

**The Refuge Community Association Inc.**  
**Regular Board Meeting Agenda**  
**May 5th, 2021 at 4:00 P.M.**  
**Location: Via Zoom**

**I. CALL MEETING TO ORDER** - Meeting Called to order at 4:05 pm

**II. ROLL CALL –**

A. Board Members: Rob Callaway, Fran Delich, Dianna Soltesz, Gary Roundy

B. Management: Amy Telnes

C. Members/Guests: Dale Coalmer, Ken Goddard, Michael Mercer, Dave Seaver, Clayton/Sandra Snow, Martha Gorder, Arachana Aliyar, Tom Sanders, Karla Dunavent, Pat Richter, Arachana Aliyar, Gary Pitchford, Karen Erwin, Jeff Jennings, Terrance Sanchez

**III. REVIEW PREVIOUS DRAFT MEETING MINUTES**

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|--|---------------------|
| A. Regular Board Meeting - April 7th, 2021   | Voted 4-0 in favor. |
| B. Executive Board Meeting - April 7th, 2021 | Voted 4-0 in favor. |

**IV. REVIEW FINANCIALS**

- A. 2020 Year End Oversight – Progress in Financial Audit

Butler and Hansen will conduct the financial review with proposed timing to start in the Fall.

- B. 2021 Budget Review

January, February, and March financials statements are posted on the website. The April bank statement was just made available on May 4<sup>th</sup> so the April Financials have not been completed.

**V. COMMITTEE REPORTS**

- A. Design Review

- B. Security & Violations

- Held meeting with Warren Security and discussed expectations from both sides. J Crombach is documenting a scope of work based on community feedback. The goal for the Security team is to identify where there is a violation versus what the consequence is.
- Update on Additional Camera – North Gate. Costs for the camera have been approved by the Board. The location of the pole and the aesthetics needs to be reviewed as the camera will need to be placed in the center island to capture a blind spot. A Telnes expressed concern the residents will not like the looks of this in the entrance and we need confirm aesthetics before moving forward with the camera.
- D Coalmer asked if an additional camera is needed due to the theft in the storage lot. A Telnes will follow up with J Crombach.

- C. Newsletter & Publications

- Update on Refuge Membership Flyer. The Board agreed on a one-time distribution of the membership offers from the RGCC. This will need to be revisited due to the changes in management.

- D. Governing Documents

- Re-typed version is available and has been sent to the Board members for review. The goal is to send out to the community by the end of the month. Questions can be submitted online with a vote targeted for September. Allow for 60-90 days for the return of the votes. Cost to re-type was about \$600.

- Two versions of the proposed CCR's will be sent: a clean version and another version with the comments as to why the changes were made.
- Key change is the move to a simple majority to pass any items that need a community vote.
- Preliminary work is being done on the Design Review Guidelines.
- T Sanders asked if there was a Governing Document meeting on the Design Guideline review. The guidelines are being amended but have not been shared with the committee yet. The updates will be shared with the committee.

#### E. Landscape

- Street lights were cleaned a few weeks ago but the light on the guardhouse is broken. Best option is most likely to replace the entire fixture. K Dunavant will check the plans for the manufacturer of the light fixture.
- Tree on Alleghany has been trimmed.
- The final grading permit has been issued for the wall at the North gate and brick is on site. There is a Frontier cable line which was not expected. Landscaping working with all utilities companies to make sure there are not any further issues. May need to move wall approximately 8 inches to accommodate the line (cable running parallel to the wall).
- The Bollard project was approved and will be implemented in May. RGCC is aware that this is happening.
- South Gate landscaping – J Jennings working with EPCOR on water metering.
- Quotes have been received for the Refuge Marquis sign. One quote was \$10,000 and another was close to \$17,000.
- Electrical boxes would not be painted by the POA or Unisource. Only option was to apply to the company to try to get a replacement. A Telnes suggested that more people should call in and complain via their specific lot.
- Team is working on reviewing all the contracts.
- The cracks on the road are significant and G Pitchford is working on getting quotes for a crack fill.
- Homes across from storage unit can see the trailers and asked if something could be changed. The wall can be extended in height and would cost about \$10,000. However, a portion of the trailer will still be seen even if the wall is extended. One option is to swap open trailers with the closed trailers. R Callaway asked if we can proactively assign shorter trailers to those spots along the wall. K Dunavant commented that those homeowner knew the trailers would be there and were aware of a potential issues.
- There is a quote for the broken street sign. There is a chemical treatment that may be used on the faded signs. If that doesn't work, then new signs will need to be purchased.

#### F. Golf Course Advisory

- No update. In the next 60-90 days, the RGCC has indicated they would like to resume conversations.

#### G. Community Events

- M Gorder has the brochures. Plan is to roll the bags and hand out to new owners with the brochure. Next quarterly bill should include a copy of the brochure.
- A social event is targeted for the fall.

### OLD BUSINESS

#### A. Update on Adding Pigmy Palms to plant list.

- R Callaway has reached out to National Wildlife Federation and a biologist will provide suggested plants that would be appropriate for the community. It is likely that the Pigmy Palm will be added to the list.

#### B. Update on owner concern regarding community liability if someone is injured on Refuge common property (brought forward by Greg Kalagian).



- It has been confirmed that we have sufficient insurance coverage and legal has reviewed and agrees we are covered.
- C. An MOU was signed with Desert Hills Resort to:
  - Increase the land for landscaping outside the South Gate as Desert Hills will move their wall back approximately 8 ft.
  - It was also agreed to move the No Trespassing sign to the front of the gate entrance and L Hightower has agreed to contribute \$2500 towards the landscaping.

## **VII. NEW BUSINESS**

- A. R Callway announced the resignation of Dale Coalmer.
- B. Estate Auction
  - Homeowners have been removed suddenly from their home. A Telnes asked the realtor to put request in writing for the estate sale but was received on the same day that a response was due to the realtor. A Telnes communicated to the realtor that additional information would be required before we can proceed. Unfortunately, the estate sale was advertised in the White Pages.
  - A Telnes the daughter of the homeowners and she took responsibility of the miscommunication.
  - D Coalmer commented that this is not an estate sale but a garage sale and is concerned about the impact on parking etc.
  - R Callaway made a motion to stop the Estate sale on May 6<sup>th</sup>. Voted 4-0 to cancel the event.
  - A Telnes will communicate that the event is canceled. The board would be open to another even with proper planning.
  - F Delach will draft some guidelines for future estate sales. A Telnes commented that perhaps the amount of people could be limited e.g. 5-10 at a time.
  - C Snow commented that parking/congestion will be an issue. Perhaps parking could be offered at the RGCC then use golf carts to transport guests to the sale.
- C. Safety at the intersection of Swilican and Arnold Palmer. Cars/trucks are parking there and is causing a risk for accidents. A Telnes has communicated with Warren Security that they should address the issue of vehicles that are parked in the street. J Jennings asked if the Security team has looked at this issue.
  - F Delach commented that another gated community has issued radars to the Security guards and issue citations.
  - J Jennings suggested that perhaps a three way stop at the intersection would be helpful.
  - A Telnes will follow-up with the Security committee.

## **VIII. BOARD MEMBER INPUT**

- A. Additional month cancelled for the Board Meeting – to include June. R Callaway suggested to keep the June meeting for now and cancel if needed.

## **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.)

The meeting was adjourned at 5:33 pm.

**ADJOURN OPEN SESSION / ENTER EXECUTIVE SESSION** - Executive Session was not held as no issues needed addressing by the board.

*(as per the provisions made in the Arizona Revised Statutes 33-1804 Sub-section A, Items 1 through 5)*

- A. Delinquent Accounts
- B. Enforcement Matters / Violation Appeals
- C. Legal Matters
- D. Association Contractor/Employee Matters
- E. Miscellaneous

Signed this day, 19 day of July of 2021

  
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By:

Dianna Soltesz, Secretary