



**POATRI Board of Directors Meeting April 29, 2023
Meeting Minutes**

Call to Order: by President Brad Anthenat at 10:02am

Roll Call and Certification of Board Members: by Secretary Ed Marcato.

A Daley P B Levedahl - P ; B Vogl - P B Anthenat - P E Marcato – P
J Spofford P ; L Sunderland – P ; R Cummins – P

Invitation for Public Service Announcements:

Reagan Reed from Terlingua CSD, and as a property owner of Terlingua Ranch, came to talk about the school, the geographical school district, the accomplishments of the school kids, and the complex and challenging tax structure they deal with to fund the school operation.

Bill Brown announced that Terlingua Fire & EMS is looking for volunteers for the Fire Department.

Judy Eron showed a quarterly journal, available in Alpine, in which she wrote an article about many of the historical people that have been in Terlingua.

Acceptance of Minutes: Secretary Ed Marcato

The minutes from the January quarterly meeting were sent to the directors and posted on poatri.org. Ed Marcato moved to accept the January quarterly meeting minutes as presented, seconded by Larry Sunderland and the minutes were accepted unanimously.

On March 19, 2023, Board of Directors held a workshop to discuss the subject of housing for the Ranch Manager position. This subject was being discussed at this time as a result of candidates that the board considers qualified for the manager position, stating that provided housing was an important or essential part of their decision to pursue the job.

The subject of Ranch provided housing and options for short- and long-term housing were discussed. No decisions were made, and no votes were taken. It was determined that further investigation was necessary, and a Task Force was established to investigate possible short- and long-term solutions.

President's Report & Manager's Report by Brad Anthenat

At the January 2023 board meeting, the POATRI Board of Directors voted to launch an Assessment Collection Program to pursue and collect all past due assessments. It is necessary to collect past-due assessments for POATRI to make the required investments in our road maintenance, our water supply system, and other vital projects, to maintain our services for our existing property owners and future generations. Our preference is that property owners voluntarily submit payment, and we can minimize the need to involve legal counsel in collection of assessments. We ask for you to voluntarily clear the unpaid amounts. POATRI looks forward to property owners benefiting from increased annual assessment collections and your payment is appreciated. Please contact Property Owner Services at (432) 371-3146 x 11 or email propertyinfo@terlinguaranch.com to inquire about payment options or bring your account up to date.



POATRI Property Owners Association of Terlingua Ranch, Inc.
PO Box 638, Terlingua, TX 79852 (432) 371-3146

Also at the January quarterly board meeting, the board of directors approved the purchase of 3 used vehicles for operations use. One $\frac{3}{4}$ ton pickup truck for the road crew, one $\frac{1}{2}$ ton pickup for office use and general use around the Ranch grounds, and a housekeeping van. The vehicles arrived at the Ranch on February 24th and have been in use since. I'd like to thank Ed Marcato and Larry Sunderland for researching many used vehicles, going and looking at them in person, working through the process of purchasing them and getting them delivered.

We've been operating without a manager now for the last 3 months. I would like to wholeheartedly commend our staff for their hard work and dedication to keeping the lodge operations running as smoothly as possible, even when faced with insufficient staffing. Pam and the Bad Rabbit café crew continue to do an excellent job with keeping costs down. Amy and the housekeeping staff have been consistently turning over a large volume of rooms this spring. Jerry and the maintenance guys have been staying on top of our water issues, particularly with the TCEQ and making sure our water testing is done as required and keeping our outdated infrastructure running through our busiest season. Hayley in property owner services is working to increase our assessment collections and helping with improving our communications. Dennis and Bart continue to address road issues. Terry has been supporting front desk activities and Deb, our bookkeeper, is consistently making sure our payroll is done and the bills get paid.

The board held a workshop and discussion on how to identify and hire a candidate with the potential for long term success. The manager search committee has been actively interviewing many candidates on a weekly basis. We have had more than 42 candidates apply, and while no candidate has been hired at this time, the board remains hopeful that we are able to hire a candidate that will be successful.

Moving forward the board is actively researching and trying to find an equitable solution to conserve our water resources. In 2018 our original non-potable water well went dry. The board of directors at that time approved another non-potable well to be drilled. That new 2018 well is now starting to show signs of slower regeneration. We're still fact gathering, but at some point in the future we will have to make very hard decisions on our water wells and non-potable water sales and other ways to conserve this very precious resource.

Terlingua Ranch in 2023 looks completely different from the 1970's Terlingua Ranch. We are now faced with issues that many of us couldn't anticipate, even a few years ago. We encourage all property owners to attend our workshops and meetings and voice their opinions on how to help shape our future. Our next workshop is July 28, 2023 at 1PM and the next Board of Directors quarterly meeting is July 29, 2023 at 10AM.

Respectfully submitted,
Brad Anthenat
President - POATRI



Treasurer's Report & Budget and Finance Committee Report by Adam Daley

I want to start by saying thank you to everyone who has kept their account in good standing.

- We have engaged Pace & Associates of Alpine, who have done our taxes for the past two years.
- They will file an extension, so we can make audit/adjusting entries after the auditors do our 2022 Financial Review. The auditors hope to finish the 2021 audit by end of May, and then start a Financial Review for 2022 in June.
- The audit is being completed by Lauterbach and Borschow from El Paso.

Financial Review

- Assessment collections for 2023 are currently over budgeted estimates; \$499,065.59 collected vs. \$478,000 budgeted for collection. This is actually a 9.35% increase in assessments over Q1 2022. Thank you to the members and our staff for these efforts.
- Cabin Income is at \$168,146.93 vs a budget of \$212K, or off by \$43,853.07 or 20.68% and a decrease of \$48k from Q1 of 2022
- Café sales were at \$74294.57 vs against a budget of 106,600 or 30.3% below budget. This represents a drop of \$25,000 from Q1 of 2022. Retail sales were at \$5,561.77 which is approximately \$13k less than Q1 2022.
- Occupancy was down leading to lower cabin income, but then also directly connecting café and retail sales.
- Total gross profit was at \$751,401.51 vs a budget of \$798,232 representing approximately \$47k below budget. The impact of decreased occupancy, food, and retail sales was buffeted by the increased assessment collections and decrease in cost of goods sold (i.e. food costs). Once again, thank you to the property owners.

Total expenses were \$329,200.14 vs a projected budget \$371,263.

BFC Report – we have added two new members to the committee; Linda Shank and Donny Garrett. Both are current or former CPAs and bring a wealth of knowledge and experience to the committee. They are great additions to the team.

Committee Reports

Road Maintenance Committee Report by Barbara Levedahl

Regarding road maintenance, in our Covenants, Terlingua Ranch Maintenance Agreement, Bylaws and defining road maintenance, there is no mention of high clearance, 4x4. The only reference is in our Policies & Procedures which was revised in January of 2014. Our Certificate of Incorporation talks about developing, improving, and maintaining safety and or health projects for Terlingua Ranch, our TRMA says pretty much the same thing, developing, improving, and maintaining safety and or health projects and maintaining road located within for Terlingua Ranch. It's only the Policies & Procedures of January 14 in Section II, number 3, Maintenance of Terlingua Ranch Roads, that it then mentions the high clearance 4x4 needs.



I think that the purpose of having a road maintenance committee is to look at the status of our current roads and determine if we can improve them beyond the state that they are in, which requires looking at the requirements to improve them. What equipment would be needed, what materials would be needed, and the expertise to do it. Then of course the funds to do it. That has always been the problem, which means not having the money to buy the right equipment, which might be why they are in the state they are in.

Committee members and other homeowners have made road reports, and I have sent out requests to the property owners to send in a report of their roads, if they can. Then we can categorize them and make a map of the different types of roads, such as those that have become stream beds. They are usually relatively flat where the top of the road is scraped off, pushed to the sides making the road narrower, and very often gets as low as some of the arroyos, the arroyos then run into the roads creating gullies. The kickbacks often are higher than the roads due to the gradual lowering of the road, water runs down so the kickbacks often perform the opposite of their intention. We have several roads where the material has no traction, so they become impassable after heavy rains with cars getting stuck. Then we have roads that are failing, and we have heard Charlie Watkins talk about his road at previous board meetings, subsequently a group of us went out to look at the road. Larry and Bill went to look at other roads in similar failing conditions.

The purpose is to look at this, see what we can develop and determine where it would be cost effective to hire outside contractors to come and repair and rebuild the roads because we don't have the equipment or the expertise to do it. We may have the expertise but not the equipment. It is meant to be in-depth research to look at this and come up with solutions. The community should decide what level they want their roads maintained to. There is a huge cost if they are all maintained in a nice, smooth easy to drive condition. Perhaps if the Collection Program works well, we will take in more dues and that might help a little, but it's going to take a lot more than that to repair and rebuild these roads to smooth easy to drive conditions.

We could hire outside contractors, who have the equipment and the expertise, reconstruct the roads to a level that a quick pass through every other year by our maintenance crew would work and without the need to buy all the road building equipment. This may initially cost more but have a long-term cost-effective benefit.

Water Committee Report by Larry Sunderland

We have received approval from the Texas Commission on Environmental Quality for the Jacob and Martin Engineering's design of our Smith Well improvements. Next step will be to put together bid packages and invite contractors to bid on the work. We discussed this project yesterday in the workshop and our thinking is we will consider breaking the project into smaller pieces and invite local contractors to bid on parts they are capable of delivering on. Jerry Schaffer and I will sit down and take a look at the project and do some cost analysis and come back to the board with a recommendation.

Last week, Arrowhead Drilling and Well Services put a new pump and casing in the Cabin Well. We can now do the 36-hour pump test, as required by TCEQ, to determine the flow rate of the well.



Following that will be water quality testing. With this information we will seek approval from TCEQ to put this well into service as a potable source for our facility.

Bringing this online and with an adequate flow rate, we will reduce or eliminate our connection deficit that has us operating under an exception from TCEQ.

Now that we have moved past spring break, we will begin the line looping of our water lines as required by TCEQ. This is their suggested fix to water pressure issues in our water lines.

Our non-potable well is struggling to keep up with ever increasing demand put upon it from property owners. The question before us, as a board, is how do we determine the available supply, how do we provide this service in an equitable manner, and how do we communicate changes in supply to property owners in a timely manner so they can make other arrangements for water if necessary.

Currently we have no good idea of our available supply, how much water we are selling, or how many people are using the service. We have, this month, installed a meter on the well which will give us an accurate number on how much water we are pumping. Currently the forms we use to record sales are not being filled out properly. Property owners are not filling out all the fields and if filled in they are often illegible. We also have no way to accurately meter the amount of water purchased at the pump and must rely on property owners to accurately take the right amount.

We are looking for an affordable metering system we can install to deliver an accurate amount of water. We have to set realistic limits to how much water we can provide on a monthly basis and the amount allowed per account. These limits will be adjusted as we monitor the health of the well, record accurate sales amounts and determine the ever-changing demand. We strive to provide water in an equitable manner, and we need the help to property owners to do this.

Those property owners who buy water will have new forms that will require their account number, rather than tract number, and a field for an email contact so we can build a database which we can use to alert them to changes in supply and delivery. Those who wish to have water hauled for them will have a new form they must come into the office and fill out which designates an individual as their hauler, the quantity, and the frequency. We will have to insist that property owners who purchase water fill out the forms accurately and in a legible manner. We realize change can be difficult and ask for understanding while we transition to this new system. We remind property owners that these policies are being put in place by the board of directors and the office staff is only doing what we ask and if you have issues with these changes, please reach out to the ranch manager or board president.

Communications Committee Report by Bill Vogl

Hayley and myself co-chair the Communication Committee. Hayley has been working on the Newsletter. I have gone out and researched with Minuteman Press, who does our ballots, and they are ready now begin our mailings, beginning with this quarter, quarterly mailings, and we have in the budget for four quarterly mailings.



We will mail only to our property owners who do not have an email with us. Ultimate we prefer to just be on email and want to encourage everybody to provide email addresses and let them know they need to get their email addresses updated. We do have a budget to get 4 quarters of the Newsletters out. There are about 1500 property owners that we don't have an email address for, so that will be our mailing.

The committee is Hayley, myself, Dale Weiss, and Anna Marie. We will be more active going forward to look at ways we can increase communications and work with the other committees to get word out. If anyone wants to add any information or content to the Newsletter, or any suggestion on communications, please reach out to myself or Hayley.

Thank you.

Task Force Reports

Housing Task Force by Ed Marcato & Bill Vogl

Bill and Ed were tasked with defining housing options a month ago, and we investigated what the options are for short-term housing, coming up with a half a dozen options, and also for long-term housing. This is something the Ranch has never done. It has come up as a result of the requirements from several candidates. The board will be reviewing long-term housing to determine if the Ranch is ready to make a formal commitment to provide the Ranch Manager with a house and requiring that the Ranch Manager live there. A summary of the report findings is attached at the end of the minutes.

Manager Search Task Force by Barbara Levedahl

This will be very short. Ed, Jim, and myself were tasked with finding a new manager. We have been advertising and had 42 applicants, and interviewed 10 of these candidates. Of the ten, two were interviewed by the whole board. At the moment we can say that the search is ongoing, but we need to hire a manager soon, And that's pretty much it.

Dark Sky Task Force Report – no report

3-Mile Task Force Report – no report

Old Business

Contract Work for Roads:

In January we made a Resolution to consider hiring a contractor to do road work on Brewster Road. We tabled that discussion and Resolution, so now we need to bring that back and continue the discussion, or, vote yes or no on the Resolution.

Motion to discuss the Resolution – by Ed, Second by Barbara.

Bill resented the following summary of where we are with regard to the Brewster Rd situation.



- We discussed this in the workshop on Friday.
- We have had folks travel the road.
- Dennis has done some work on the road, and felt it was good now and he has plans once we get additional equipment to do additional work on the road.
- Another thing we discussed yesterday is the Task Force is continuing to develop a catalog of the roads and needs, but I think there was a consensus yesterday that with the work Dennis has done, and the work that he will do, along with awaiting the report of what do the roads look like across the community compared to this road, that we should probably wait until we get that information before we approve this. That was my understanding of our discussion yesterday.

Barbara recommended we move forward with a pilot project to hire the contractor and do the Brewster road project.

Richard was in favor of doing something like a pilot to determine how to do our roads correctly.

Barbara said at least 10 roads are cataloged.

Ed Proposed to set a short timeframe of 1-2 months, catalog as many more roads as possible, the types of problems on the roads, and make a decision to do 1 or 2 pilots.

Larry offered that there is already a map of the roads, will look further for it.

Barbara was hoping Romaldo Pena would come yesterday to discuss road issues, but he could not come. He maintains the roads in the Big Bend National Park

Adam discussed the issue of when can the contractor get the project done. Adam is in favor of getting the pilot project done.

Barbara said Lance Jarret said it would take 3 days to do the work on Brewster Rd. Barbara had the impression he could do the project soon.

Jim would like the contractor to come down and provide his expertise to evaluate and choose the roads to do a pilot on.

Barbara offered to contact Lance Jarret to come down to consult for us for a fee to help determine where to do a pilot.

Larry suggested we contact BBT to see if they could be used to repair roads – they are doing road work as a result of installing the fiber optic network.

Brad read the Resolution, and suggested we vote. Brad's final comment, he hopes that our road crew can do the road work.

Discussion then continued.

Ed, Barbara continued with specifics about Brewster road, equipment, and the fact that the Ranch does not have the equipment. Ed stated this vote is just for this Resolution. The Road Committee can come back with another proposal in a month for 1 or 2 Projects.

The following is the Vote to accept or reject the Resolution.



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Barbara Y Bill N Brad N Ed N Larry N Jim N Richard Y

Resolution rejected.

Brad – if the Road Committee wants to do another proposal, please do so.

This concludes Old Business

New Business

Smith Well – no Resolution is needed. Larry to gather more data and come back to the board.

Non-Potable Water sales. Larry said we have a meter on the well, will gather more data and will come back to the board with information on how much water we are using, etc..

Bill asked and Brad responded that we have made no changes about hauling water for property owners.

Larry – we will have to have better data collection, redo forms, and require everybody to come in a sign off to haul water.

Barbara asked is there any way to limit selling water to non-property owners, air B&B, Brad responded we do not sell water to non-property owners.

Brad discussed better controls at the front desk, Larry will implement new forms, no change right now on the amount property owners can get, and no limits are being set now.

Non-property owners are not authorized to use POATRI facilities. You have to be a property owner in good standing to buy a pool membership. It was noted by several that the pool usage is being abused, and we need to improve our controls. It was pointed out that non-property owners may purchase daily pool use tickets for \$8/day.

CPA oversight: No Resolution now, we are investigating hiring a part-time CPA to assist Debbie in Booking, part time, maybe 8-10 hours a month.

Cabin Discount Policy - Resolution:

We had discussion yesterday, and a Resolution has come out of this. Ed presented the two changes to our policy: Change Members in Good Standing to Accounts in Good Standing, and change rooms reserved to up to two rooms reserved at one time, blackout dates may apply at the Manager's discretion. Brad made the motion to accept, and Jim seconded. Motion passed unanimously. Resolution attached to these Minutes.

Code of Conduct – Resolution:

A Resolution was presented to accept a Code of Conduct document separate from the Code of Conduct Resolution document passed in 2019 with one change to support the Bylaws and Policies & Procedures. Brad made a motion to accept the Resolution, and Larry seconded. Motion passed unanimously. Resolution attached to these Minutes.

Contribution to the Contingency and Capital Reserve Funds for 2022 - Resolution

A motion was made by Adam, seconded by Jim, to adopt a Resolution to make a 5% of Net Operating Profits contribution, in the amount of \$8452, split evenly to each of the Funds for the 2022 Fiscal year.



The motion passed unanimously. The Resolution is attached to these Minutes.

Road Maintenance Committee – Resolution:

Road Committee members Ed and Barbara discussed with other board members collecting further road condition information, hiring a road consultant, and making a proposal before the next BoD meeting to perform a pilot road repair project.

Bill described using the input from a consultant to make recommendations on long term maintenance strategy, and make recommendations on which roads to address first.

Several members discussed the qualifications of Romaldo Pena, that he has joined the Road Committee and offered to help however he can. He cannot perform road work projects but can help evaluate and make recommendations.

There was a discussion regarding allocating funds to pay a consultant. It was decided to first see what Romaldo can contribute as a committee member. If it becomes necessary to pay an outside consultant, an amount of up to \$3000 for consulting services was to be included in the Resolution.

A motion was made by Brad, seconded by Larry to use Romaldo as part of the Road Committee to help evaluate the roads and make recommendations on which roads to address first, and if it is necessary to pay consulting fees, an amount up to \$3000 was authorized. The Resolution passed unanimously. The Resolution is attached to these Minutes.

Other Business

No Other Business

Brad – that concludes our business, thank you directors and audience. Now we will open it up for property owner communication. Each speaker limited to 3 minutes.

List of speakers, showing 10 property owners, given to Ed.

Bill Brown – I have a question for the board. Why aren't we competing with the guy who put up twenty tents and 4 porta-potties? Have we looked at putting two tee pees on the upper camp sites, or a couple of tents out here at the lower sites?

We should be setting an example on the water. We have so many roofs we should have catchment out here. I know there is the problem of once you catch it what do you do with it?

My other issues are non-owners using the bathhouse and the pool, but you guys are all over this.

Larry thanked Bill for driving the roads, and Bill commented that he loved driving the roads.

Charlie Watkins – Charlie and Judy had offered to pay \$6000 toward getting the road done. Charlie now says he will pay for the whole thing – just get the job done. Charlie asked if we could make new proposal (after the BoD voted down the pilot project for Brewster Rd)? But said nobody is answering. Richard responded saying he hoped we would get the evaluation (that was proposed by Resolution to get a review done in a month) done quickly and make a decision to move forward.



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ed that the Weiss' recently bought land up there (Brewster Rd), and someone stole a 250 gallon propane tank, bathtub and small trailer. It was reported to the Sheriff's department, but why don't we have some sort of a neighborhood watch?

Some jerk shot out one of the telephone poles, and knocked out all the service in the area.

Charlie pursued a discussion with Jim regarding the cost of maintaining roads, with Jim comparing our cost with that of Brewster County and Lance Jarrett.

Since Dennis is retiring, Charlie asked if we had pursued ex-military folk for the road crew. Larry said he reached out to the Texas Veteran's Employment Program and got no response. Adam said that he was a facilitator on Army WTF Moments, and we would post the job in May and June and hopefully we will get some type of hit from that.

Charlie closed by reiterating he would not pay POATRI, but would pay Lance Jarrett to do the pilot project on Brewster Road. – and asked Ed if he had that written down? Ed said he did, and it is recorded here.

Judy Eron -

Thank you for considering our road. Ed and Brad to check to determine if property owners can contribute to paying for road maintenance. Dennis has done a fine job for many years, but with the weather, its that curve – and its getting narrow, and we don't even have a caution sign. Lance came and made it sound like we could have a normal road. We know other people have road problems, but we brought it to the forefront, to your attention. We have offered to pay for part of this and it just seems practical. Thank you for considering it, and we appreciate that roads are coming under discussion.

Bill Brown added to Judy Eron's time – Asked, do we (property owners) have the right to maintain the roads? Jim answered that you would have to get permission from each property owner that owned the land. Bill stated that it is on each one of us to maintain the safety of the roads.

Judy then added: When Dennis came and smoothed the road, that was very nice, but that was not the issue. The issue is safety, the road is getting narrow and driving at night is an issue, and there is not even a caution cone. Thank you.

Sandy Langston – Expressed concern that the air b&b was using the laundry, leaving laundry done, in the machines while they use the pool, making it impossible for other property owners to use the laundry. Suggest we put up a sign – the laundry is not for b&b, its for property owners. He understood that there are bigger priorities like roads, water, but we should also think about the laundry.

And when are we going to talk about fixing the machines and making them available to property owners? Two dryers are just for housekeeping. Why can't we put the coin machines back in there and make them available when housekeeping are not using them. Brad interjected that there are problems with the machine and they cannot be made coin operational. Sandy suggested we buy more dryers.

Anita Goss – She had trouble getting water last week. Her first question was are we still a policy board or and operations board? Brad answered we make policy, but we do not have a manager, so the lines are blurred.



She is doing her part for water, has drilled a dry well, now is doing it again, but she was denied water last week, one of the reasons being she was not in good standing, and she is now. Is that a new rule – do you have to be in good standing to get water? Brad answered that is not a policy yet, but we are moving in that direction.

Now that my fees are paid, my son is not allowed to get water for me. If there is a form that is required, I am asking it be made electronic. Can we please get this fixed so my son or one of my neighbors can haul water for me.

When you make changes, can you please put them on the website, it is very hard to find changes.

I still don't know where I stand. Can my son come up here and get water? It was answered yes. Do I have to fill out a form, come up here to fill out a form?

The other thing, I was treated really badly by the person on the phone. It was not Property Services, she was very nice, and I don't know who it was. I've been here 20 years, always paid my dues, do the right thing for the lodge, and I kind of expect to be treated at least decently when I walk in to that office, and I was not.

Last thing – Laundry – get those people (air b&b) out of there. The Pool – it's a lost cause. As long as people are not trashing your furniture or the pool, it has always been that way for every POA or resort that I have worked for. You have other more important things to worry about.

Jerry Brewster – Jerry said our audio systems was not adequate and they could hear only about 50%, when then use to have a good system when Cooter (prior property owner volunteer) ran it. We need to find someone to come in here and fix it.

Brewster Road is not named after Jerry, it is named after his father as he used to live up there. In the past, if it rained, you didn't go, and if you weren't there, you stayed, you didn't go.

It is not the responsibility of the property owners to pay for fixing the roads. It is POATRI's responsibility, not theirs. You can work on your own roads and a whole bunch of people do that.

Bonnie Hill – Thank you to all you (property owners) for being here. This is what we need.

I have an issue with the confidentiality agreement. I never had to sign anything like that, and I refuse to work on any of the committees if I have to sign anything like that. I think it is our responsibility to inform our other property owners, with a little discretion, so I object to that one.

Regarding the evaluation of the roads – the telephone and trash pick up may have already done that, so that may give us a head start. I would like to have the Brewster Road issue done before we move on to something else.

If we have a problem hiring people, maybe that's because we keep firing people? Is that an issue with the manager's personality, or is that an issue with the person? If that's an issue with the manager, then we need to get rid of that manager.

Anna Marie – Previously did not know and appreciates that property owners can attend the Friday workshop and make suggestions.



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day, is it true that non MIGS cannot get water? Brad – it is not done yet but this could happen as we move forward. Today there is no policy to deliver water. If we create any policy to sell water then we are committed to sell water. We are looking for the best way forward.

On the road thing, Larry Gordon spoke yesterday that the trash companies know about the roads, and the gas company. We should see if we can get information from them.

Are there plans to redo the laundry and the bathhouse. Brad – there are no specific plan. Brad – worked house keeping. We would love to redo the laundry and bathhouse, but we have a lot of priorities, water, roads. This is the type of thing that a manager would do. Understand the needs, do the work on the projects and recommend the projects.

There are still some projects that need to be done. The solar lights don't work and the drain in the shower can cause injury. Fix the solar lights.

Regarding cutting back on the hours, if there is any way to extend back to 5 PM, some people work later. Hire local people.

What is the plan to replace Dennis when he retires. Brad – there is no plan currently to replace Dennis.

Regarding security – is there any plan to have somebody around to deal with emergencies.

Wants to meet with Brad when he has time to sit down and visit.

Appreciates the board, appreciate sitting in yesterday's meeting and today has gone a lot smoother than pasty meetings.

Jenny Renter – Was in Zoom meeting yesterday but had problems. Was confused over property owners, account holders, LLCs, etc. Adam explained the need to refer to account holders, we are trying to help the front desk. And Adam explained we decided not to address other issues such as how often at this time.

Jenny asked why we don't do something with lowering the rates when we have rooms available so more people will want to come and stay here so we can get more revenue? Jim responded saying this was done by Keven and needs to be done by the manager.

What is the definition of a dependent? Brad answered it is dependent children residing with the account holder.

If we are short-handed, and have to shut the office at 3 PM, why are we not using those that volunteered? Brad responded – we were short staffed for spring break, we had one person who volunteered and was trained. We then did have enough hired staff, and this person was told we did not need them, without my knowledge. At this point we have a person in training for the front desk and we hope to be back open to 5 PM within two weeks.

Do you not want any volunteers? Brad responded – that is correct, we do not want volunteers, we want employees. Why do we not want volunteers? Brad – volunteers would have to sign an agreement like the code of conduct, for insurance purposes. If we had someone in the Café and they cut their finger off- we would have an insurance issue. So the easiest way to get around that is that they actually become an employee.



Do we have a military discount? Brad responded we give a 10% discount for military personnel. Can you take advantage of two discounts? Brad – it is one or the other. You are either a property owner or a non-property owner getting a military discount.

Is it true that we cannot deny property owners water? No one was aware as to where this is stated.

People put a rock to keep the pool door open. How do we deal with this.

Ed – that concluded the property owner communication.

Before we adjourn, I would like to remind everyone that there are paper copies of our financial statements on the back table. Some property owners requested that provide paper copies, so they are available. We do encourage everyone to use our electronic system, and the financials are posted on the website approximately 5 days before the meeting so you can bring your questions to the meeting.

Adjournment

Brad made motion to adjourn,

Adam seconded,

passed unanimously.

Meeting adjourned at 1:43 PM..

Respectfully submitted,

Ed Marcato

Secretary



Housing Task Force Report

POATRI Housing Task Force Report of Short Term and Long Term Housing Options 4/27/2023

Overview: The purpose of this research is to identify and provide information about options that may be available for short term housing and for long term housing for a Ranch Manager.

Short term housing options:

- Lodge Cabin – use one room, or, possible combine two cabin rooms for larger space. Put a kitchen, family room in one room and the bedroom in the other.
- Dean's Building. Need to add furniture.
- Purchase (used) Trailer, place in shade structure or -
 - Place the trailer in the North end of original employee housing area, after the current two trailers are moved. Note: North end has water, electric, and good septic. The other spots do not have full septic.
 - Place the trailer in one of the upper RV spots.
- Rent an existing home. Availability is a very low probability. There are few to no opportunities. Bill checked with several realtors in the area and confirmed this. When there is a rental available, it will rent within days. If this path is selected, when a rental becomes available, POATRI would have to rent it immediately, and pay the cost immediately. Barbara and other have investigated opportunities over the past two months. There were wither not viable or were taken off the market.

Comments on short term option:

Lodge Cabins – Will take away revenue during busy times - the week either side of Thanksgiving, or two weeks spring break in March, and possibly other times.

Dean's Building: Ed inspected with Jerry. Primitive, small but livable, (small) bath, propane heater, two window AC units, no Kitchen, very small closet in bathroom.

Original Employee Housing –Ed inspected with Jerry - medium size area. Utilities mentioned above, partially secluded but there is visibility to shade structure housing. One trailer belonging to Debbie, our Bookkeeper, is currently in place. Comment from Jerry: when it rains, the area becomes flooded for approximately 30 minutes or so until the water runs off. The entry area facing the office is wide open, would need a fence and gate if we wanted to block off the area.



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d) Trailer – Bill has provided 3 examples with costs to show what is possible at three levels. The range is from approximately \$30,000 up to \$50,000, with the highest level being a possible option for a permanent residence.

Rent Option – Bill contacted local realtors and the response was no rentals available or if one occasionally does come available it is rented almost immediately. Barbara located a few possibilities, but nothing is firm at this time.

Long term housing options:

Purchase a substantial trailer/5th wheel and place in one of the options areas mentioned above.

Purchase a factory made home, (examples are attached), and place in the original employee housing area, or on POATRI property at the three mile well.

Build a home on site, in the original employee housing area, or on the three mile well property.

Take two of the Cabin rooms and renovate them to become a permanent residence. Put a kitchen, family room in one room and the bedroom in the other.

Location options: Two of POARI's owned properties offer an economic location for long term housing as they offer electric power and water.

- The older employee trailer area at the far end provided power, water, and septic. The downside is it is not a very large area, is visible to the employee shade area. With landscaping, fence and gate it could be protected.
- The second area is located at the three mile well. This is a 40 acre tract, half on one side of the road and half on the other. The well could be set up to provide non-potable water to the house, and one or more poles would be required to bring power to the house.

Cost Estimates:

Short Term Housing:

Purchase of a Trailer – Cost of a trailer estimated \$30 to 40,000. Ongoing maintenance.

Combine two Cabin rooms – Cost of renovation to create a kitchen including additional electric to support a kitchen, redo two baths into one, furniture. In addition there is the loss of revenue for two rooms, at least during our busy season.

Rental property - estimated cost from \$1500 to \$2000/month plus utilities.

Long Term Housing

Purchase of a larger Trailer – estimated cost for a used unit is around \$50,000. Ongoing maintenance. Example include.



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tory made home – estimated cost for the basic unit can range from m\$110,000 to \$150,000 and higher. Need to add extras to this. In addition, need to add the following.

- Site preparation
- Foundation materials
- Bring in utilities – electric, water, propane, septic
- Ongoing service and maintenance

These items add an estimated \$20 to 40,000, and the minimum capital investment is likely to be \$150,000 to \$175,000.

Build a house – this estimated cost would be similar to the manufactured house option.

Renovate two Cabin rooms – very rough estimate could vary from \$10,000 to \$20,000.

Examples for Trailers and Manufactured Housing are not included in this Minutes version:



Resolutions - Cabin Discount Policy; Code of Conduct Document: Contribution to the Contingency and Capital Reserve Funds; Road Maintenance Pilot Project Program

RESOLUTION BY THE BOARD OF DIRECTORS

Board of Directors Meeting April, 29, 2023

Discussion: WHEREAS,

The Cabin discount policy for Property Owners policy in our Policies & Procedures Section III, Paragraph 9 states that Members in Good Standing are eligible for a flat rate on rooms reserved at Terlingua Ranch Lodge.

Therefore;

BE IT HERE BY RESOLVED:

The Board of Directors approves to change Members in Good Standing to Accounts in Good Standing, and change rooms reserved to two rooms at one time reserved. Black out dates May apply at the Managers' discretion.

This resolution ☐ amends ☐ replaces ☐ revokes ☐ adds
() To the Bylaws

☒ Policy and Procedures Manual
☐ Article _____ ☒ Section III_P9

() Board Procedural Manual
☐ Article _____ ☐ Section _____

Effective Date: 4/29/2023

Motion By: Brad Anthenat

Second: Jim Spofford

Ayes: 8 Nays: _____ Abstain: _____ Absent: _____

Record of Voting:

A Daley Y; B Levedahl - Y; B Vogl - Y; B Anthenat - Y E Marcato - Y;

J Spofford Y; L Sunderland - Y; R Cummins - Y.



RESOLUTION BY THE BOARD OF DIRECTORS
Board of Directors Meeting April 9, 2023

Discussion: WHEREAS,

The Board of Directors adopted a revised Code of Conduct by a Resolution on January 26, 2019, and used the Resolution document as the published Code of Conduct for Board Members, Committee Members, Task Force Members, and Volunteers.

Therefore;

BE IT HEREBY RESOLVED:

The Board of Directors adopts a Code of Conduct document that is separate from the Resolution document, and that includes the previously approved Code of Conduct text and signature sheet with one correction supporting our Bylaws and Policies & Procedures.

This resolution ☐ amends ☐ replaces ☐ revokes ☐ adds

(☐) To the Bylaws

☐ Article _____ ☐ Section _____

☐ Policy and Procedures Manual

☐ Article _____ ☐ Section _____

(☐) Board Procedural Manual

☐ Article _____ ☐ Section _____

Effective Date: 4/29/2023

Motion By: Brad Anthenat

Second: Larry Sunderland

Ayes: 8 Nays: _____ Abstain: _____ Absent: _____

Record of Voting:

A Daley _Y_; B Levedahl - _Y_; B Vogl - _Y_; B Anthenat - _Y_ E Marcato - _Y_;

J Spofford _Y_; L Sunderland - _Y_; R Cummins - _Y_;



RESOLUTION BY THE BOARD OF DIRECTORS
Board of Directors Meeting April 29, 2023

Discussion: WHEREAS,

Our Policies & Procedures Manual, in Section I Item 3I, entitled Capital Reserve and Contingency Funds, requires that the Manager and the Board determine a minimum % amount that will be added to each fund during the course of the year based on the year-end balance in each fund,

Therefore;

BE IT HEREBY RESOLVED:

Now that the Operational statements for 2022 have been finalized, the Board authorizes the transfer from operations funds, 5% of the 2022 operating net profit in the amount of \$8,452 to be transferred, split equally, to the Capital Reserve and Contingency Funds.

This resolution ☐ amends ☐ replaces ☐ revokes ☐ adds

(☐) To the Bylaws

☐ Article _____ ☐ Section _____

☐ Policy and Procedures Manual

☐ Article _____ ☐ Section _____

(☐) Board Procedural Manual

☐ Article _____ ☐ Section _____

Effective Date: _____ 4/29/2023 _____

Motion By: _____ Ed Marcato _____

Second: _____ Jim Spofford _____

Ayes: 8 Nays: _____ Abstain: _____ Absent: _____

Record of Voting:

A Daley _Y_; B Levedahl - _Y_; B Vogl - _Y_; B Anthenat - _Y_ E Marcato - _Y_;

J Spofford _Y_; L Sunderland - _Y_; R Cummins - _Y_;



RESOLUTION BY THE BOARD OF DIRECTORS – April 29, 2023 BoD Meeting

Discussion: WHEREAS,

The road committee is gathering information and evaluating the conditions of the Ranch roads, and will be making recommendations on maintaining the roads to include developing a long term maintenance strategy.

Therefore;

BE IT HEREBY RESOLVED:

The road committee will gather information and evaluate as many roads as practical over the next 1 to 2 months, will use the resources of the road committee, and if necessary an outside qualified road consulting contractor, authorized up to \$3,000, to perform the following tasks:

- Travel the roads as necessary and evaluate and categorize the issues with the roads.
- Make recommendations on the requirements for a long-term road maintenance strategy.
- Make specific recommendations on which roads to address first, pilot projects.

Within one to two months the road committee will present a proposal to the Board to initiate one or more pilot projects to address the most serious condition discovered, and the board will review and make decisions on the proposal as appropriate.

This resolution ☐ amends ☐ replaces ☐ revokes ☐ adds

(☐) To the Bylaws

☐ Article _____ ☐ Section _____

☐ Policy and Procedures Manual

☐ Article _____ ☐ Section _____

(☐) Board Procedural Manual

☐ Article _____ ☐ Section _____

Effective Date: _____ 4/29/2023 _____

Motion By: _____ Brad Anthenat _____

Second: _____ Larry Sunderland _____

Ayes: 8 Nays: _____ Abstain: _____ Absent: _____

Record of Voting:

A Daley Y; B Levedahl - Y; B Vogl - Y; B Anthenat - Y E Marcato - Y;

J Spofford Y; L Sunderland - Y; R Cummins - Y;