

**Augusta Ranch Community Master Association  
c/o FirstService Residential**

**Board of Directors  
Open Session Meeting Minutes**

**April 18, 2022 @ 6:00 P.M.**

**Mesa Police Substation  
2430 S. Ellsworth  
Mesa, AZ. 85209**

**Present:**

**Board Members:**

Jeff Brown, President  
Greg Pifer, Vice-President  
LeeAnn Bohman, Treasurer  
David Kovach, Director  
Jan Wallace, Director  
Brad Whitehouse, Director  
Beth Patton, Director

**Board Members Absent:**

Barry Matlack, Secretary  
Kelly Hill, Director

**FirstService Residential Representatives:**

Kamin Havens, Community Manager

**1 - Homeowners were Present**

**I. Call to Order**

President Jeff Brown called the Open Session of the meeting to order at 6:30 P.M.

**II. April Agenda**

The Board approved the April meeting agenda.

**III. Minutes - Review and Approval of March 21, 2022, Board Meeting**

A **Motion** was made by LeeAnn Bohman, to approve the minutes from the March 21, 2022, Board meeting as presented, seconded by David Kovach.

**Motion passed 7-0**

Augusta Ranch Homeowners Association  
Board of Directors Open Session  
Meeting Minutes from April 18, 2022

**IV. Homeowner Forum**

- A Homeowner sent an email request to the Board to have the basketball court relined and include pickleball lines.  
*After a discussion, the Board thanked the homeowner for the inquiry; however, this is not in the budget this year.*

**V. Financials** – LeeAnn Bohman reviewed the Financials.

**HOA Financials:**

**Income:**

Under budget \$23,000 in March Assessments  
Over budget \$1,400 for working capital in March  
Over budget \$2,000 for violation fines in March  
Under budget \$1,100 for reimburse expense in March  
\* YTD Under Budget \$9,900 - Negative

**Expenses**

**Administrative Expenses:**

Under budget \$550 for Management Salary  
Under budget \$350 for legal expense  
Over budget \$600 in Lien/Collection Cost - Paid M&M for monies owed in Escrow  
Under budget in EPP \$1,000 - Starting January 2022 (ACC Filing Fee, EPP, Bank Charges, Printing and Billing Statements) combining these items under Administration. I will be revising budget to submit into Jenark.  
\* Under budget YTD \$600 - Positive

**Utilities:**

Water under budget \$5,700 for March  
\* Utilities YTD under budget \$18,000 - Positive

**Landscaping:**

Under budget \$1,050 in landscape contract  
Under Budget \$650 in irrigation repairs in March  
Under budget \$7,400 in fertilizer for March  
Under budget \$2,900 in tree trimming  
Over budget \$1,300 in landscape dump fees  
\* Landscape YTD under budget \$25,400 – Positive

**Patrol Service:**

Security gas over budget \$400 for March  
Over budget \$400 security – Raises for employees  
Under budget \$500 in Vehicle Maintenance  
\* Security YTD over budget \$1,200

**Common Area:**

\* YTD Under budget \$1,100 in common area maintenance - Positive

**Total Expenses:** Under budget YTD \$43,800 - Positive

**Surplus/(Deficit) Before Reserves:** YTD over run \$33,000

**Reserve Contributions:**

YTD over-run is \$105

January - \$2,940 - Painting electrical boxes

February - \$4,288 – Wall Replacement, \$1,560 for completion of electrical, \$4,842 HOA wall painting

March - \$10,000 Tree Replacement, \$1,014 Granite

**Total Surplus -** YTD over-run is \$25,000

**Golf Courses Financials:**

**Income:**

Under budget \$1,000 in Golf Course lease (March and April lease will show in April financials)

Under budget \$1,600 in insurance reimbursement (will see payment in April financials)

**Expenses:**

**Administrative Expenses:**

Over budget \$9,200 for insurance (We had a \$9,000 Revenue Audit)

\* YTD Under budget \$3,900 – Positive

**Total Expenses:**

\*Under budget - \$3,900 Positive

**Surplus/(Deficit) Before Reserves Reserve Contributions:**

\$2,900 - Positive

**Reserve Contributions:**

Reserve contributions over run of \$8,200 (CIF Fund)

January - \$6,698 last 50% installation door payment

February- No Expenses

March - \$17,659 - 12 Heaters/Patio, \$1,739 AC duct in restaurant

A **Motion** was made by Jeff Brown to authorize Kamin Havens to obtain a Costco credit card to be able to utilize lower gas prices, seconded by Brad Whitehouse. With no further questions or discussions, the **motion passed 7-0.**

A **Motion** was made by Beth Patton to acknowledge that the Board has fulfilled its duty to review the financials March 1, 2022, and March 31, 2022, including the reconciliation of the operating and reserve accounts, and the actual revenues and expenses for the operating and reserve accounts compared to this year's budget; seconded by Jan Wallace. **Motion passed 7-0.**

## VI. Reports

**A. Manager's Report:** Kamin Havens reviewed the Manager's Report for the periods ending March 1, 2022, and March 31, 2022. A copy of the report is included in the Board packets.

### **Administrative Update – FSRConnect Report:**

114 Total calls for March

12 New homeowners in the community for March

16 Architectural requests received for April's meeting

305 Violations were sent out in March

### **B. Committee Reports:**

#### **1. Security Committee (Jeff) – Monthly Security Report**

Jeff Brown provided the update of incidents that have occurred in March.

#### **2. Golf Committee (Barry) - Update**

Kamin Havens, on behalf of Barry, advised there are no new updates.

Jeff Brown advised Toptracer is still in process.

#### **3. Events Committee (Greg) – Update**

Greg shared the upcoming events and activities that are planned. The upcoming events are posted on the website, Facebook, and newsletters.

Suggestions for next years AugustaPalooza is to consider food trucks for more food options, and a suggestion was shared for a possible shred-a-thon event.

#### **4. Website – (Kelly) Update**

Kamin Haven provided the update on behalf of Kelly. Kelly is continuing the updates to the website, newsletters, and Facebook. Featured events are updated weekly. The calendar has links directly to each event.

Kamin Havens will research the concerns of the approximate 300 emailed bounced back notices received from sending the newsletters.

Augusta Ranch Homeowners Association  
Board of Directors Open Session  
Meeting Minutes from April 18, 2022

The next newsletter will feature articles on the new paint colors, aggressive dogs and general information related to dogs, watch for children in streets with summer approaching and information related to scorpions dangers and how to handle them. Jan Wallace will send Kelly pictures from the helicopter at the golf tournament.

**5. Landscape Committee (Dave) – Tree Trimming Quote**

- The water numbers are not available this month as only 5 of 15 meters had bills posted.
- There have been Bee issues
- The plants/flowers are done with the exception of the roundabouts and one tree is forthcoming.

• **Tree Trimming Bid**

The Board discussed and reviewed the bid from ProQual Landscaping to trim trees for the purpose of thinning out canopies, provide adequate clearance, remove dead and diseased branches and remove excessive end-weight from branches.

A **Motion** was made by Brad Whitehouse to accept the ProQual Landscaping estimate, #28543 dated 04/07/2022 in the amount of \$30,929.00, seconded by Jeff Brown. With no further questions or discussions, the **motion passed 7-0**.

**6. Newsletter Committee (Jan) Any ideas for May**

- Photos will be shared from the Field of Honor golf tournament for the newsletter and website.

**7. Architectural Committee (Beth/Brad) – April applications**

All have been reviewed and addressed.

- ❖ **REMINDER TO HOMEOWNERS** – Architecture requests “**must**” be submitted for changes to the exterior of your home such as paint, doors, landscape, etc. **before** work begins. If an approved project has not been completed within a year of the approval a new request “**must**” be submitted.

**April Architectural Report**

- A. 2462 S. Drexel – Paint - Approved
- B. 2035 S. Alicia – Paint- Approved
- C. 2313 S. Faith – Landscape – Needed more information
- D. 9239 E. Medina – Driveway - Approved
- E. 9253 E. Medina – Walkway - Approved
- F. 9527 E. Los Lagos Vista – Pergola/Patio - Approved

Augusta Ranch Homeowners Association  
Board of Directors Open Session  
Meeting Minutes from April 18, 2022

- G. 9535 E Naranja – Paint - Approved
- H. 9629 E. Natal – Paint - Approved
- I. 9910 E. Natal – Paint roof tile - Approved
- J. 9910 E. Natal – Pavers - Approved
- K. 9806 E. Keats – Gate - Approved
- L. 2318 S. Vincent – Gazebo – Approved with stipulation (Must bury post 1 foot)
- M. 9262 E. Milagro – Greenhouse – Not approved (Must remove within 60 days)
- N. 9262 E. Milagro – Gazebo - Not approved (Must remove within 60 days)
- O. 9262 E. Milagro – Paint - Approved
- P. 9262 E. Milagro – Shed – Not approved (Must be under 9ft. )
- Q. Review – 9907 E. Monte – No 45 Degree Angle (Approved)
- R. 2213 S. Faith – Putting green approved with the stipulation that the flag needs to be removed when not in use.
- S. 9729 E. Lobo – new energy efficient windows
- T. 9564 E. Los Lagos – Solar
- U. 9664 E Navarro - Landscaping

**VII. Old Business**

**A. Acknowledgement of Action outside of meeting, if any.**

None

**VIII. New Business**

**A. Paint Colors**

The Board reviewed the 15 updated paint color schemes and door schemes.

A **Motion** was made by Jan Wallace to approve the paint color schemes and door color schemes, seconded by Beth Patton. With no further questions or discussions, the **motion passed 7-0**.

**B. Reserve Study Update**

Kamin Havens provided the Board with two separate bids for reserve study updates. The last reserve study was done in October 2018. It is recommended that reserve study updates be done every three to five years. Taking into consideration the pricing increases and inflation it would be advantageous to have the update to adjust the Reserves to keep on target.

A **Motion** was made by Brad Whitehouse to accept The Felix Reserve Group Reserve Study Proposal for the Augusta Ranch Golf Course dated March 29, 2022, bid AZ1020-1 for the option of Update w/site visit – 10 weeks in the amount of \$3,130 and bid AZ1019-1 dated March 29, 2022,

Augusta Ranch Homeowners Association  
Board of Directors Open Session  
Meeting Minutes from April 18, 2022

for the Augusta Ranch Homeowners Association with the option of Update w/no site visit – 10 weeks in the amount of \$1,500, seconded by Beth Patton. With no further questions or discussions, the **motion passed 7-0**.

**C. 2022 Annual Meeting**

The Annual meeting is planned for May 16, 2022 @7:00 P.M. (check in begins at 6:30 P.M.) at Scratch Pub & Grill. The Board authorized a budget of \$200 for appetizers.

Kamin Havens advised the ballots have been sent – reminder to vote.

**D. Inflation**

**Kamin Havens** discussed how inflation is affecting the association. In the areas of security, the budget will be over in the amount of \$12,000 to keep up with competitive salaries, the flowers in the fountains increased \$500 more than in October 2021, the Easter event was \$1,465 more than the last Easter event in 2019 and AugustaPalooza cost increased \$1,200 more than the November 2021 event. Costs are rising, it will be necessary to keep a close eye on the budget and increase for next year.

**IX. Scheduling of Next Board Meeting**

The next Board of Director meeting will be the annual meeting scheduled for May 16, 2022.

**X. Adjournment**

With no further business before the Board, President Jeff Brown adjourned the Open Session meeting at 7:43 P.M.

Respectfully Submitted,  
Beth Ann Schuster-Moore  
Minute Taker

Augusta Ranch Homeowners Association  
Board of Directors Open Session  
Meeting Minutes from April 18, 2022