

Minutes for Timberland Acres Special Road District #1

January 27, 2024 at TA Community Center, 6282 Juniper Ridge Road

Trustees in attendance: Darryl Sleighter, Chair - Outgoing
Darryl Sleighter, Chair - Incoming
Cary Houser, Vice-Chair - Outgoing
Cary Houser, Vice-Chair - Incoming
Gerald "Jerry" Irving, Treasurer
Kristine Sleighter, Clerk/Secretary
John Powell, Culvert/Driveway Consultant

1. Call to Order and Confirmation of a Quorum.

Kristine called the meeting to order at 10:10am and confirmed the presence of a quorum.

2. Pledge of Allegiance.

Kristine led the Pledge.

3. Minutes from October 28, 2023 Meeting and Approval.

Board members were presented a copy of the Minutes from the October (1st QTR, FY 2023-24) meeting. Kristine moved to accept the Minutes from October 28, 2023, second by John, unanimously approved.

4. Appoint Qualified Member(s) to the Board; Accept Board Member(s) Resignation(s); Newly Appointed Board Member(s) Swear In; Board Member Duties and Responsibilities and OML.

Kristine stated this agenda item will remain open throughout the entire meeting in case a District member resigns or volunteers to join the Board. Kristine identified no candidates came forward for the March 2024 election, therefore Darryl and Cary may retain their places on the board by default. Kristine asked Darryl and Cary if they intend to fulfill an additional term, to which both answered in the affirmative. Kristine moved to accept Darryl as Chair and Cary as Vice-Chair, second by John, unanimously approved. Kristine administered the Oath of Office to Darryl and Cary. Kristine turned control of the meeting to Darryl.

Qualified Elector is defined as: Property owner in Timberland Acres. Primary residence is in Navajo County.

5. TASRD#1 Policies and Procedures Modification.

Kristine reported in accordance with Arizona State Revised Statute 48-1083, each board member is eligible to receive up to seventy-five dollars for each meeting of the board attended not to exceed four meetings within a calendar month. Board members are currently compensated \$65.00 for regular meeting attendance and \$30.00 for special meeting attendance. Kristine asked board members to review the DRAFT Policies and Procedures changes. Kristine moved to increase board member compensation to \$75.00 for each regular and special meeting attended not to exceed four meetings within a calendar month, second by Jerry, unanimously approved.

6. Treasurer's Quarterly Financial Report to Board.

Jerry presented the Quarterly Report (2nd QTR, FY 2023-24). Jerry reported the current balance as \$103,168.91. Jerry invited community members to examine the 2nd QTR report. Jerry motioned to accept the Quarterly Report, second by Darryl, unanimously approved.

7. CC Paving (Road Maintenance & Snow Removal) Contract Extension Review/Approve

Kristine reported the contract with Cameron Crandell of CC Paving (License #305751) is due for second renewal (of four total) on March 8, 2024. There is no rate increase during this renewal period. Darryl motioned to accept the second renewal, second by John, unanimously approved.

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8. Timberland Acres/Navajo County Election Update.

Darryl reported two positions on the board are due for election in March 2024. Darryl explained the election is to fill a position on the Board, the Board determines who will assume specific duties. Navajo County Elections Office, Christen Haddox informed Kristine there were no new candidate submissions. Therefore, no election for TASRD#1 will take place in March 2024. See item 4 of these minutes for appointment of board members for three year term (2024-2027).

9. March 2024 TASRD#1 Special Meeting TBD – Board Acceptance

Darryl identified and discussed the need for a Special Meeting on 23 March 2024 to address the following:

- a. Establish Procedures and Install New Signage. Jerry and Kristine will coordinate with the district contractor to install new signage.
- b. Establish Procedures and Implement Signage Visibility Requirements. Darryl and Cary will coordinate with volunteers to trim any foliage impeding view of signage.

10. Call to the Public:

Janet LeBlanc. When would long distance travel be required? Darryl explained travel to Holbrook. Cary asked if coordinating with a contractor would qualify? Darryl stated yes. Road repair was discussed during the October meeting, when will repairs take place? Darryl discussed the previous meeting priorities and identified intent to adhere to those priorities. Discussion ensued regarding availability of raw materials. Please place gravel at the Deer Run mailbox cluster as it is all mud. Darryl stated we will use the pea gravel from Bull Elk to place around the mailbox cluster. How long will it take to repair roads identified in the October 2023 meeting. Darryl stated he anticipates roughly one year.

Olivia Brosius. The intersection of Buckhorn and Navajo has a tree obscuring visibility of the traffic sign. Darryl stated this will be addressed when the volunteer group works on trimming all foliage within easement obscuring view of traffic signage. Who has responsibility of trees growing over wires in the community? This is a utility (NEC) or cable company (Sparklight) responsibility.

Joe Brosius – Buckhorn is completely mud at this time, gravel is needed.

Helen Zarycka – Do board members travel the roads in the district to identify problem areas. Cary identified he did this late in 2023 and created the list of issues. Helen further asked if anyone has gone through to review completed areas. Darryl stated we have not been told what areas are completed by the contractor. He further explained the process by which the board knows work has been completed. In 2024 board members will inspect completed work.

Cindy Johnson – Who is CC Paving? Darryl explained our contractor is Cameron Crandell and a team whom he employs. Is the board able to vote themselves a raise based on ARS or By Laws? Darryl explained the road board as a special taxing district and is governed by Arizona Revised Statutes and Policies and Procedures which the board members maintain.

Cary Houser – Asked if Juniper Ridge up to the Forestry entrance will be improved? Darryl stated this will be discussed in the April meeting along with the annual fiscal budget.

Janet Leblanc – How soon can we get gravel at the base of the Deer Run mailbox clusters? Darryl stated he will have to speak with CC Paving and address this work.

12. Adjourn. Darryl moved to adjourn, second by Cary, unanimously approved.