

The Refuge Community Association
Board Meeting Minutes
November 18th, 2025
Via Zoom

I. CALL MEETING TO ORDER: 2:00 P.M.

II. ROLL CALL:

- A. Board: Peggy Delach, Jim Yapp, Debbie Maggert, & Lisa Gosnell
- B. Management: Amy Telnes
- C. Owners/Guests: 24 Devices Connected

III. REVIEW PREVIOUS BOARD MEETING MINUTES:

- A. October 21st, 2025

Action: Debbie Maggert made a motion to approve the Minutes as written. Peggy DeLach seconded. Vote 4-0.

IV. FINANCIAL STATEMENTS: The President Peggy Delach provided an in-depth reiteration of the Financial Statements presented at the October meeting for a clear understanding of what has been spent and what will be spent in 2025. We are running on track with the budget. Peggy presented a report the Members of the Finance Committee put together showing all costs since 2015 and the biggest numbers down are culvert cleaning/repairs of \$115,000 and the 2019 legal fee settlement of \$800,000. In 2025 we spent catching up for deferred maintenance and saving diligently. This year we did a lot of projects. \$115,000 replacing gate operators, lights, and software. We budgeted \$435,000 to crack fill and apply Type 2 Slurry to the roadways. At this date the balance has not been paid due to material issues and the condition in the cul de sacs. A deposit of half of the amount of the rock refresh contract has been paid this year. Total contract is \$110,000. Final payment may get pushed into 2026. It is estimated that we will net out \$200,000 into reserve at the end of 2025. We are looking at putting \$469,000 into the reserves less roadway & landscaping expenses once finalized. Finance Committee estimates \$300,000 or more to make up the 2025 Reserve Deposit.

V. COMMITTEE REPORTS:

A. Road Committee:

- Committee Review of Contract/Final Bill & Recommendation to the Board. Committee Chairman Jim Yapp reported the contract was discussed in closed session and it was decided to make an offer to the contractor for a discount. It was discussed that the Committee could call the State's Register or Contractors to get second opinion on the workmanship. It has been estimated at half a million dollars to rip up and replace the cul de sacs. Sunland Asphalt has been back 5 times to fix the cul de sacs.

B. Security Committee:

- Helius Reporting Software: The Manager reported on behalf of the Committee that the Committee recommends removing the Helius software because phone, text, & email is sufficient and it will result in a \$200 per month savings. Mark Pickart has worked with Allied Security to commit to providing a lap top and digital fillable form reporting from the Guards to better suit our needs.

Action: Peggy DeLach made a motion to remove the Helius Reporting Software from the Security Contract. Jim Yapp seconded. Vote 4-0.

C. Finance Committee:

- 2026 Budget Report from Committee & Recommendation to the Board
The President Peggy Delach provided a 2026 budget report on behalf of the Finance Committee.
 1. No dues increase request from the Committee.
 2. Reserve Contribution on title transfers/sales raised from \$325 to \$700.
 3. Management presented a new contract. Increase request of \$300 per month from the prior \$2,700 per month to \$3,000 per month. There has been no increase in several years. All of the Board Members reviewed the contract, posed questions, and required duties to be itemized.
Action: Peggy Delach made a motion to accept the 2026 Management Contract. Debbie Maggert seconded. Vote 4-0.
 4. Community Events Committee requested an increase to the budget from \$500 per year to \$1,000 per year to cover prizes which makes the events more fun.
Action: Peggy Delach made a motion to increase the Committee's annual budget to \$1,000. Jim Yapp seconded. Vote 4-0.
 5. 2026 will have zero in the budget for street work
 6. The Finance Committee continues to develop the 5-10 year plan for the roadways. A Synopsis of current road conditions should give a minimum of a 5 year life. Year 2031 plans for a 1 -1.5 inch overlay.
Year 2030 plans for 2.4M in reserves for the roadways
Years 2031-2035 the Association will have spent 2,764,260.00 to essentially provide a 20 year life expectancy road system for the community to 2055 before the roads would need attention in excess of annual crack filling and sealing.
 7. Board is committed to put \$400,000 a year into the Reserves barring the unforeseen.
 8. Gate system expenses are expected to be lower with the new software and motor upgrades.
 9. Culverts and drainage proposed to be budgeted at \$15,000 to catch up on deferred maintenance.
Action: Peggy Delach made a motion to add \$15,000 to the budget culverts & draining. Jim Yapp seconded. Vote 4-0.
 10. Landscaping Maintenance contract will be raised to \$32,400, however, with new area maintenance being taken over by the Golf Course we are hoping it goes down.
Landscaping Committee recommended new LED entrance lighting at cost of \$9,350, gravel refresh at Latrobe & Deacon \$75,000, and other rock refresh at \$10,000. In lieu of rock refresh because it is still sand the Board is proposing new turf for Citation Park. Turf in bad shape and needs to be replaced. There was discussion of cost savings on the turf so some of the rock refresh can also be completed.
Action: Peggy Delach made a motion to allocate \$9350 for lighting, and \$85,000 for turf, & rock refresh. Debbie Maggert seconded. Vote 4-0.
 11. Patrol service reduced \$10,000.
 12. Phone service removed from the budget because the new system is internet based.
 13. Water Contribution to the Golf Course will remain the same for 2026. \$15,000 per quarter.
 14. Utility budgeting will be slightly lower for 2026.
 15. Finance Committee recommending \$400,000 go into the Reserves in 2026.

Action: Peggy Delach made a motion to approve the 2026 as presented by the Finance Committee and Board input as outlined on the proposed budget distributed and discussed at this meeting. Debbie Maggert seconded. Vote 4-0.

D. Landscape & Common Areas Committee:

- The Landscaping Committee asked the Roadway Committee to review their procedures to get a better outcome the next time around. Jim Yapp responded the procedures would not change the outcome, because it the product chosen.
- Arnold Palmer Timeline: Project has started. It was not known if it will finish in 2025 or 2026.
- Request for the Association to contribute rock to a common area adjacent to the Ticknor Residence. The Board approved \$1400 for rock replacement by email.
- Committee walked the perimeter to identify openings in the fence.
- Committee recommended to the DRC to hold builders accountable to put up a temp fences.

E. Governing Documents Committee:

- Amendment Vote – Meeting this Thursday to make sure we have everything ready for the vote. Cannot publish greater than 50 days before the vote.

F. Newsletter Committee: Working on 4th quarter now.

G. Community Events Committee:

- Upcoming Golf Cart Parade is Dec. 14th at 4:30pm.

H. Design Review Committee: Home submittals have slowed down. Lots of home painting and yard refurbishing now. Committee Chair Peggy Delach reminded everyone to submit for pre-approval. Rock refresh in same color does not need to be submitted and is encouraged. Changing rock color and re-doing yard and/or adding turf requires pre-approval.

I. Any Committee Member Additions/Changes: None

VI. **MANAGER REPORT:** The Manager provided a recap of what she and her staff have been working on. Contacted and obtained bids from engineers to inspect all culverts and washes in the community to take care of deferred maintenance and resume regular maintenance. Worked with the Finance Committee members to prepare and finalize the proposed 2026 budget. Worked on behalf of the Design review committee to help new builders with their plans and projects. Continued reconciling and refunding old deposits on file. Worked with Association's attorney on resolving several collection accounts. Supported and worked with the Security Committee administratively to fine tune security needs and Committee decisions for the 2026 budget. Still issuing a lot of gate stickers and assisting MyQ Ap set up.

VII. **OLD BUSINESS:**

- A. Culvert & Wash Inspections: Bids provided from 2 local civil engineers. Jim Yapp will inspect the washes and report back to the Board Members.
- B. Annual Meeting Venue: Peggy DeLach & Amy Telnes will tour the Nomadic Co-Workspace 11/19/2025 to see if it will fit our group in hopes of offering modern technology that allow for in persons and remote participation.

VIII. NEW BUSINESS:

A. Open Items from the Floor: None

IX. NEXT BOARD MEETING: January 20th, 2025

The Board meets the 3rd Tuesday of each month at 2:00 P.M.

X. **ADJOURNMENT:** 3:37pm

Signed this 20 day of JANUARY, 2026

By: Peggy Del

Name: PEGGY DELAET Title: PRESIDENT