

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

**Board of Directors
Open Session Meeting Minutes**

July 18, 2022 @ 6:30 P.M.

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

Present:

Board Members:

Greg Pifer, Vice-President
David Kovach, Director
Jan Wallace, Director
Brad Whitehouse, Director
Beth Patton, Director

Board Members Absent:

Jeff Brown, President
LeeAnn Bohman, Treasurer
Barry Matlack, Secretary
Kelly Hill, Director

FirstService Residential Representatives:

Kamin Havens, Community Manager

0 - Homeowners were Present

I. Call to Order

Vice President Greg Pifer called the Open Session of the meeting to order at 6:30 P.M.

II. July Agenda

The Board approved the July meeting agenda.

III. Minutes - Review and Approval of June 27, 2022, Board Meeting

A **Motion** was made by Beth Patton to approve the minutes from the June 27, 2022, Board meeting as presented, seconded by Jan Wallace.

Motion passed 5-0.

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

IV. Homeowner Forum

No homeowners in attendance.

V. Financials

The Financials were reviewed to acknowledge the Board fulfilled their duty to review the financial statement for periods ending June 1, 2022, and June 30, 2022, including the reconciliation of the operating and reserve accounts, the actual revenues and expenses for the operating and reserve accounts compared to this year's budget.

HOA Financials:

Income:

- Under budget \$32,500 in June Assessments
 - Over budget \$21,00 for violation fines in June
 - Under budget \$1,000 for reimburse expense in June
 - Under budget \$120,000 for additional reserve contribution
- * YTD Under Budget \$140,000 - Negative

Expenses

Administrative Expenses:

- Under budget \$1,100 for Management Salary
 - Over budget \$2,800 Rebill Expense as it was budgeted in May
 - Under budget \$200 for legal expense
 - Under budget \$1,200 in Social Event Expense (Over budget \$10,000 as of June 30, 2022). \$5,363 are expenses from the association credit card in December but paid in January. See attached sheet for expense.
- * YTD - Over budget \$16,000 - Negative

Utilities:

- Water under budget \$4,500 for June
- * YTD Utilities under budget \$37,000 - Positive

Landscaping:

- Under budget \$1,050 in landscape contract
 - Under budget \$750 in irrigation repairs in June
 - Over budget \$1,000 in flowers as it was budgeted for last month
 - Over budget \$13,800 in fertilizer for June (Over budget \$11,900 YTD - \$950 in extras, \$1,300 invoice from December 2021, put pre/post in fertilizer \$2,000, \$4,800 in human error from April's Monthly budget)
 - Under budget \$2,900 in tree trimming
 - Under budget \$1,400 in landscape dump fees
 - Over budget \$300 in Pre/Post
- *YTD under budget - \$17,000

Patrol Service:

- Over budget \$550 security gas for June - Gave security their Costco Visa this month.
 - Over budget \$550 security
 - Under budget \$600 in Vehicle Maintenance
- *YTD - Security over budget \$4,500 – Negative

Common Area:

- Under budget \$900 in common area maintenance and repairs
 - Over budget \$1,500 in exterminating
- *YTD - Under budget \$1,800 in common area maintenance - Positive

Total Expenses: YTD - Under Budget \$35,000 – Positive

Surplus/(Deficit) Before Reserves: YTD under run \$105,132

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
- April - Wall painting \$4,635, Tot Lot Repairs \$11,434
- May - \$441 Breezeway Painting, \$8,100 Perimeter Wall Paint, \$15,760 Installation of trees/plants
- June - \$7,950 Painting of HOA wall

Total Surplus (Deficit) - YTD Over-run is - \$47,378

Golf Courses Financials:

Income:

- Over budget \$1,000 in Golf Course lease - May & June paid
 - Over budget \$3,000 in insurance reimbursement - May & June Paid
- * YTD - Over budget \$4,300 - Positive

Expenses:

Administrative Expenses:

- Over budget \$150 for insurance as it has increased
 - Over budget in Interest expense due to the extra payment made in May
- * YTD over budget \$14,700 – Negative

Total Expenses:

*Over Budget - \$14,700 - Negative

Surplus/(Deficit) Before Reserves Reserve Contributions:

- Deficit - \$10,350 Negative

Reserve Contributions:

- Reserve contributions over run of \$23,000 (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
- April - install clean outs in kitchen
- May - No Expenses
- June - No Expenses

Total Surplus (Deficit)

- Under-Run of \$59,000

A **Motion** was made by Brad Whitehouse to acknowledge that the Board has fulfilled its duty to review the financials June 1, 2022, and June 30, 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 5-0.**

VI. Reports

A. Manager's Report: Kamin Havens reviewed the Manager's Report for the periods ending June 1, 2022, and June 30, 2022. A copy of the report is included in the Board packets.

Administrative Update – FSRConnect Report

94 Total calls for June

9 New homeowners in the community for June

9 Architectural requests received for July's meeting

169 Violations were sent out in June

B. Committee Reports

1. Security Committee (Jeff) – Monthly Security Report

- Brian Cook submitted his resignation, interviews are taking place for his replacement.
- Mesa Police has a program that can add cameras at the entrances that will record license plates as vehicles enter and leave the community. The Board requested Kamin Havens to schedule a demo to learn more about the program and costs.

2. Golf Committee (Barry)–No update until August, Meeting July 28

No updates

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.

There is an update - the BBQ scheduled for August 27th has been cancelled.

4. Website – (Kelly) Update

No updates

The October Fest 2022 flyer is on the website along with the registration for vendors. If anyone knows of vendors that are interested direct them to AugustRanchEvents.org.

5. Landscape Committee (Dave) – Update

- Dan has been working on irrigation repairs. The Board has requested Kamin Havens to review the Irrigation Reserves and obtain and update quote from ProQual to prepare to discuss at the September meeting.
- There will be no charge for the extra landscape crew member in July.

6. Newsletter Committee (Jan) Any ideas for August

- Ideas and suggestions are welcomed.
- A recommendation was made to add referrals for handyman and landscape services.

7. Architectural Committee (Beth/Brad) – July applications

Applications are being reviewed, approved or requests sent for additional information.

- ❖ **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.

July Architectural Report

- A. 9535 E. Los Lagos Vista – Front Door Remodel - Approved
- B. 9535 E. Los Lagos Vista – Double Gate - Approved
- C. 9535 E. Los Lagos Vista – Driveway (pavers) – APS Must install a 45-degree angle
- D. 2607 S. Bristol – Paint - Approved

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

- E. 2615 S. Bristol – Paint - Approved
- F. 2746 S. Vincent – Paint - Approved
- G. 9445 E. Meseto – Paint - Approved
- H. 9916 E. Monte – Landscape - Approved
- I. 9745 E. Lobo – Windows – APS - Must get liked style trim or paint exterior of home to compliment window trim.

VII. Old Business

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

None

VIII. New Business

A. Architectural Guidelines Revisions

The Board reviewed guideline revisions. No action was taken, this agenda item has been postponed to the August meeting to allow further review and Mesa Code verification.

B. Officers and Directors Positions

The following **nominations** were made:

- Jan Wallace nominated Jeff Brown to remain as President, Brad Whitehouse seconded the motion. Jeff Brown has accepted the nomination
- Jan Wallace nominated Greg Pifer to remain as the Vice President, Beth Patton seconded the motion. Greg Pifer accepted the nomination.
- Jan Wallace nominated LeeAnn Bohman to remain as the Treasurer, seconded by David Kovach. LeeAnn will be contacted of the nomination for a confirmation of acceptance.
- Jan Wallace nominated Barry Matlack to remain as the Secretary, seconded by Beth Patton. Barry will be contacted of the nomination for a confirmation of acceptance.

The final election of officers will be postponed to the August meeting pending confirmation of acceptance from LeeAnn Bohman and Barry Matlack.

C. Committee Jobs

Kamin Havens provided a list of the Committee jobs. The list will be finalized at the August meeting due to the absence of some Board Members.

D. Mid-Year Pricing Resolutions

The President and Treasurer have received information and a video in regard to these mid-year pricing increases. The Board went through each item, Kamin Havens provided an explanation of why they are asking for an increase.

A **Motion** was made by David Kovach that the Board of Directors approves a 7% increase to the FirstService base management fee effective June 1, 2022, a 7% increase to the FirstService base management fee effective January 1, 2023, and a 7% increase to the Resident Communications Compliance Fee effective August 1, 2022. These resolutions are deemed to be the Board's consent to FSR's performing its servicing on the terms set forth by these resolutions. The motion was seconded by Beth Patton. **Motion passed 5-0.**

IX. Scheduling of Next Board Meeting

The next Board of Directors meeting is scheduled for August 15, 2022.

X. Adjournment

With no further business before the Board, Vice President Greg Pifer adjourned the Open Session meeting at 7:24 P.M.

Respectfully Submitted,
Beth Ann Schuster-Moore
Minute Taker