

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

**Board of Directors
Open Session Meeting Minutes**

June 27, 2022 @ 6:30 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

3 - Homeowners were Present

I. Call to Order

President Jeff Brown called the Open Session of the meeting to order at 6:33 P.M.

II. June Agenda

The Board approved the June meeting agenda.

III. Minutes - Review and Approval of May 16, 2022, Board Meeting

A **Motion** was made by LeeAnn Bohman approve the minutes from the May 16, 2022, Board meeting as presented, seconded by David Kovach.

Motion passed 7-0.

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IV. Homeowner Forum

- An update on the short-term rentals was requested.
Kamin Havens reported 60% have voted – 300 votes short of 75% approval that is needed. The next step is for volunteers to go door to door.

V. Financials

The Financials were reviewed to acknowledge the Board fulfilled their duty to review the financial statement for periods ending May 1, 2022, and May 31, 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 \$3,100 in May Assessments
 - Over budget \$900 for working capital in May
 - Over budget \$100 for violation fines in May
 - Under budget \$1,000 for reimburse expense in May
- * YTD Over Budget \$9,550- Positive

Expenses

Administrative Expenses:

- Over budget \$2,800 for Management Salary 3/26-5/6
 - Under budget \$4,000 Rebill Expense as it was paid in April
 - Under budget \$800 for legal expense
 - Over budget \$5,000 for Audit as it was budgeted in a later month
 - Under budget in EPP \$1,000 - Starting January 2022 (ACC Filing Fee, EPP, Bank Charges, Printing and Billing Statements) combining these items under Administration). New budget submitted
 - Over budget \$1,600 printing/postage (Now the new Administration category)
Over budget \$4,800 in social expense - \$1,150 Photos for Easter, \$500 for Casino Baskets, \$4,800 on Pcard for social expense.
- *YTD \$15,600 Over budget - Negative

Utilities:

- Water under budget \$6,800 for May
- * YTD Utilities under budget \$32,300 - Positive

Landscaping:

- Under budget \$1,050 in landscape contract
- Under budget \$700 in irrigation repairs in May
- Under budget \$3,500 in backflow as it was paid in April
- Over budget \$1,000 in flowers as it was budgeted for last month

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- Over budget \$7,800 in fertilizer for May
- Under budget \$2,900 in tree trimming
- Over budget \$1,050 in landscape dump fees
- * YTD Landscape under budget \$26,150 - Positive

Patrol Service:

- Security gas under budget \$200 for May
- Over budget \$175 security – Raises for employees
- Over budget \$800 in Vehicle Maintenance
- * YTD Security over budget \$4,000 - Negative

Common Area:

*YTD Common Area Maintenance Under budget \$2,000 - Positive

Total Expenses: Under Budget YTD \$41,000 - Positive

Surplus/(Deficit) Before Reserves: YTD over run \$50,400 - Positive

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

Total Surplus (Deficit) - YTD Under-run is - \$65,212

Golf Courses Financials:

Income:

- Under budget \$1,000 in Golf Course lease - May will be paid in June
- Under budget \$1,600 in insurance reimbursement - May will be paid in June
- * YTD - Over budget \$350 – Positive

Expenses:

Administrative Expenses:

- Over budget \$150 for insurance as it has increased
- * YTD over budget \$11,100 – Negative

Total Expenses:

*Over Budget - \$11,100 - Negative

Surplus/(Deficit) Before Reserves Reserve Contributions:

- Deficit - \$10,800 Negative

Reserve Contributions:

- Reserve contributions over run of \$15,300 (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

Total Surplus (Deficit)

- Under-Run of \$13,539

A **Motion** was made by Beth Patton to acknowledge that the Board has fulfilled its duty to review the financials May 1, 2022, and May 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 Greg Pifer. **Motion passed 7-0.**

VI. Reports

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

Administrative Update – FSRConnect Report

- 84 Total calls for May
- 13 New homeowners in the community for May
- 7 Architectural requests received for June's meeting
- 143 Violations were sent out in May

B. Committee Reports

1. Security Committee (Jeff) – Monthly Security Report

- Security is getting a lot of requests for vacation home checks. Homeowners can notify security that they will be out of town, security will visit the home while vacant.
- Fireworks are a big concern this month.
- Fishing is a concern – it is posted with signs that there is "NO Fishing". The fish are not there for pleasure, they are there to keep the ponds clean.

2. Golf Committee (Barry) – Amendment to Lease & Toptracer Update

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Jeff Brown provided the update:

A meeting took place with Don and Curt regarding the new leases to be effective January 2023. As soon as the Golf Committee, Don and Curt agree on a new lease, it will be brought to the Board for a vote. The next meeting is July 20.

Toptracer is going to cost more than expected, they are still a 100% go. Lighting additions may not be needed. The lights are directional lights down range and should be far enough down to provide sufficient lighting as needed for events.

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. The Committee has purchased a generator.

4. Website – (Kelly) Update

Kamin Havens provided the update. Kelly is continuing to update the websites, newsletters, and Facebook. Featured events are updated weekly. The calendar has links directly to each event.

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

- The water numbers are not all available as two meters are not current.
- Trimmings have been done.
- The plants/flowers planting is complete.
- Some irrigation repairs have been completed.
- Grass is transitioning with water cycle increasing. The rye is turning yellow and dying off, Bermuda will be showing soon.
- Addition of an Irrigation Technician or Maintenance Crew Member. Dan would like to replace Ivan on the crew so that Ivan can work with Dan on the irrigation repairs initially for 30 days.

A **Motion** was made by LeeAnn Bohman to hire an additional maintenance crew member to replace Ivan so that he can work with Dan at a cost of up to \$7,000 for 30 days then re-evaluate for an additional 30 days effective July 1, seconded by Brad Whitehouse. **Motion passed 7-0.**

6. Newsletter Committee (Kelly/Jan) Any ideas for July

- Ideas and suggestions are welcomed.

7. Architectural Committee (Beth/Brad) – June 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.

May Architectural Report

- A. 9558 E. Nido – Landscape
- B. 9553 E. Monterey – Paint
- C. 9557 E. Keats – Windows
- D. 9462 E. Kiva – Paint, Driveway
- E. 9447 E. Kilarea – Flag Pole
- F. 9303 E. Madero – Driveway
- G. 2457 S. Joplin – Gate
- H. 2218 S. Duval – Gazebo
- I. 2457 S. Joplin – Driveway
- J. 2610 S. Keene – Paint
- K. 2745 S. Duval - Paint
- L. Review – 9907 E. Monte – Shed (City of Mesa)
- M. 9929 E. Medina – Paint
- N. 2712 S. Vincent – Paint
- O. 9630 E. Keats – Gate
- P. 9749 E. Kiva – Driveway
- Q. 9228 E. Medina – Paint
- R. 9327 E. Monterey – Driveway done prior to approval – recommendation to approve with the stipulation that the pavers be placed at 45-degree angle
- S. 2409 S. Compton – Approve with stipulation to have six 5-gallon shrubs
- T. 9745 E. Lobo – Kamin will contact the homeowner, postpone for the July meeting to review.

VII. Old Business

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

None

VIII. New Business

A. Working Fund Contribution

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Working Fund Contribution is a one-time fee that a buyer pays to the Reserve Fund for future projects and repairs. It has been \$250.00 from inception of the community until January 2017 when the Board increased it to \$300.00. Kamin Havens recommended that the Board increase the Working Fund Contribution to \$800.00 starting July 1st. This will help alleviate the rising cost in all goods and services. The Board packet includes the 2014 Working Fund Amendment, homes sold in 2020-2022 and a summary that shows what other neighborhoods are charging. If approved effective July 1st it will increase the funds \$60,000.

A **Motion** was made by David Kovach to approve the increase of the Working Fund Contribution from \$300.00 to \$800.00 effective July 1, 2022, seconded by Beth Patton. The **motion passed 7-0**.

B. Paint, Overseed, Dormant for Winter 2022

The Board discussed whether to overseed, paint or let the Bermuda go dormant in the winter of 2022. Supporting documents with cost charts, pros and cons were included in the Board packets.

A **Motion** was made by LeeAnn Bohman to only overseed Baldwin Park and cut the water off on the loop until October, seconded by Greg Pifer. The **motion passed 7-0**.

C. Fountain Rendering with Estimate

The fountain at Lancing and Ellsworth needs renovation. The pots are beyond repair with cracks and will eventually crack in half. The wall just west of the pond needs to be repaired it is falling into the lower pots as the ground beneath it is diminishing. The Board reviewed the proposed renderings of the fountain renovations.

A **Motion** was made by Jeff Brown to accept the ProQual Landscaping bid in the amount of \$15,200.00 and include the artificial turf for \$6,000.00 to be paid from the Reserve Funds, seconded by Beth Patton. The **motion passed 7-0**.

D. Flag Policy

AZ HB2010 has passed during this legislative session which adds a first responder flag and a blue or gold star flag to flags that a unit owner's association or planned community association (Association) may not restrict the outdoor display.

The Board will sign the adopted revised flag policy to accommodate the new law.

IX. Scheduling of Next Board Meeting

The next Board of Directors meeting is scheduled for July 18, 2022.

X. Adjournment

With no further business before the Board, President Jeff Brown adjourned the Open Session meeting at 7:57 P.M.

Respectfully Submitted,
Beth Ann Schuster-Moore
Minute Taker