

**Augusta Ranch Homeowners Association  
c/o FirstService Residential  
Mesa, AZ**

**Board of Directors  
General Session Meeting Minutes  
November 16, 2020  
Via Zoom Virtual Conference**

**PRESENT**

**Board Members:**

Lisa Quedens, President  
Jeff Brown, Vice President  
LeeAnn Bohman, Treasurer  
Barry Matlack, Secretary  
David Kovach, Director  
Beth Patton, Director  
Greg Pifer, Director  
Jan Wallace, Director  
Brad Whitehouse, Director

**FirstService Residential Representative:**

Kamin Havens, Community Manager

**5 Homeowners attended**

**I. Call to Order**

President Quedens called the General Session to order at 6:30 P.M.

**II. Review and Approval of October Meeting Minutes**

**MOTION:** Jan Wallace moved to approve the October 19, 2020 meeting minutes as presented, seconded by Brad Whitehouse. Motion passed 7-0, as Barry Matlack and LeeAnn Bohman joined the meeting after the vote.

**III. Review of October HOA Financial Statement**

Treasurer LeeAnn Bohman reported on the HOA Financials.

**Income:** In October, we were over budget \$34,000 in assessment income; over budget \$1200 in working capital; over budget \$3350 in violation fines; and over budget \$5600 in reimburse expenses. YTD we were over budget \$75,914 in Income, which is positive.

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**Administrative Expenses:** There were 4 billing cycles over 2 months for the management salaries, so that was over budget \$6000 for October. Over budget \$2100 in rebill expenses as it was budgeted in another month. \$500 under budget in legal fees. \$2500 under budget for billing expenses. Under budget \$15,000 in social expenses. Violation notices were over budget 4,000 as we had not been billed for a while. The P-card (Visa) from last month of \$1200 was reallocated to different categories. YTD we were under budget \$50,200 in Administrative Expenses, which is positive.

**Utilities:** Water was over budget \$4500 in October. YTD Utilities were under budget \$6,666.

**Landscaping:** Irrigation repairs were under budget \$700. Tree trimming was over budget \$10,000 for the extra tree removal. Dump fees were over budget \$950 as we paid September and part of October. Fertilizer was over budget \$4800 for the Texas Laurels that were budgeted in a different month. YTD Landscaping was over \$33,000, which is negative.

**Security:** We were under budget \$300 in vehicle expenses as most items were covered under warranty. YTD Security was under budget \$405, which is positive.

**Common Area:** Exterminating was over budget \$400 as we paid both the September and October pest control. YTD we were under budget \$3,200.

**TOTALS:** Total expenses were budgeted at \$942,924 and we only spent \$915,494 so that was under budget \$27,430 which is positive. The total operating fund was budgeted at \$58,756 and the actual was \$162,100 which was positive by \$103,344. We planned to have \$86,670 in Reserve Contributions and the actual was \$91,358 for a difference of \$4,688. There were no Reserve expenses this month. Our total Reserve fund was budgeted at \$86,670 and it was overspent by \$25,881 for a difference of \$112,551. YTD is negative \$113,000.

**MOTION:** Beth Patton moved to accept the November HOA Financial Statement as presented, seconded by Jan Wallace. Motion passed 9-0.

#### **IV. Review of October Golf Financial Statement**

Treasurer LeeAnn Bohman reviewed the October 2020 Golf Financials.

**Income:** Income was under budget by \$3200 due to the insurance reimbursement.

**Administrative Expenses:** \$8,000 over budget for the audit as it was budgeted last month. \$2000 over budget for professional fees as it was budgeted last month. \$29,500 over budget for the property taxes, which were accidentally paid in full instead of split into two payments so next year's budget will

be off by \$14,000.

**Totals:** For expenses, we had budgeted \$249,330 and the actual was \$175,325. The total operating fund was budgeted to be overspent by \$5400, the actual amount was \$65,316 for a difference of \$70,789. With the property tax, there was a difference of about \$22,000. Reserve Contributions were budgeted at \$62,680 and the actual amount was \$65,897 for a difference of \$3200 to the positive. Reserve expenses included bunker renovations, irrigation sprinklers, and painting of Sections 1 and 2. We had budgeted a total of \$62,680 and the actual was \$19,300 for an under-run of \$43,400.

**MOTION:** Beth Patton moved to accept the November Golf Financial Statement as presented, seconded by Jan Wallace. Motion passed 9-0.

#### **V. Homeowner Forum**

Several homeowners were online but had no specific comments. Christian Pallozzi wished to address the Board regarding his email to the HOA. Kamin Havens stated that Christian would be allowed to address the Board at the beginning of the Executive Session and then the Board would need to discuss the matter.

#### **IV. Golf Course Report**

**A. Financial Update** - President Quedens reported that they met with Don and the numbers remain strong as far as green fees and participation. Don was elected Secretary of the PGA which is great for Augusta Ranch and puts us on the map. Don is doing a great job and the Golf Course has remained strong through COVID. The winter visitors are back, although the Canadian numbers are not as strong.

#### **VII. Manager's Report**

Administrative Update:

120 Total calls for October.

18 New homeowners in the community for October.

7 Architectural requests were received.

167 Violations were sent out in October.

**A. Holiday Parade** - Kamin had contacted a barricade company and the pricing is \$800 for 50 barricades. The City of Mesa requires a traffic plan from the barricade company and Kamin will ask about the cost for that. A police officer who lives in Augusta Ranch may be able to help with the traffic plan. We also need to add the City of Mesa as an additional insured on the

insurance. After Kamin gets information on those additional items, the Parade can be approved and Kamin will meet with the Events Committee. She has information for a flyer to go out to homeowners about participating in the parade. President Quedens stated we will need to place door hangers to remind houses on the parade route to not park on the street and to be aware of the barricades. She asked for the Board's help in distributing the door hangers.

Barry Matlack suggested that those with golf carts can help with the door hangers. He advised that sometimes a traffic engineering consultant is hired for the traffic plan which would increase the cost. If the barricade company can do the traffic plan themselves, it would save the HOA some money. Jeff Brown noted that Mark may be able to help with placing the barricades and there would be no liability issues. Kamin will know more after she speaks with the barricade company tomorrow.

**B. Holiday Front Yard Decorating Contest** - Kamin provided examples of signs to be placed in the winner's yards and asked for the Board's preference. Signs by Tomorrow gave a quote of \$128 for 18 by 24 inch signs with H brackets. The Board preferred the top (first) sign. The winners will also be posted in the newsletter.

**C. HOA Insurance** - This is due by January 26 and the Board does not meet in December. Kamin will have the quote by the end of November. We are in the second year of the three-year premium guarantee. The Board approved.

**D. Engagement Letter** - Butler Hansen, PLC, provided an engagement letter for year-end audit services. We have used them for the last three years. The Board agreed to continue with Butler Hansen and approved the agreement letter.

### **VIII. Landscape/Irrigation**

**A. Landscape Report** - Dave Kovach reported that the trees were treated last month and so far we have lost 3 Bradford Pear and 8 Ash trees, although the others are looking good. There have been some staffing issues. (Dave's connection was lost.) Kamin stated the large bill for the tree treatment that was approved last month will appear in the November financials.

**B. Gift Cards for Landscape Crew** - We had budgeted \$850 for gift

cards for the crew to be distributed based upon length of time with Augusta Ranch. The Board agreed.

**MOTION:** Jan Wallace moved to accept spending \$850 for gift cards for the landscape crew, seconded by Beth Patton. Motion passed 9-0.

***The gift card expenditures were combined for both the Landscape and Security Crews under Item X.***

**IX. Website Report**

The Website Report was provided in an email to the Board.

**X. Security**

**A. Security Report** - Jeff Brown reported nothing major as far as Security, mostly the usual parking violations. He felt the 74 traffic incidents in the report seemed high as more people should be staying home due to the pandemic. It would be interesting to see how we compare to surrounding communities. There was a reminder about package theft with the holidays approaching. Security recommended installing cameras and using Amazon lockers.

**B. Gift Cards for Security Crew** - Kamin advised that the Security Crew has been with Augusta Ranch longer than some of the Landscape Crew. Those that have been with us longer will receive more in gift cards. We are using the same amount that was budgeted last year of \$1,400 for both crews.

**MOTION** Jan Wallace move to approve a total of \$1400 for gift cards for both the Security and Landscape crews; seconded by LeeAnn Bohman. Motion passed 9-0.

**XI. Architectural Requests**

Beth Patton reviewed the Architectural Requests:

- A. 9444 E. Natal - Flag Pole
- B. 9814 E. Meseto - Paint
- C. 9913 E. Keats - Gate
- D. 9935 E. Nopal - Paint
- E. 2458 S. Bernard - Pavers
- F. 9648 E. Lobo - Garage Door
- G. 9724 E. Laguna Azul - Paint

**New Request:** 2723 S. Drexel - Paint, Scheme 10

**MOTION:** LeeAnn Bohman moved to approve the Architectural Requests as listed; seconded by Brad Whitehouse. Motion passed 9-0.

**HOMEOWNER REQUEST TO SPEAK** - Gene Hart stated his house is between Alicia and the back of Basha's where there is a walkway. When he moved in, he knew it was a concern as the area is very dark. He installed lights for about \$1,000 in his back yard and uses his own electricity. He noted several incidents where people have turned his hose on while he was out of town, shut off his power at the electric box, and tore some of the lights down. His neighbor had turned the water off and Mr. Hart was able to repair the lights. He proposed adding lights on his house to light up the area but wanted to ask the Board first.

President Quedens noted that there is no access to electricity there as all of our parks use solar. Kamin advised that the street lights belong to the City. She asked if another street light would help. Mr. Hart stated the street lights are on the opposite side of the street and if one could be added on his side of the street that would help. Kamin will contact the City of Mesa and asked Mr. Hart to email her details on those incidents to forward to the city.

Barry Matlack asked if people were entering Mr. Hart's yard to gain access to the lights and hose. Mr. Hart stated his hose, electric box, and the lights are located outside of his fence so people can access those without entering his yard. He will email Kamin with all of the details.

#### **XII. Next Meeting Date**

There will be no Board meeting in December. The next Board meeting will be held on January 18, 2021.

#### **XIII. Adjournment of Open Session**

With no further business before the Board, President Quedens adjourned the meeting at 7:12 P.M.

Respectfully Submitted,

Dana Desing  
Acting Recording Secretary