

**RUBY STAR AIRPARK POA  
BOARD OF DIRECTORS MEETING  
Tuesday, July 13, 2021 4:30 PM - Zoom Web  
Meeting Minutes**

**Call to Order:** Randy Wells called the meeting to order at 4:32 pm

**Board Members Roll Call:**

Randy Wells – Present, Lonna Davis – Present, Bud Robison – Present, Holly Smith- Present, Pete Stogsdill- Present

A quorum is met.

**Management Seat:** Erica Holbert, Adam LLC

**Introduction of Guest Association Members:**

Ken Spaulding, Carl Truss, Mike & Wendy Magras, Tim Krone, Suzi Coetsee.

**Homeowner Q & A:** Ken Spaulding: Concerns about the washouts, especially N Ruby Airpark Drive. Ken Mentioned that a storm management company had done an assessment, to which Wendy replied that Ted Stanley has that report. Wendy Magras: Road problems from storms, especially washout at N. Copper Cave. She is concerned more about the future problems. Suzi Coetsee introduced herself as head of HOA Management Solutions.

**Minutes Approval:** The June 8<sup>th</sup> minutes had been approved by the BOD and sent to the members.

**Randy-President Comments:** Randy reports the sale of three of the POA lots to Bud Robison, for a total of \$92,000.00. The HOA was able to pay off the Huey Loan in full which will add approximately \$15,000 to our spendable income. Also, there will be additional income due to assessments being collected on the three lots. Additional savings will be realized by removing the Tax payments assessments from our budget. Randy will also contact the RE Appraiser to have her complete the formal appraisal we had requested from her.

**Financial Report:**

As of June 30, 2021: reserve account \$18601.75, NOW account \$66292.82

Checks/Withdrawals: Trico \$25.21; funds for Property sale closing: \$2947.85; Adam LLC: \$421.00; AZ Corp Comm (thru Erica): \$10.00, Pima Co Treasurer: \$2082.00. Note: The POA was charged at closing an additional \$2082, as the assessor's office had not received the payments that Adam LLC had sent. That amount will be refunded. Holly also mentioned that with the sale of the properties, the HOA will be \$17,000.00 over budgeted expenditures vs \$2200.00 in 2020.

Asset Lots: \$75,000

Total Assets: \$159893.82

**RUBY STAR AIRPARK POA  
BOARD OF DIRECTORS MEETING  
Tuesday, July 13, 2021 4:30 PM - Zoom Web  
Meeting Minutes**

Holly questioned that this is the another month without a payment to Atty Brown? Also, Adam LLC is not providing us with a spread sheet of monthly actual expenses vs budget. This would provide valuable ongoing financial information to help with our spending. Wendy Magras mentioned that Adam LLC use to provide that info to us. It is not immediately known when it stopped providing us with that report.

The financials will be posted on the website.

A motion was made and seconded (Randy/Pete) to approve the financial report for June 2021. All approved. Motion carried.

**NEW BUSINESS:**

**Bylaws:** Randy discussed that the Bylaws without cumulative voting had been passed by the BOD but not signed by the President and Secretary. The most recently passed and signed Bylaws was sent to the members after the September 2020 passing. The contained "Cumulative voting". The discussion centered about the fact that Wendy Ehrlich, (the attorney Ted had hired with BOD approval to oversee the revision of the bylaws), upon her review had added back that policy of cumulative voting, and Ted had removed them again. It was never known why the attorney had REENTERED that policy. Holly volunteered to contact Wendy Ehrlich to get her explanation. The final BOD approval with be postponed until after the attorney's clarification.

**POA Management:** Suzi Coetsee, DOO for HOA Management Solutions was invited to tell us about her company To be concise, HOAMS has three compliance personnel, and their own collections department, which will help delinquencies from going to Atty Brown. Each property owner has his own HOAMS portal to their individual accounts, and will be able to pay online, to avoid confusion AND late charges. The POA will be paying a flat fee with no extra charges being added. A 24-hour turnaround is promised for any member inquiry. Randy made a motion to terminate with ADAM LLC July 14<sup>th</sup> and contract with HOAMS for their services, effective July 15, 2021. Holly seconded. All approved, and the motion carried.

**STORM DAMAGE:** There was storm runoff from the Sierraritas mountains last week. Ken discussed the severe flooding, with debris and mud. Bud mentioned that there are three off road sites that need drainage work done. That an engineer is needed to do the survey work. Pete mentioned that there is the report from Watershed Management, an environmental company that the HOA paid to do an analysis. Ken, Ron, and a third property owner were involved. Bud reiterated that the airpark needs drainage for flood control. We need consultation before construction. Wendy stated the need for debris clearing on the northern part of Copper Cave.

**JOHN BLACK:** A rancher requesting access to enter our main gate and drive to and exit through the Northwest gate. This request results from Mr. Black having to reinstate his normal access with Freeport. His need is several times a week and has been granted for 60 days.

**OLD BUSINESS:**

**The CCRS** discussion with be tabled until September, after board members return from vacations. There must be 30 days' notice for a special meeting to be called, but the plan is to have a BOD meeting that will be discussion about the CCRS.



RUBY STAR AIRPARK POA  
BOARD OF DIRECTORS MEETING

Holly Smith  
2021-06-28 03:45:00

Tuesday, July 13, 2021 4:30 PM - Zoom  
Meeting Minutes

By  
Zoom Web

NEW HOME BUILDING: Lonna asked Randy for the procedure for property owners wanting to start their building process. Suzi interjected that the plans should first be sent to HOAMS for review. Then a report will be sent to the BOD, who will then approve and notify the property owner.

The remaining lots owned by the HOA (that can be sold) are lots 153, 154(small) and 167, on the outer perimeter. Wendy suggested that lot 153, if will be used as common for the airpark, should be reclassified to "common area" as tax rates are significantly lower.

MEETING ADJOURNED: Randy made a motion to adjourn the meeting at 6:03. Bud Seconded, all voted aye, and the meeting was adjourned.

There was NOT an executive meeting that followed.

**Next Meeting:** Tuesday August 10, 2021, 4:30 PM ZOOM WEB MEETING

**RANDY WELLS, President** [Randy.Wells182@gmail.com](mailto:Randy.Wells182@gmail.com)

**BUD ROBISON, Vice President** [drwer2@hotmail.com](mailto:drwer2@hotmail.com)

**LONNA DAVIS, Secretary** [davis.lonna@gmail.com](mailto:davis.lonna@gmail.com)

**HOLLY SMITH, Treasurer** [hollyfolly@comcast.net](mailto:hollyfolly@comcast.net)

**PETE STOGSDILL, Member at large** [pstogs@gmail.com](mailto:pstogs@gmail.com)

# RUBY STAR AIRPARK POA

## Board of Directors Meeting

Tuesday August 10, 2021

Location: Via Zoom      Time: 4:30 PM

### MINUTES

#### BOARD MEMBERS

Randy Wells	President	Absent
Willis (Bud) Robison	Vice President	Present
Holly Smith	Treasurer	Present
Pete Stogsdill	Director	Present
Lonna Davis	Secretary	Present

**PROPERTY MANAGEMENT:** Suzi C and Bailee G - HOA Management Solutions

**QUORUM:** (Three directors for quorum) Quorum was met.

**GUESTS/HOMEOWNERS PRESENT:** Ted Stanley, Fred Miller, Jerry Hain.

**CALL TO ORDER:** Bud called the meeting to order at 4:38 PM.

#### PRESIDENT'S REPORT:

- Absent, so no report.

#### COMMUNICATIONS:

- Lot 1430: Road paving: The homeowner provided proposals and discussed outstanding bids from Borderland and Bates. Also mentioned that he used materials that cost \$115/ton for his property.  
The board discussed options for road paving including a discussion about alternate options to minimize road erosion due to flooding. The board also discussed how to proceed without setting a precedent.  
N. Ruby Star Drive will be the main priority. W. Lost Silver, N. Copper Cave, and N. Side Taxi Way are all high priority for road paving as well. The board then discussed asphalt vs micro surfacing for some of the roads. Chip Seal is not and will not hold up with excessive monsoons. Roads that have not been used excessively have fared better.  
An option was discussed where the board rent equipment and do it themselves to bring down the cost. Bud said that about \$40K should be enough to do the work.  
Lonna will ask ACE for an extension and will be getting bids from other vendors.
- Lot 1310: Asked if homeowners get to give input before the board votes yes on a project. Also, can something be done to waterflow to circumvent damage to the roads? 3 major washes that hit most lots, can retention ponds be created or improved?  
Homeowner input before vote goes through. Board is looking at road erosion as well. Homeowners with washes on their lots need to take of that themselves. The board agreed with the washes that hit all the lots.
- Lot 1330: Has potholes at the end of his driveway and cannot get aircraft in and out. The board understands that the North Side Taxi way is unusable but that the South Side Taxi Way is usable.

Future budgets will have to allocate monies for the roads so that they can be maintained correctly and that something will be done on a yearly basis.  
After much discussion and repeating of the same issues, the board decided to table this and call a special meeting for the Roads.

# RUBY STAR AIRPARK POA

Board of Directors Meeting

Tuesday August 10, 2021

Location: Via Zoom Time: 4:30 PM

## MINUTES

### APPROVAL OF MINUTES:

- Approval of the Minutes from July 13, 2021.  
Holly motioned to approve the minutes from the July 13, 2021 meeting, Bud seconded, and the motion passed.

### TREASURER'S REPORT: (from ADAM LLC)

#### Ruby Star Airpark POA

#### FUND BALANCE SHEET

As of: 07/31/2021

#### Assets

Run Date: 08/03/2021  
Run Time: 12:08 PM

Account	Operating	Reserves	Total
Asset			
01010 MOB Oper xxx-2724	\$72,967.63	\$0.00	\$72,967.63
01011 MOB Resv xxx-8807	\$0.00	\$18,604.12	\$18,604.12
01099 Property - Lot 153	\$0.00	\$58,000.00	\$58,000.00
Asset Total	\$72,967.63	\$76,604.12	\$149,571.75
Total Assets:	\$72,967.63	\$76,604.12	\$149,571.75

### APPROVAL OF FINANCIALS:

- Approval of the July 2021 Financials.  
Bud motioned to approve the July financials, Pete seconded, and the motion passed.

**MANAGER'S REPORT:** reviewed minutes from prior Board Meetings; Reviewed monthly Financials, posted governing documents to the website, added information to HomeWise Documents for transfers, Welcome Packages to homeowners, answering homeowner questions by phone and email, communicating with the prior management company, worked over the weekend to check assessor's website to straighten out lots and balances.

### MONUMENT REPORT:

- No Report.

### ARCHITECTURAL REPORT:

- No Report.

### ROAD/RUNWAY COMMITTEE REPORT:

- All discussed under communications

### OLD BUSINESS: Nothing was discussed as meeting was spent on Roads.

- Common Area Lot 154 Improvement proposal.
- POA Finance, Budget, Assessments and Special Assessments.
- Special Projects.
- Property Development (POA assets).
- Rules & Regulations, By-laws; Review and Edit. Cumulative voting discussion.

# **RUBY STAR AIRPARK POA**

Board of Directors Meeting

Tuesday August 10, 2021

Location: Via Zoom      Time: 4:30 PM

## **MINUTES**

- CC&R Special Meeting scheduling – and/or need for a formal committee.
- Storm damage and debris.
- Updating the budget.

### **NEW BUSINESS:**

**HOMEOWNER / OPEN FORUM:** (Open forum is for homeowners to voice concerns or questions to the Board for action. Time limits are imposed, and homeowners are welcome to stay and attend the Board meeting. Homeowners are asked to sign in for documentation in the minutes.)

- All discussed under communications.

**NEXT MEETING:** Meeting: September 14, 2021,                      6:00 PM      Zoom online

**ADJOURNMENT:** Meeting adjourned at 5:57 PM. (No executive meeting followed)

# RUBY STAR AIRPARK POA

## Board of Directors Meeting

Tuesday September 14, 2021

Location: Via Zoom Time: 4:30 PM

### MINUTES

#### BOARD MEMBERS

Randy Wells	President	Present
Willis (Bud) Robison	Vice President	Present
Holly Smith	Treasurer	Present
Pete Stogsdill	Director	Present
Lonna Davis	Secretary	Present

**PROPERTY MANAGEMENT:** Suzi C and Bailee G - HOA Management Solutions

**QUORUM:** (Three directors for quorum) Quorum was met.

**GUESTS/HOMEOWNERS PRESENT:** Aporn Stein, Michael and Wendy Magras, Fred Miller, Tim Krone, Ken Spaulding, Alan Williams, Ralph Schnelle (guest).

**CALL TO ORDER:** The meeting was called to order at 4:37 PM.

**PRESIDENT'S REPORT:** The President discussed the special meeting that was held on September 1, 2021 to discuss the roads. During this meeting, there was a motion made to approve up to \$35,000 to be used for road improvements. Three different bids will be acquired before a decision is made.

#### COMMUNICATIONS:

- None.

#### APPROVAL OF MINUTES:

- Approval of the Minutes from August 10, 2021.  
Lonna motioned to approve the August 10, 2021 meeting minutes with corrections, Bud seconded, and the motion passed.
- Approval of the Minutes, Special Road Meeting, from September 1, 2021.  
Randy motioned to approve the September 1, 2021 meeting minutes with corrections, Bud seconded, and the motion passed.

#### TREASURER'S REPORT:

- Only two checks were written in the last month.

#### August 2021

<u>Cash</u>		
10000	Operating	75,541.03
<u>Total Cash</u>		<u>75,541.03</u>
<u>Reserve</u>		
10001	Reserve	18,604.95
<u>Total Reserve</u>		<u>18,604.95</u>
<u>Accounts Receivable</u>		
12000	Accounts Receivable-Assessments	11,798.70
12200	A/R Small Claims Fee	661.80
12400	A/R Homeowner Interest	199.17
13000	A/R Late Fees	1,650.00
<u>Total Accounts Receivable</u>		<u>14,309.67</u>

# RUBY STAR AIRPARK POA

## Board of Directors Meeting

Tuesday September 14, 2021

Location: Via Zoom      Time: 4:30 PM

### MINUTES

#### APPROVAL OF FINANCIALS:

- Approval of the August 2021 Financials.  
Randy moved to approve the August 2021 financials, Bud seconded, and the motion was approved.

**MANAGER'S REPORT:** Reviewed minutes from prior Board Meetings; reviewed monthly Financials, posted governing documents to the website, added information to HomeWise Documents for transfers, Welcome Packages to homeowners, answering homeowner questions by phone and email, communicating with the board on various items.

#### REPORTS:

**Architectural Report:** (Chair:    Committee: )

**Road/Runway Committee Report:** (Chair:    Committee: )

- Magnum Paving has been out twice.
- The initial bid from Bates was too high.
- Bates cannot take on this project until January.
- The Board has not yet received an update from Magnum Paving – this should not take longer than 4 weeks.
- If the bid from Magnum is comparable to Bates, the Board will vote on which company to hire via email.
- Bud will be removing the backhoe and would like to create an area on lot 154 to stockpile all the materials left over from the road project. This would include a \$200 charge for fuel, maintenance, and time.

Bud motioned to approve this charge, Holly seconded, and the motion passed.

#### OLD BUSINESS:

- Common Area Lot 154 Improvement proposal.
- POA Finance, Budget, Assessments and Special Assessments.  
Homeowners will approve the 2022 Budget at the annual meeting via a vote.
- Special Projects.
- Property Development (POA assets).
- Rules & Regulations, By-laws; Review and Edit. Cumulative voting discussion.
- CC&R Special Meeting scheduling – and/or need for a formal committee.
- Storm damage and debris.
- Updating the budget.
- Financial account name changes.
- Capital Project reserve accounts.
- Discussion of property taxes and Capital Projects.
- RSAPOA Website.  
Tabled.

#### NEW BUSINESS:

- Annual meeting will be held November 2, 2021.



# RUBY STAR AIRPARK POA

## Board of Directors Meeting

Tuesday September 14, 2021

Location: Via Zoom      Time: 4:30 PM

### MINUTES

Randy moved to give 4 weeks for nominations, as is stated in the Bylaws Article 4 Section 1.

Meeting packets for the annual meeting to be sent out on the 8.

State laws state that notice of a meeting needs to be sent out anywhere from 10-50 days in advanced.

Change meeting from November 2, 2021 to November 13, 2021.

Holly will send out emails to all homeowners when the board packet will be getting sent out as a heads up.

- The Board would like to have one Operating account and one Reserves account.
- The Board requested that the budget forecasts future expenditures.

**HOMEOWNER / OPEN FORUM:** (Open forum is for homeowners to voice concerns or questions to the Board for action. Time limits are imposed, and homeowners are welcome to stay and attend the Board meeting. Homeowners are asked to sign in for documentation in the minutes.)

- Lot 166A: Would like a copy of the Bylaws to compare. Her copy shows 8 weeks for nominations
- Lot 144C: Community participation.
- Lot 144B: Community participation.
- Lot 130B: Bates proposal is not quoting to pulverize the roads entirely, but instead will be paving over the existing chip seal – they will make sure that the potholes are filled first so as to avoid bumps.
- Guest: The guest is a realtor and potential buyer at Ruby Star. There are issues with the water – what remedies are there beyond the existing wells?  
All wells belong to the HOA and are unreliable.  
Lot 166A: A previous resolution allowed homeowners to tie into the well.  
The HOA cannot guarantee the quality or quantity of water.

### NEXT MEETING:

- Meeting: October 12, 2021,                      4:30 PM                      Zoom online

**ADJOURNMENT:** Meeting adjourned at 5:58 PM. (move directly into executive meeting)