

# Palo Verde Roads Management Inc.

## Meeting Minutes:

Date: Thursday, 19 December 2024; 3.00 p.m.

Board Members Present: Ron Chase, Brian Sproates, Bill Wright, Bill Score, Steve Brandon, Jim Barry, Dennis Barber

Absent: Mark Brauer, Tom Rainville

### Agenda Items:

1. The meeting was called to order at 3.00 p.m.
2. **Financial Statement.** Jim provided the following information relating to the current available funds and 2025 projected receipts.

Reserves from 2024:

- 2 @ \$25k. accounts
- 1 @ \$50k. account 100,000.00

Checking and savings accounts 19,992.00

2025 homeowner fees (1073 @ \$375) 402,375.00

2025 available funds 522,367.00

3. **2025 Maintenance Program.** Bill Score reported that 6 bids had been issued and 5 contractors had responded as shown in the following table:

<b>Contractor</b>	<b>Base bid (R&amp;R)</b>	<b>Alternate 1 area (R&amp;R)</b>	<b>Seal coat</b>	<b>Base bid plus alternate 1</b>
Pinnacle Paving	289,812.80	27,975.15	40,093.65	317,787.95
Sunland Asphalt	319,962.68	25,586.91	29,087.55	345,549.59
Weems Asphalt*	350,580.00	28,890.00	37,997.25	379,470.00
Empire Paving	320,304.01	26,814.46	33,344.51	347,118.47
Swaine Asphalt	358,942.18	29,496.69	33,018.30	391,960.48

\* it was noted that Weems had separated striping at a cost of \$11,900.00

As all the bids received provided the group options to include additional scope within the project, the following areas of our roads infrastructure were considered for inclusion, with estimates of potential costs:

- A. Nottingham Drive – approximately 3,308 Sq. yds. @ estimated cost of \$82,038.40
- B. Chestnut Drive – (Flame Tree to Nottingham) 2,861 sq. yds. @ estimated cost of \$70,952.80
- C. Spring Creek – 604 sq. yds adding to scope of Alternate #1 at an estimated cost of \$14,979.20
- D. Crack fill Chestnut court and Watford Court at an estimated cost of \$3,000.00
- E. Seal coat Chestnut Court and Watford Court at an estimated cost of \$3,669.66

The group discussed the above alternatives and agreed to the following project scope with associated costs:

Pinnacle Paving base bid	\$289,812.80
Pinnacle Paving Alternate #1	\$27,975.15
Sunland Asphalt seal coat	\$29,087.55
Nottingham Drive (A above)	\$82,038.40
Spring Creek (C above)	\$14,979.20
<b>Total scope costs</b>	<b>\$443,893.10</b>

It was also noted that if the group subsequently agreed to pursue a project to update the PVRM By-laws, this might involve an estimated cost of \$20k to \$25,000. All of the above would thus result in a financial outcome as follows:

2025 available funds from item 1 above		522,367.00
Less:		
- Estimated scope cost of 2025 maintenance	443,893.10	
- Potential cost of by-laws updates	25,000.00	468,893.10
- <b>Remaining operating budget available</b>		<b>54,473.90</b>

4. **By-laws Updates.** Brian distributed an outline process for the group to review. Potential next steps, timelines and costs were discussed and it was agreed that this topic would be discussed in further detail at the PVRM Board Executive session after the upcoming AGM on Tuesday, 14 January 2025, at which Brian will present a 'pros/cons' document from a homeowner's perspective and the group will decide on next steps on this topic.

5. The group was reminded of the AGM at 3.00 on Tuesday 14 January in the Steve Nolan Conference room with subsequent Executive session directly thereafter.
6. The meeting was adjourned at 4.30 p.m.

Brian Sproates, secretary, PVRM Board of Directors.