheet of Tierra Grande properties that sold in a State tax sale in Valencia County. All properties sold. Mr. Robbins reported that four (4) of the properties were currently in foreclosure with TG and in one (1) case the owner was current with TGIA. TGIA reached out to that owner. Properties sold averaged around \$3,000 for a five (5) acre parcel which is about \$600 per acre. Two (2) buyers have already

paid. Per the State Tax Department, the deeds will take around six (6) weeks to process. Karla Poe is moving forward with foreclosing on applicable properties. We hope that those new owners contact us before the properties go to auction.

**Fence Repair / Replacement:** Recently a TGIA member removed trash that was dumped in the area of County Road 220 and HWY 60 in Socorro County. The member suggested that repairing the fence along west side of County Road 220 might deter future dumping. Ms. Moran noted that the fence does not belong to TGIA. It appears to be an old ranchers' fence. Ms. Moran promised to bring the recommendation before the Board.

The Board discussed the request and determined that since it is not a TGIA fence we do not have the authority to repair it. Ms. Moran stated that she would talk to Marc McKinley about the possibility of repairing the fence.

**OTHER ITEMS:**

**Fire Inspection –** Ms. Moran reported that the Fire Inspector for the City of Rio Communities business licensing department will be visiting the Tierra Grande office. She does not expect there will be any significant findings.

**Cell Phone –** Discussion took place regarding increased requests from members to “text” them. Since TGIA does not have a cell phone, personal cell phones are used. Ms. Moran doesn't mind using her cell phone except that then people have her cell phone number and may contact her outside of regular business hours. The Board stated that Association business should only be transacted via email, telephone or in person.

**Personnel –** Ms. Moran shared congratulations to Ron Robbins for his recent achievement in being selected to lead a team of computer programmers to create a homeowners association web site / program for his college/degree final project.

**ADJOURNMENT:** Mr. Sumner adjourned the meeting at 5:15 p.m.

**Next TGIA Board Meeting:** The next meeting is scheduled for Wednesday, April 26, 2023, at 4:00 p.m.

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Signature

/sdm: Minutes03/22/2023

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Date Approved