

**Augusta Ranch Homeowners Association  
c/o FirstService Residential**

**Board of Directors  
Open Session Meeting Minutes  
January 17, 2022  
Via Zoom**

**Present:**

**Board Members:**

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

**Board Members Absent:**

Barry Matlack, Secretary  
David Kovach, Director

**FirstService Residential Representatives:**

Kamin Havens, Community Manager

**2 - 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. January Agenda**

The Board approved the January meeting agenda.

**III. Minutes - Review And Approval Of November 15, 2021 Board Meeting**

A **Motion** was made by Beth Patton, to approve the minutes from the November 15, 2021 Board meeting as presented, seconded by Jan Wallace. **Motion passed 7 - 0**

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**IV. Homeowner Forum**

No questions, comments, or concerns from Homeowners present.

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

**HOA Financials:**

**Income:** Over budget \$25,500 in December Assessments. Over budget \$1,200 for working capital in December. Over budget \$650 for violation fines in December. Under budget \$1,350 for reimburse expense in December. Over budget \$60,000 for golf course transfer - YTD is finally on budget.

\* YTD under budget \$21,500 in Income - Negative (Actually \$68,500 surplus if the surplus of 2020 did not go on 2021 budget)

**Expenses**

**Administrative Expenses:** Under budget \$450 for legal, Under budget \$300 for Management Salary. Under budget \$800 for legal. Under budget \$5,750 in Audit/Tax as it was transferred to golf course budget. Under budget \$994 for EPP for December as we have not received the November and December invoice. Under budget \$300 for violation notices Over budget \$6,300 for \$2,300 AZ Bounce Pro (AugustaPalooza), \$100 Movie license, \$420 Dumpster, \$5000 reported in Manager's Visa Reconciliation for November. Under budget \$14,500 for property taxes -\$14,500 was transferred to golf course budget.

\*Under budget YTD \$13,000 Positive

**Utilities:** Water under budget \$5000 for December.

\* Utilities under budget \$9, 500- Positive

**Landscaping:** Under Budget \$750 in irrigation repairs in December. Over Budget \$500 in shrubs as it was budgeted in a previous month. Under budget \$3,300 in fertilizer for December. Over budget \$2500 in landscape dump fees

\* Landscape under budget \$17,500 YTD -Positive

**Patrol Service:** Security gas over budget \$1,200 for November and December invoice

\* Security under budget \$550 YTD - Positive

**Common Area:** Over budget \$400 for building maintenance - Painting of doors on restaurant. Under budget \$900 common area maintenance/repairs. Over budget \$380 for fountain repair - new chlorinator, drained and acid washed.

\*Under budget \$3,900 YTD in common area maintenance - Positive

**Total Expenses: Under budget YTD \$44,300 - Positive**

**Surplus/(Deficit) Before Reserves: YTD over run \$22,800**

**Reserve Contributions:** YTD over-run is \$99,500 (\$90K transferred surplus from 2020 budget) Reserve Study total is \$23,500 and we spent \$93,000.

No expenditures in January. No expenditures in February. \$4,000 for HOA wall paint - March. \$7,000 for rebuild of monument and granite for community - April. No expenditures for May. \$7,620 for paint maintenance of HOA walls, mailboxes outer loop - June. \$5,925 for Metal enclosure for truck and mailbox painting - July. \$3,000 HOA wall paint - completed 2021. \$3,150 Mailbox painting - September Expense. \$4,287.83 9765 E. Natal- September Expense. \$4,287.83 Vandalism on 9731 E. Kiowa - September Expense - On homeowner's account. \$1,628.25 2465 S. Joplin - September's expense. \$38,133 - \$6,270 Deposit for ProShop carpet, \$19,250 Deposit for Ellsworth wall, \$7,470 Carpet completion, \$5,143 GC paint completion \$19,500 - Final reserve payment for wall. Credit of \$5200 reclassified to golf course reserves.

**Total Surplus - YTD over-run is \$6,100.**

**Golf Courses Financials:**

**Income:** Over budget in golf course transfer - Now the YTD is corrected. Under budget \$800 for golf course lease as we gave credits to golf course for paying all bands at AugustaPalooza in November's invoice.

\* YTD -Over budget \$5,100 - Positive

**Expenses:**

**Administrative Expenses:** Over budget \$2,050 in Professional Fees from October's assessment. Over budget \$5,750 for 50% of audit tax that was completed. Over budget \$14,500 for property taxes that were transferred from the HOA budget. Under budget \$769 for interest expense as it decreased, Over budget \$300 for insurance as it has increased.

\* YTD under budget \$13,500 - Positive

**Total Expenses:** Under budget - \$13,500 - Positive

**Surplus/(Deficit ) Before Reserves Reserve Contributions:**  
**Surplus - \$18,650 Positive**

**Reserve contributions:**

Reserve contributions over run of \$27,200.  
January - \$2175 Section 4 painted. February - No expenditures. March - \$190 Barn Door Tracks, \$1,061 Deposit for dumpster gate, \$3,000 for ProShop roof, \$10,342 Pump Repair. April - No expenditures. May - \$1,870 Monument Rebuild(Needs to reclassified to HOA). June - No Reserve Expense. July - No Reserve Expense August - \$5,822 Deposit for restaurant doors. September - \$1,061 Other half of dumpster gate, \$11,500 AC for Restaurant. October - Painting of golf course Sections. November \$33,778 Parking lot crack and seal. December - \$14,318 New Kitchen.

**Total Surplus (Deficit): Over-Run - of \$65,750.**

A **Motion** was made by Beth Patton to acknowledge that the Board has fulfilled its duty to review the financial November 1, 2021, to December 31, 2021, 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 Greg Pifer. **Motion passed 7 - 0.**

**A. Extra Payment on NCB Loan**

Kamin Havens made a recommendation that an extra payment toward the NCB loan be made out of HOA reserve since there is a surplus of \$22,000 even with the extra \$90K that was put into Reserves in 2021.

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A **Motion** was made by Brad Whitehouse to approve the extra payment towards the NCB Loan, 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 November 1, 2021 - December 31, 2021.

**Administrative Update - FSRConnect Report:**

195 Total calls for November and December  
34 New homeowners in the community for November and December  
23 Architectural requests received for January's meeting  
125 Violations were sent out in November and December

**B. Committee Reports:**

**1. Security Committee (Jeff) - Monthly Security Report**

No issues. The homeless behind the Palms has been addressed and lighting has been requested to deter the homeless.

Kamin Haven requested Kelly Hill to continue running the ad for security.

**2. Golf Committee (Barry)- Capital Improvements for 2022**

The January meeting has been postponed. The Committee is working on priorities. The top three include the water pipes in the kitchen, drainage repairs and the patio heating.

**3. Events Committee (Greg) - Movie Contract**

Greg Pifer reported on the upcoming events.

The piano event was cancelled, the vendor refunded for the event, they offered half off the next event and refunds were sent to those that paid to attend the event.

The upcoming events will be posted on the website, Facebook, and newsletters.

**4. Website - (Kelly)**

Kelly reported she is continuing the updates to the website, newsletters, and Facebook.

Kelly advised the Board there are over 700 followers currently on Facebook compared to around 600 in May.

Kelly suggested adding themes to the newsletters related to the month and add articles related to that theme. Kelly also inquired if there is interest in displaying swag for Augusta Ranch and/or golf course on the website to sell. The Board felt these were good ideas and Kelly will reach out to the Golf Course to discuss.

**5. Landscape Committee (Brad) - Reserve Study Plan for Plants/Trees, water numbers**

The water numbers were shared. Kamin added this is the first time the water has been underbudget since 2017. All is looking good and trimmed. The greens are looking good. January is the month to cut back roses to enhance new growth.

The Reserve Study has an allotment of \$30,000 for new plants and trees. The focus is being put on the entrances for the beginning of 2022, other areas will be reviewed after this is completed. A quote was received from ProQual with a list of plants and trees provided to them by Kamin and others after the areas were inspected.

A **Motion** was made by LeeAnn Bohman to accept the bid from ProQual in the amount of \$15,000 to be paid from the Reserve Funds and planting to begin at the end of February, seconded by Brad Whitehouse.

**Motion passed 7 - 0.**

**6. Newsletter Committee (Jan) Any ideas for February-Annual Meeting**

Jan provided the update for flyers and requested any ideas or suggestions to send them to Jan or Kelly. Kamin noted that the annual meeting items should be included.

**7. Architectural Committee (Brad) - December and January applications - All have been reviewed and addressed.**

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❖ **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.

- a. 9630 E. Naranja - paint
- b. 2334 S. Vincent - solar
- c. 9232 E. Medina - sconces
- d. 9237 E. Madero - artificial turf
- e. 9635 E. Lindner - paint
- f. 9635 E. Lindner - landscape diagram
- g. 9752 E. Meseto - gate courtyard - Denied - need more information (update - after info received approval was granted.)
- h. 9819 E. Nopal - basketball hoop
- i. 9916 E. Monte - paint (SW denied)
- j. 9916 E. Monte - paint (DE Approved)
- k. 9865 E. Natal - paint
- l. 9806 E. Meseto - paint
- m. 9326 E. Kiva - paint
- n. 9742 E. Navarro - RV gate
- o. 2528 S. Keene - paint
- p. 2717 S. Faith - paint
- q. 9226 E. Madero - paver sidewalk
- r. 9232 E. Medina - driveway
- s. 9603 E. Los Lagos Vista - tile - need more information
- t. 9419 E. Mendoza - paint
- u. 9515 E. Monte - solar
- v. 9525 E. Meseto - solar
- w. 9547 E. Lindner - windows
- x. 9339 E. Monterey - letter
- y. 2105 S. Bristol - remove grass and add gravel (with stipulation)
- z. 2607 S. Keene - paint scheme 20

**VII. Old Business**

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

None

**VIII. New Business**

**A. GMS 2022 Proposal**

Proposal from Golf Maintenance Solutions (third party assessor) for three assessments a year on the golf course.

A **Motion** was made by Brad Whitehouse to accept the bid from GMS dated January 1, 2022, for three site visits scheduled for May, August, and November at \$2,000 per visit, seconded by Greg Pifer. **Motion passed 7-0.**

**B. Short Term Rental Amendment**

Kamin recommended and discussed with the Board that in 2022 they concentrate on getting a "Short Term Rental Amendment" approved. The number of inquiries and requests are increasing. Corporations are buying homes and turning them into rentals and Airbnb's. This also becomes a security issue for residents. Kamin included an example ballot that another HOA got approval by the members in 2021. For Augusta Ranch we need 75% of all eligible voters (not delinquent) to amend our CC&Rs. That would be 1656 written consents(written consents don't expire).

A **Motion** was made by Beth Patton to move forward with trying to amend the CC&R's for no short term rentals under 30 days, seconded by Jan Wallace.

**Motion passed 6-0** (LeeAnn Bohman not present for the vote.)

**C. Capital Improvements HOA**

Kamin Havens shared the following capital improvements with the Board. No questions or concerns from the Board.

1. Concrete Sidewalk Repairs (parks) - \$3,300
2. Block/Stucco Perimeter Repair and paint - \$33,500
3. Granite Replenishment - \$19,000
4. Landscape Replacement - \$5,500
5. Tree Replacement - \$26,250
6. Fountain Equipment - \$3,300
7. Office AC Unites - \$7,000
8. Contingency - \$11,000

**D. Insurance Quote 2022-2023**

Kamin Havens shared with the Board the Association is in the middle of a 3-year guarantee for insurance. There is an increase of \$1,250 which FirstService Residential Insurance Department thought was great since they are seeing an increase of 15-30%.



A **Motion** was made by Brad Whitehouse to accept the Mahoney Group 2022-2023 renewal increase, seconded by Beth Patton.

**Motion passed - 6-0.** (LeeAnn Bohman not present for the vote.)

**E. New Paint Colors - Dunn Edwards**

Kamin discussed with the Board working with Dunn Edwards to update the color schemes, they have not been updated since 2016. Kamin will bring the new schemes to the Board for approval at a future meeting.

**IX. Scheduling of Next Board Meeting**

The next Board of Director meeting is scheduled for February 21, 2022.

**X. Adjournment**

With no further business before the Board, President Jeff Brown adjourned the Open Session meeting at 7:52 P.M.

Respectfully Submitted,  
Beth Ann Moore  
Acting Recording Secretary