

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

**Board of Directors
Open Session Meeting Minutes
June 21, 2021**

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

Present:

Board Members:

Jeff Brown, President
Greg Pifer, Vice-President
LeeAnn Bohman, Treasurer
Barry Matlack, Secretary
David Kovach, Director
Brad Whitehouse, Director
Jan Wallace, Director
Kelly Hill

Board Members Absent:

Beth Patton, 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. June Agenda

The Board approved the May meeting agenda.

III. Minutes - Review And Approval Of May 17, 2021 Board Meeting

PROPOSED RESOLUTION: Brad Whitehouse moved to approve the minutes from the May 17, 2021 Board meeting as presented, seconded by Jan Wallace. **Motion passed 8 - 0**

IV. Homeowner Forum

No comments or questions were presented to the Board.

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

HOA Financials:

Income: Under budget \$2,800 for assessment income for May. Under budget \$900 for working capital in May. Over budget \$135 for violation fines in May. Under budget \$630 for reimburse expense in May. Over budget \$30,000 as a 2nd transfer was made in error in May - Now everything is correct.

* YTD under budget \$68,000 in Income - Positive \$22,000 (\$90K surplus from 2020 was transferred to the reserve account)

Expenses

Administrative Expenses: Over budget \$2,800 for Management Salaries as we paid 3 billing cycles in May. Under budget \$2,500 for Lien/Collection cost - paid in escrow and due to M&M. Under budget \$4,000 for rebill expense in May. Under budget \$8,000 for audit as we have not been billed yet. Under budget \$700 for legal in May. Under budget \$1,000 for Social Event expense in May.

*Under budget YTD \$18,300- Positive

Utilities: Water under budget \$3,800 for May.

* Utilities under budget \$19,300 - Positive

Landscaping: Under Budget \$3,000 for Backflow Inspections- paid in April. Over budget \$2,600 in Tree Trimming/Removal - Removal of dead trees. Under budget \$450 in Landscape dump fees in May. Over budget \$2,200 in Pre/Post Emergent as we have not been billed yet.

* Landscape under budget \$38,000 YTD -Positive

Patrol Service: Security under budget \$1,000 YTD - Positive

Common Area: Over budget \$1,250 in common area maintenance - power wash sidewalk, battery for solar light, power wash Compton Park, graffiti, fido bags, Tot Lot inspections, graffiti removal, and trash bags.

* Under budget \$2400 YTD in common area maintenance - Positive

Total Expenses: Under budget YTD \$78,000- Positive

Surplus/(Deficit) Before Reserves: YTD over run \$9,800

Reserve Contributions: YTD over-run is \$7,800 (\$90K transferred surplus from 2020 budget).

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.

Total Surplus (Deficit): YTD over-run is \$87,000

Golf Courses Financials:

Income: Over budget \$3,144 Insurance Reimbursement - Insurance came out of HOA account and has now been transferred to golf course. Over budget \$100 for golf course lease (March and April invoice). Under Budget \$30,000 as a 2nd transfer was accidentally transferred. Each account is now correct.

* YTD -Over budget \$5,200- Negative

Expenses:

Administrative Expenses: Under budget \$7,500 for Audit as we have not been billed yet. Under budget \$450 for interest expense.

* YTD under budget \$16,500 Positive

Total Expenses: Under-budget - \$16,500 Positive

Surplus/(Deficit) Before Reserves Reserve Contributions:

* Over Budget - \$21,600

Reserve contributions over run of \$15,800. January - \$2,175 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)

Total Surplus (Deficit): Under-Run - of \$2,900

Proposed Resolution: Jan Wallace acknowledged that the Board has fulfilled its duty to review the financial statements for the HOA and Golf Course for the periods ending May 1, 2021, and May 31, 2021, including the

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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 8 - 0.**

VI. Reports

A. Manager's Report: Kamin Havens reviewed the Manager's Report for the periods ending May 1, 2021 - May 31, 2021.

Administrative Update - FSRConnect Report:

97 Total calls for May
20 New homeowners in the community for May
10 Architectural requests received for the June meeting
147 Violations were sent out in May

B. Committee Reports:

1. Security Committee (Jeff) - Monthly Security Report

Jeff Brown reported all is good. There were a few police situations that were handled, they have had some open garage doors and parking issues. There was a group of youths that were apprehended, since that occurred a lot of the vandalism and thefts have stopped.

2. Golf Committee (Barry)

Barry reported that all is going well, the activity has slowed down, most likely due to people returning to work and children's activities. Barry discussed erosion concerns and spoke to the Board about starting now to prepare a plan of action for future repairs.

3. Events Committee (Greg) - Events tentatively scheduled for 2021 (Calendar attached)

Greg Pifer reported on Upcoming Events:

June 30 - EggsQuisite Sweets
July 1 - Thursday Burger Night
July 2 - Friday Dinner Feature
July 6 - Trivia and Prizes
July 14 - Summer Kids Club

- Reminder to homeowners to review the calendar (website, the new Event Website, Facebook, and newsletter) it is filling up for the remainder of the year with fun events and activities.

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4. Website - New Events Website (Kelly)

Kelly updated the Board on the new website that is located at: www.augustaranchevents.org. The website is very interactive and informative.

*Reminder to homeowners and residents - there are three resources available to keep up to date on events, links to resources, and important information to bring the community together: Facebook, Newsletter, and the event's website.

5. Landscape Committee (Dave Kovach)

The Baldwin Park is now being metered and billed. The June bill has been the highest since 2012. Staffing issues are being addressed. The Board confirmed they would move forward with the overseeding project.

6. Newsletter Committee (Jan) Any ideas for July?

Jan requested newsletter ideas to be sent to her. The Board requested that pool backwashing be addressed.

7. Architectural Committee (Brad/Beth) - Architectural Applications - All have been reviewed and addressed.

- a. 2548 S. Bernard - Paint
- b. 2548 S. Bernard - Sconces
- c. 2548 S. Bernard - House Numbers
- d. 2110 S. Joplin - RV Gate
- e. 2110 S. Joplin - Picture
- f. 2110 S. Joplin - Reference picture
- g. 2110 S. Joplin - Driveway
- h. 9648 E. Lobo - Awning
- i. 9648 E. Lobo - Awning
- j. 9717 E. Naranja - Pavers
- k. 9717 E. Naranja - Pavers
- l. 9811 E. Nopal - Paint
- m. 9845 E. Natal - Landscape
- n. 9845 E. Natal - Landscape
- o. 9845 E. Natal - Sketch of front yard
- p. 9915 E. Natal - Paint
- q. 9916 E. Medina - Paint
- r. Sherif - Paint
- s. 9758 E. Laguna Ave - Paint
- t. 2257 S. Faith - Paint

➤ **Address Identification/Address Markers**

The Board discussed house numbers and adopted the following policy (this policy will be included in the newsletter):

1. Each residence is required to provide and to maintain address identification numerals located on the building structure at all times which are legible and visible from the street and comply with the criteria of the City.
2. Address identification numbers shall be made of durable, low-maintenance materials such as metal, wood, tile, and paint. Materials used for address identification may not be shiny or reflective.
3. Number to be sized between 2.5" to 8".
4. Stud/Stand off mounted letters may be used and attached to the exterior wall. The mounted letters are to be made of metal. The finished coating is to be appropriate for exterior exposures. The letters are to be mounted so that the studs hold them off the finished wall fourth inch to half inch.
5. Numbers can be applied in either vertical or horizontal placement.
6. The mounting height of a horizontal address marker is to be mounted between 4.5 to 6.5 feet above the floor level or congruent with the original builder installed location.
7. Address markers and numbers are to compliment the home.
8. The architectural committee reserves the right to not approve any address identifications or address marker that the architectural committee deems in its sole discretion to be: too bold; out of character with the architecture of the home; too large; too decorative or ornate; too "artsy"; too "plain"; or otherwise inappropriate.

➤ **Committees:**
Security

- Description – Meets with supervisor on a weekly basis to see how things are going and any problems in the community. Receive patrol reports. Confidential as it holds personal information.

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Chair - Jeff Brown
Co-Chair - Greg Pifer

Landscape

- Description – Meets once a month to put monthly and yearly plans together for community landscape. Will be starting a large irrigation upgrade in the next year or so. Walks community.

Chair - Dave Kovach
Co-Chair - Brad Whitehouse

Golf Course

- Description – Needs to be odd number to break ties. Meets 1-2 times a month during the day. May need to be meet more when projects or dilemmas are taking place. This is confidential as we are working with another company.

Chair - Jeff Brown
Co-Chair - LeeAnn Bohman
Co-Chair - Barry Matlack

Website

- Description – Most documents are given once a month to put on website. Needs to keep website update for dates, times, and locations. New events and information must be kept up to date. This is all done from home.

Chair - Kelly Hill
Co-Chair - Dave Kovach

Newsletter

- Description – Newsletters are sent out once a month. This is all done from your home. Articles are written for you. You need to present in newsletter that is reader friendly and attracts the eye.

Chair - Jan Wallace
Co-Chair - Greg Pifer
Co-Chair - Kelly Hill

Collection Committee

- Description – Meets once a month at the Attorney's office during the day. Will need to go over monthly report. Very confidential.

Chair – Barry Matlack

Co-Chair –

Events Committee

- Description – Meets once a month for meetings. May meet another day before event to get things completed.

Chair – Greg Pifer

Co-Chair – Jan Wallace

Architectural

- Description – Meets once a month for meetings usually the Thursday at 9 AM before the board meeting.

Chair – Beth Patton

Co-Chair – Brad Whitehouse

VII. Old Business

- A. Acknowledgment of Action Outside of Meeting, if any
The Association's Bylaws allow the Board to act outside of a meeting. The following items were approved by the Board Directors via written consent: NONE

VIII. New Business

A. Election of Officers

LeeAnn Bohman nominated Jeff Brown for President, seconded by Barry Matlack.

Jan Wallace nominated Greg Pifer for Vice-President, seconded by Barry Matlack.

Barry Matlack nominated LeeAnn Bohman for Treasurer, seconded by Brad Whitehouse.

Jan Wallace nominated Barry Whitehouse for Secretary, seconded by Kelly Hill.

All of the above nominations passed unanimously.

B. 9765 E. Natal Block Wall

No discussion at this meeting.

C. Ellsworth Wall

Kamin Havens spoke with the City of Mesa, the builders did not put the wall in place. The wall must be 6ft. tall with an 8ft. easement. The Board has requested Kamin Havens to obtain bids for two options for the wall design.

D. Extra \$4,000 for HOA Walls

A **Motion** was made by Brad Whitehouse to approve the \$4,000 from the Reserves Fund, second by LeeAnn Bohman.
Motion passed 8 - 0.

E. Replacement of Wrought Iron on Golf Course

Homeowners along the golf course have reached out to Kamin Havens regarding replacing the wrought iron fences on their properties. This will be a 50/50 expense between the homeowners and the association.

The Board unanimously agreed to postpone pending supplies prices to come down.

IX. Scheduling Of Next Board Meeting

The next Board of Directors meeting will be July 19, 2021.

X. Adjournment

With no further business before the Board, President Jeff Brown adjourned the meeting at 8:30 P.M.

Respectfully Submitted,
Beth Ann Moore (TE: 12032601)
Acting Recording Secretary