

**The Refuge Community Association Inc.**  
**Board Meeting Minutes**  
**August 13<sup>th</sup>, 2016**

The meeting was called to order at 9:06 A.M. In attendance were Board Members Tom Graybill, Brian Thienes, Phil Bracamonte, Ray Powell, and the Community Association Manager Amy Telnes. General Members present were asked to sign their name on an attendance sheet which will be kept on file with these Minutes

The Board reviewed the April 16<sup>th</sup>, 2016 Meeting Minutes.

**Action: Brian Thienes made a motion to approve the Minutes as written. Ray Powell seconded. Vote 4-0.**

**BAI #1:** The storm drain system was discussed. The Board has been monitoring all the drainage and culverts. Brian Thienes explained we have surface drainage that is not designed to last forever and requires maintenance. Engineer Larry Morse completes annual inspections and advises the Board on what needs to be done. Brian Thienes has been working with the County to address water flowing into the community. The County has bigger drainage issues at this time, and cannot address our area. Brian Thienes proposed solutions to the County, and he will keep pursuing over time. Pioneer Earthworks proposed to clean up and restore the engineer's design from Troon to the RV Storage. Masonry & More proposed to grout the drainage behind Sales Market Lot 215 where the original grout has deteriorated and has large holes in it. Both of these items are in the Budget. A General Member asked if he could take some pictures during the storm to help strengthen the case with the County. Brian Thienes stated pictures will help.

**Action: Phil Bracamonte made a motion accept Pioneer Earthwork's proposal for \$4,729.61 to restore from Troon to the Storage Lot. Brian Thienes seconded. Vote 4-0.**

**Action: Phil Bracamonte made a motion to accept proposal from Masonry & More to repair the concrete behind Sales Market Lot 215. Brian Thienes seconded. Vote 4-0.**

**BAI #2:** Tom Graybill reported that the landscaping along Arnold Palmer uses Golf Course water. When the golf course is irrigated out of the ponds, algae starts growing through irrigation lines. Drip line heads get plugged. Phil Bracamonte explained when the budget was created \$60,000 was allowed for capital improvements. Scott Ward with Mountain Desert put in new landscaping and all new heads along Arnold Palmer. The Board is now concerned that water issues from the effluent water puts the plants in jeopardy. There is a 2' irrigation meter at the north entrance that can be tapped into to provide water along Arnold Palmer. This will be looked at closer in the fall.

**Action: Phil Bracamonte made a motion that we move forward with independent irrigation using existing water meter. Tom Graybill seconded. Vote 4-0.**

**BAI #3:** Tom Graybill explained that the Manager's contract was first signed in April 2010. What was originally bid didn't turn out to be what was actually done. Architectural Committee work has increased, and is very time consuming. The new fee schedule provides for fees to offset the additional time and expense for Design Review Committee administration. Tom Graybill recommended the new contract and compensation be approved.

**Action: Tom Graybill made a motion to approve the new management contract and compensation package. Ray Powell seconded. Vote 4-0.**

**BAI #4:** Tom Graybill explained last year street maintenance was completed. Now striping is needed. Golf cart crossing, stop lines, and entrance lanes are needed. An owner near the intersection of Arnold Palmer and Swilican Bridge expressed concerns regarding vehicles driving too fast in that area. The owner asked for a caution or slow sign to be installed.

**Action: Tom Graybill made a motion to approve the striping and the installation of a caution/ slow sign. Ray Powell second. Vote 4-0.**

**BAI #5:** Tom Graybill reported the Guards are happy with the new station. The next phase is to remove and relocate the keypad pedestal. Gary at McIntosh Controls is going to install new equipment for the keypad entry. The existing system is 12 years old. Parts are becoming obsolete. All parts will be salvaged to use for future repairs on the other 2 gates. McIntosh will provide brand new equipment that allows us to piggyback video and voice equipment. Phil Bracamonte stated the proposed budget plan for next year will allocate \$35,000.00 for the installation of cameras and widening the entrance adjacent to the gate house. The plans are to widen the road 6 feet so there is plenty of room for a bypass lane and 1 or 2 parking spots for security.

**Action: Phil Bracamonte made a motion to approve Board Action #5 - both A & B. Brian Thienes seconded. Vote 4-0.**

**BAI #6:** Tom Graybill explained that it will be beneficial for landscapers working in the Refuge to enter into an Approved Contractor Agreement similar to the Agreement made with the Builders. This will ensure they are licensed, insured, and agree to follow the Design Guidelines. A small deposit of \$500.00 will be collected which helps insure compliance. A maintenance fee of \$250.00 per year will help offset our costs related to contracting in The Refuge. Tom Graybill would like the Agreement to become effective October 1<sup>st</sup>, 2016.

**Action: Tom Graybill made a motion to approve the Landscaping Contractor Agreement with an October 1<sup>st</sup>, 2016 effective date. Ray Powell seconded. Vote 4-0.**

#### **NEXT BOARD MEETING:**

It was announced the next Board Meeting will be held Saturday November 19<sup>th</sup>, 2016 at 9:00 A.M. The Hampton Inn will be undergoing renovations at that date, so the Manager will seek an alternate meeting location.

#### **GENERAL COMMENTS:**

A General Member stated she was uncomfortable being videotaped during the meeting and asked who hired the videographer and why. The videographer stated she was hired by Julie Hightower and Judy had called her. The General Member asked if that was legal and stated she didn't want to be videotaped and she does not want her image and this private homeowner's meeting to be made public by posting it on YOUTUBE as these videos have been in the past. Other Members in attendance concurred, and the Board will look into the legality of what Julie and Judy are doing with these videos.

Phil Bracamonte reported the court of appeals has still made no decision. There is nothing we can do. We have to wait for the decision. The Association took recent action by filing an Order to Show Cause because City Center has publicized the fact that they are moving forward with building casitas on the golf course. They have pulled building permits, acknowledged investors, and begun construction. The Association's law firms were consulted and the recommendation was the filing of the OSC. A hearing date will be set.

A General Member asked the Board to consider removing the \$500.00 Reserve Contribution collected on the sale of each lot. Phil Bracamonte explained the background on the Reserve Contribution Fee. The Finance Committee and Board approved the Reserve Contribution Fee at the November 2015 Board Meeting. There were Finance Committee members in attendance at the meeting that support the continued collection of the Fee on all property sales.

Contractor damage was discussed. If you see contractors damaging the community, please fill out a complaint form. Complaint forms can be printed off the Association's website at: **[www.therefugepoa.com](http://www.therefugepoa.com)** or provided by the Association Manager.

**Action: With no further business, Phil Bracamonte made a motion to adjourn the meeting at 10:50 A.M. Brian Thienes seconded. Vote 4-0.**

Signed this 19 day of NOVEMBER, 2016

A handwritten signature in dark ink, appearing to be 'Gary Roundy', written over a horizontal line.

By: Gary Roundy, Secretary