

**The Refuge Community Association Inc.**  
**Regular Board Meeting Minutes**  
**April 7th, 2021 at 4:00 P.M.**  
**Location: Via Zoom**

**I. CALL MEETING TO ORDER**

**II. ROLL CALL** – Opened at 4:02 by Rob Callaway

A. Board Members: Dianna Soltesz, Rob Callaway, Gary Roundy, Dale Coalmer, Fran DeLach

B. Management: Amy Telnes

C. Members/Guests: Martha Gorder, Tom Sanders, Jeff Jennings, Kevin Leedam, Terri Sonn, Judy Selberg, Paula Rippenkroeger

**III. REVIEW PREVIOUS DRAFT MEETING MINUTES**

A. Special Board Meeting - November 21, 2021 Motion to approve minutes passed 5:0.

B. Regular Board Meeting – March 3, 2021 Motion to approve minutes passed 5:0.

**IV. REVIEW FINANCIALS**

A. 2020 Year End Oversight

- Update on progress of auditor bid process.
- Butler and Hansen submitted a proposal for the financial audit. Full audit price is \$4,250 and a financial review is \$2,500. The firm would also be able to handle tax filing for about \$250. F Delach suggested that we move forward with the proposal for a full audit.
- A Telnes filed a tax extension until October 2021.
- Motion made to move forward with Butler and Hansen for the financial audit passed 5:0

**V. COMMITTEE REPORTS**

A. Finance

- G Roundy provided a summary of the budget to date for 2021.

B. Design Review

The DRC meeting was held on 2 April where four schematic and two construction plans were approved.

C. Security & Violations

- The committee met 23 March and the survey results were reviewed.
- A meeting is targeted for 16 March to meet with the security company.
- New camera for the North gate will be discussed in the Executive session.
- The committee is compiling a document that summarizes the expectations from security and will share with the community members.
- Additional Camera – Security
  - There is an issue where garbage is being dumped on Arnold Palmer and security cameras do not capture this area. The security committee suggested to install a camera to capture north side (at north gate) at a cost of \$861.45. The camera would need to be installed on a pole in the island (includes the installation).
  - A Telnes is concerned about the aesthetics. In another of her communities, something similar was implemented and the community asked for it to be removed (as it was not aesthetically appealing).

- Motion to approve camera upon agreement from two board members that aesthetics are appropriate.

#### D. Newsletter & Publications

- The revised website is live for the community.
- The board discussed a request from Don Clark to send out a membership flyer on behalf of the Refuge Golf and Country club. Initial flyer was a printed brochure and then was replaced by a word document. The Board will discuss this post the open meeting. Ask is that the Golf Course provide a document similar to the first brochure.

#### E. Governing Documents

- Legal counsel feedback on the cost of re-typing of the CCR's is outstanding.
- Motion to engage Kelly Wallin with a \$320 to retype the CCR's and include a table of contents passed 5:0.
- Goal is to have a final copy of the CCR's to send to the community prior to a vote.

#### F. Landscape

- J Jennings provided an update on the landscaping committee including in and out of scope projects.
- Roles and responsibilities were defined for the POA Manager, the committee and the Board Liaison.
- J Jennings created a project-tracking sheet for the entire landscaping project in flight for 2021.
- The grading permit is expected to be issued at the latest by 19 April (with a 4-week implementation time) for the North Gate wall.
- Additional items were discussed and details will be posted on the website.
- F Delach asked if there is sufficient budget to expand the scope of street sweeping. A Telnes is expecting a bid but has not received it to date.
- R Callaway asked if the street light and sign painting included replacement of old signs. J Jennings stated that it is not but the committee will try a cleaning solution option.
- T Sanders asked about trees growing in the wire lines in the storage lot. J Jennings commented the trees on the easement are not part of the Refuge property but we could reach out to owners.
- A Telnes asked about the landscaping at the Desert Hills Resort – specifically with dust from the new gravel. J Jennings is observing if there is any issues.
- R Callaway asked about island updates at the north North Gate. This is targeted to start in Q2.
- J Jennings proposed for bollards to replace chain across Refuge Country Club entrance on LaTrobe. The current chains and proposed Bollards are within the "10-foot" area that is under the Refuge POA's responsibility.
  - An alternative is a gate that would be much more expensive. G Roundy asked if this should be the RGC responsibility. However, it is the Refuge community that wants to prevent others from entering private property.
  - Motion to implement bollards approved 5:0.
- P Rippenkroeger asked if the Refuge sign needs to be moved closer to the Refuge Community gate. D Coalmer will be reaching out to the Desert Hills Resort to discuss further.

#### G. Golf Course Advisory

- R Callaway did not have any updates and will postpone updated until the next meeting in May.

#### H. Community Events

- On the bag, add on the "Community Association" along with the logo. The bag is navy with white writing.
- R Callaway asked if we could investigate a bag that is longer wearing e.g. something that people can use on the boat.
- G Roundy stated that we should have the RGC partially pay for the bags.
- Emergency numbers are also included in the brochure.
- The board will discuss moving forward with the proposal in the Executive session of the meeting.

- M Gorder suggested that additional access numbers could be included on the website.

#### **OLD BUSINESS**

- A. Update on Adding Pigmy Palms to plant list.
  - R Callaway is investigating if specific palm plants have a place in our community. The plant list is being reviewed by Mike Brenneman, a landscape architect, from Congruent Concepts.
- B. Update on owner concern regarding community liability if someone is injured on Refuge common property (brought forward by Greg Kalagian).
  - The Refuge does have enough liability coverage if someone should be hurt on common property. R Callaway suggested that we reach out to General Counsel for advice on what type of golf activities should be considered for additional insurance coverage.

#### **VII. NEW BUSINESS**

- A. Bollard Quote Review - addressed under landscaping.

#### **VIII. BOARD MEMBER INPUT**


- F Delach suggested that we don't have meetings in July and August. The Board agreed to remove the meetings.
- J Jennings commented that the fire hydrant is leaking outside of 3662 Winifred Way. Epcor is supposed to come out and look at the issue.

#### **IX. HOME OWNER INPUT**

#### **X. SCHEDULE NEXT BOARD MEETING**

- A. The Next Board Meeting will be held on June 2, 2021 at 4:00 P.M.  
Location: Via Zoom  
(Board Meetings are held the 1st Wednesday of each month at 4:00 PM.)

Signed this day, 25 day of April of 2021

  
By: \_\_\_\_\_

Dianna Soltesz, Secretary