Ruby Star Airpark POA Meeting Minutes

Regular Board Meeting — August 3, 2026

Meeting Information

Association: Ruby Star Airpark POA
Date: August 3, 2026
Time Called to Order: 3:00 p.m.
Location: Library meeting room, with Zoom access available
Quorum: Quorum was confirmed with three board members present.
Recording: The meeting was recorded for minute-taking purposes.

Attendance

Present — In Person

- Deb Hoffman (Acting President)/Vice President
- Michael D. Ambrose (Acting Secretary)/New Appointment to President
- Steve Kuiper (Treasurer)
- Lonna Davis
- Tracy Johnson

Present — Via Zoom

- Tom LaFrienier
- Tracy Kuiper
- Bud / Willis Robison
- Erica Rios (New appointment to Board/Member-at-Large)
- Michael Magras
- Wendy Magras
- Ted Stanley

Absent / Not Present

Chris Crowder (No longer President) as he sold his property and is no longer a board member.

Jerry Hain (Secretary) was referred as not present for the 2025 finance audit and closeout discussion.

Open Session

Call to Order and Roll Call

The meeting was called to order at 3:00 p.m. Roll call was conducted. A quorum was confirmed, and the meeting proceeded according to the agenda.

Board Vacancy and Officer Roles

The Board discussed the vacancy created after Chris Crowder sold his property and no longer held owner equity in Ruby Star Airpark. The Board discussed the need for leadership for the remainder of the term.

Erica Rios volunteered and was asked to confirm her willingness to fill the open board seat. A motion was made, seconded, and approved by voice vote to appoint Erica Rios to the Board.

Treasurer's Report

The Treasurer's Report reflected account balances including approximately $51,371.70 in the online bank account NBKC, $63,827.74 in Chase account, $100 in Chase savings, and $50 in NBKC savings, for a stated total of $115,349.44.

Expenses discussed included attorney's fees, administrative/bookkeeping expenses, insurance, asphalt work, and other budget items. It was noted that insurance remains a significant recurring expense and that additional quotes are being explored. The report also noted two accounts in arrears that may be referred to the attorney for lien-related action. A motion was made to accept the Treasurer's Report and was approved by voice vote.

Committee Progress Reports

Easements

The Board reviewed attorney input regarding easement concerns, including fencing near Ruby Star Airpark Drive (Mr. Burchell's property) and a separate private easement issue near properties referenced during the meeting. The attorney's guidance was summarized as indicating that the fencing discussed did not create a safety issue or reduce the roadway and that the private easement matter should be handled civilly by the affected property owners rather than by the HOA.

Mowing, Landscaping, and Weed Control

The Board reported that mowing had been performed but that additional mowing and weed control are needed due to recent rains. Volunteers were requested for mower operation and especially for operating the sprayer. It was noted that spraying weeds before pulling them is preferred so the weeds draw the chemical into the roots.

Old Business

2025 Finance Audit and Closeout

The 2025 finance audit and closeout was deferred due to Jerry Hain not being present and no update being available.

Association Wells

The Board discussed attorney guidance regarding association wells, physical access, ownership, potential well-share agreements, hauled water, possible Arizona water reporting issues, and whether wells located on private property should remain association assets or be transferred/disposed of. Members raised differing views regarding existing easements, federal court order history, financing implications, water availability, well-share agreements, and whether any disposition of common property would require owner approval.

The discussion was tabled pending further research, including documentation of recorded deeds, easements, title information, court documents, legal requirements, and possible water regulatory obligations.

Front Entrance Damage and Cameras

The front gate was repaired following prior damage. The Board noted that the camera system was not functioning at the time of the damage, so the responsible party could not be identified. The cameras have since been repaired and now provide 24-hour recording of the entrance and exit.

New Business

Gate Remote Signal and Keypad Issues

Members reported continued issues programming remotes and inconsistent gate signal strength. The Board discussed possible antenna or cabling issues, including rodent damage. A separate day will be scheduled for members to meet and attempt to program remotes/clickers, with details to be sent by email.

Front Gate Landscaping

The Board received landscaping bids ranging from approximately $650 to $2,200 for cleanup of the front entrance area, including weeds and cactus removal. A prior landscaper's contact information may still be provided by Jerry Hain. The Board agreed that cleanup is needed because the front entrance reflects on the community.

Guard Shack Rodent Proofing

Rodent activity was reported in and around the guard shack electrical/control boxes, including chewed wiring. A bid of approximately $2,500 was received to replace both windows with rodent-proof screens and replace the door. The Board discussed that this expense is not currently covered by the existing budget allocation.

Road Maintenance and Drainage

Recent monsoon storms caused significant flooding, road erosion, and safety concerns, including issues reported on Bonanza Gold, Lost Diamond, Copper Cave, and other areas. The Board discussed prioritizing safety-related repairs first, obtaining bids, and considering drainage solutions before additional paving. Prior asphalt work was reported at approximately $107,000. Prior wash-hardening projects were discussed as possible references for future work.

The Board agreed that road/drainage planning should be revisited after the monsoon season so problem areas can be evaluated more completely. Michael Magras offered to provide prior engineering information and may be willing to assist with project management if the Board identifies a priority wash or road area.

Backhoe and Equipment Use

The Board discussed whether the association should keep, sell, replace, or rent equipment rather than continuing to maintain the existing backhoe. Concerns included usage, annual insurance, maintenance costs, storage, rodent damage, and whether a box blade, loader, dump truck, sweeper, or rented equipment would better serve association road maintenance needs. The item was tabled for further review.

Responsibilities and Action Items

Item	Responsible Party	Action / Next Step	Status

2025 finance audit and closeout	Jerry Hain	Provide update at next meeting.	Deferred
Association wells	Board; Michael Magras; legal counsel as needed	Gather deed, easement, title, court order, and regulatory information before further action.	Tabled
Attorney opinion	Board	Determine how to post, distribute, or make the attorney opinion available to members.	Pending
Gate remote/clicker programming	Board	Schedule a community programming day and send date by email.	Pending
Gate signal/antenna issue	Board / gate vendor	Investigate antenna, wiring, coax, and rodent-related causes; determine cost before budget action.	Pending
Front gate landscaping	Board; Jerry Hain to provide prior landscaper contact if available	Review bids and select cleanup approach.	Pending
Guard shack rodent proofing	Board	Review $2,500 bid and determine whether to approve budget increase or seek alternatives.	Pending
Road erosion and drainage	Board; Michael Magras may provide prior engineering information	Evaluate problem areas after monsoon season; prioritize safety repairs and obtain bids.	Pending

Backhoe/equipment strategy	Board	Compare keeping, selling, replacing, or renting equipment; consider insurance, storage, maintenance, and use frequency.	Tabled
Mowing and spraying	Board / volunteers	Identify volunteers or paid help for mowing, sprayer operation, weed control, and runway/taxiway maintenance.	Ongoing

Closed / Executive Session

After the open meeting adjourned, the Board moved into executive session to address IT-related matters and determine how to post or distribute the attorney opinion. Erica Rios was invited to remain for the executive session as the newly appointed board member (Member-at-Large), while Michael D. Ambrose is appointed to (President).

Adjournment

The open session was adjourned at approximately 1 hour and 10 minutes into the recording. The Board thanked members for attending and participating.