



1st Quarter Meeting Minutes January 9, 2021 – 10am to Noon

Roll Call/Establish a Quorum

A quorum was established with all Board members present:

Janine Snyder - present
Ehren Penix - present
Catherine Green - present
Jerry Eno - present
Andrew Newton - present
Spencer Thomas – attending owner

Changes or Additions to the Agenda

No changes or additions

Approval of Minutes from the 4th Quarter Board Meeting

Catherine identified two corrections to the 4Q Minutes:

1. Item a., in the **Treasurer** report, the last sentence should change from \$5000 to \$500 so that it reads "...at or over \$500 threshold."
2. In **Trash and Slash**, the first sentence should read "74 loads of slash, lots of loads of trash." This is because we do not have an exact count of the number of trash loads.

With these changes, a motion was made to approve the minutes by Ehren and seconded by Jerry. The minutes were approved unanimously.

Reports

- **Correspondence**

Janine reported that there have been questions on water use, structure removal, and enforcement of fire regulations (open burn)

- Enforcement of fire regulations—an owner lit a fire that was a bit large for the fire district's guideline, according to the report. The HOA has no enforcement mechanism and this would be up to law enforcement. In this case, the fire department did come out and ok'd the fire at the time.
- Structure removal—a modular unit was sitting off Coil Drive but was temporarily there due to snow. The owner was unable to access the driveway. As soon as access was possible, the unit was moved.

- **Treasurer's Report/Financial:**

- 1. **Accounts Receivables/Liens**

Catherine reported we are contacting the attorney to file liens on 5 lot owners and 6 lots: #35 (\$781.73), #161 (\$606.53), #195/196(>\$1k), #227 (\$657.43), and #323 (\$897.48).

Janine noted that there was confusion on some liens that we thought were in place but had been released. She confirmed that we pay the lien filing fees up front, but the homeowner will have to pay them when we collect.

The HOA currently has \$5,632.32 in Accounts Receivable (A/R). The total expected each year is \$24,375 in homeowners' association dues.

In 2020, the HOA had total income of \$27,262.81. This included \$2700 in late fees. There are 326 lots and dues are \$75 per lot.

The Board members are encouraged to feel free to reach out if they know any of these folks as contact information may have changed and we are unable to reach them.

- 2. **Budget Cut Discussion**

Current bank balance is \$73,711.09 as of 12/31/2020. We did have to dip into the reserves in 2020. Net income was down by \$1200. We budgeted \$11k for common area repairs and maintenance but we did not spend it.

Please see the attached budget for complete information. This is a quick list of discussed budget line items:

- **Income:** \$25,700 is the expected income for 2021
- **Accounting:** fees are increasing to \$6360 in 2021, up from \$5760 in 2020. This is per the contract terms of a \$600 annual increase.
- **Bank Charges/Fees:** \$60 budget for bank charges; in 2020 we paid \$126 for credit card fees
- **Insurance:** 2020 budget for insurance was \$300; increasing to \$4000 in 2021
- **Legal:** \$3000 budget for lien expense in 2021, see lien itemization above. This is a reduction of the 2020 budgeted amount
- **Licenses and Fees:** includes the Secretary of State and website, budget \$500 for 2021
- **Office Supplies:** drop to \$100 in 2021, we did not spend anything in this line item in 2020
- **Postage:** increase to \$550 for 2021; there are 3 mailings per year at a cost of \$180 per mailing
- **Common Area Repairs and Maintenance:** no spend in 2020, budget \$1500 in 2021; we know we will have the expense for Shirley Septic in 2021.

- **Lower Sacramento Debt Service and Interest:** the fees are not decreasing because Lower Sacramento is trying to build back reserves; this will stay the same for another couple of years. No change to budget in 2021.
- **Pond:** \$2500 is budgeted annually for stocking the pond. The Board discussed and were all in agreement on maintaining this budgeted amount in 2021.
- **Trash and Slash:** Discussion on this popular program, all agreed to keep 2 days of Slash and 1 day for landfill. The consensus was that the programs are important for the overall appearance of the community as well as aiding fire safety. Budgeted \$3600 for 2021.
- **Spray (vegetation/noxious weeds):** spent \$1100 in 2020, budgeted \$1500 in 2021 and will encourage owners to spray their property
- **Repair and Maintenance:** \$16,068 budgeted for 2021

Total expense budget for 2021 is \$31,000. Janine noted that this will keep our reserves above \$70k if we are prudent. Discuss program cuts vs. an increase in dues at the Annual Meeting.

- **Approval of the Treasurer's Report:**
Catherine made a motion to accept the 2021 budget as amended. Ehren seconded the motion. The amended budget was unanimously approved.
- **Architectural Review:**
No new architectural review requests requiring approval have been received. The Board should expect some new requests in 2021.
- **Website:**
No issues currently. No Board members have received any feedback on the website.
- **Lower Sacramento Creek Reservoir Company:**
Keith Emerson confirmed that the water report was sent in. The well count report is not yet due.

Old Business

- **Weed Control Mitigation**
We are on track with the 3-year rotation.
- **Date for Slash/Trash Day at Transfer Station**
Discussion of the 3rd or 4th Saturday in July, but both days have conflicts with Board members. All agreed that July 31 would be the best date. Catherine will call to see if it is available.

- **Date for On-site Chipping CUSP**
This date is usually later in August or early September.
- **Banking**
See previous note in Budget line item

New Business

- **Maintenance at Recreation Area**
See previous note in Budget line item
- **Covenant Enforcement**
The HOA is now pursuing cases again.
Short-term rentals now must be licensed by Park County so there will be enforcement.
We can refer reports or infractions to the Park County Planning Department,
Development Services is handling the licensing.
- **Board members**
Spencer Thomas, joining the meeting today, expressed interest and is willing to serve on the Board if needed.

There were no additional items of new business.

Adjourn

Catherine made a motion to adjourn and Ehren seconded the motion. All were in favor and the meeting adjourned.