

**Hansen Park HOA**  
**Meeting Minutes**  
**March 2020**

**I. Call to order**

Aaron Beasley called to order the regular meeting of the Hansen Park HOA at 7:05 pm on March 10, 2020 at Mid-Columbia Library, 1620 S. Union St. in Kennewick.

**II. In Attendance**

Aaron Beasley, Laura Jepsen, Marty Zizzi, Lisa Holle, Shelley Clark, Tom Hall and Jermaine Owens.

**III. Approval of Minutes**

There was a motion to approve February 2020 minutes. Motion was approved.

**IV. Budget Report**

- The board discussed the extra income line on the Profit & Loss (P&L) report (from ~~the monies already received for the Reserves~~ Year end 2019). It was decided to move the extra income line up to "Other Income from 2019" on the ~~P&L report~~ Working Budget for 2020.
- Shelley moved to approve the 2019 year end P&L report. Motion was passed.
- Laura Jepsen needed clarification on the different financial accounts. Her paperwork indicated three accounts, but a third account was never opened. There was a motion to change the name of the Money Market account to the Reserves account to avoid confusion.

**V. Open Issues**

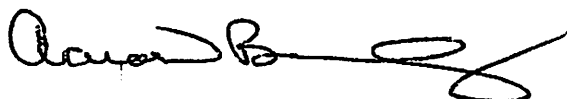
- Marty brought the update to the By Laws, the only change is moving the annual meeting to September. The changed By Laws were signed by the President (Aaron) and Secretary (Lisa).
- Marty relayed that Thea is waiting on approval of the fence changes list from Marty and Dave and then she will mail the fence letters.
- The April overdue letters will be hand delivered to those in arrears.

**VI. New business**

There was no new business.

**VII. Adjournment**

Aaron Beasley adjourned the meeting at 8:25 pm. Minutes submitted by: Lisa Holle



**Hansen Park Homeowners Association**  
**Profit & Loss Budget vs. Actual**  
**January through March 2020**

	<u>Jan - Mar 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
HOA Dues Income	123,761.63	188,552.00	-64,790.37	65.6%
Title Co Transfer Fees	750.00			
Late Payment & Lien Fees	72.33			
<b>Total Income</b>	<u>124,583.96</u>	<u>188,552.00</u>	<u>-63,968.04</u>	<u>66.1%</u>
<b>Expense</b>				
Bank Service Charges	10.00	50.00	-40.00	20.0%
Business License & Fees	0.00	25.00	-25.00	0.0%
HOA Relations & Promotion	296.67	2,500.00	-2,203.33	11.9%
Infrastructure	0.00	10,000.00	-10,000.00	0.0%
Landscaping				
Pond Expense	228.06	4,200.00	-3,971.94	5.4%
Groundskeeper - Parts	120.00	10,000.00	-9,880.00	1.2%
Groundskeeper - Labor	27,328.11	109,000.00	-81,671.89	25.1%
<b>Total Landscaping</b>	<u>27,676.17</u>	<u>123,200.00</u>	<u>-95,523.83</u>	<u>22.5%</u>
Liability Insurance	0.00	3,300.00	-3,300.00	0.0%
Meeting Expenses	36.27			
Office Supplies	226.62	350.00	-123.38	64.7%
Postage Expense	516.49	3,500.00	-2,983.51	14.8%
Professional Fees				
Property Management Fees	2,400.00	9,600.00	-7,200.00	25.0%
Monthly Bookkeeping Service	1,200.00	4,800.00	-3,600.00	25.0%
Annual Audit	0.00	1,500.00	-1,500.00	0.0%
Yearly Tax Preparation	375.00	400.00	-25.00	93.8%
Reserve Study	0.00	600.00	-600.00	0.0%
Legal Fees	104.50	11,027.00	-10,922.50	0.9%
<b>Total Professional Fees</b>	<u>4,079.50</u>	<u>27,927.00</u>	<u>-23,847.50</u>	<u>14.6%</u>
Property Taxes	0.00	3,700.00	-3,700.00	0.0%
Utilities				
Gas and Electric	636.64	3,500.00	-2,863.36	18.2%
Irrigation Assessments	0.00	10,000.00	-10,000.00	0.0%
<b>Total Utilities</b>	<u>636.64</u>	<u>13,500.00</u>	<u>-12,863.36</u>	<u>4.7%</u>
Website Maintenance	367.31	500.00	-132.69	73.5%
<b>Total Expense</b>	<u>33,845.67</u>	<u>188,552.00</u>	<u>-154,706.33</u>	<u>18.0%</u>
<b>Net Ordinary Income</b>	<u>90,738.29</u>	<u>0.00</u>	<u>90,738.29</u>	<u>100.0%</u>
<b>Other Income/Expense</b>				
<b>Other Income</b>				
5 Yr Reserve Dues	30,002.85	0.00	30,002.85	100.0%
MMK Interest Income	33.44			
<b>Total Other Income</b>	<u>30,036.29</u>	<u>0.00</u>	<u>30,036.29</u>	<u>100.0%</u>
<b>Other Expense</b>				
Reserve Expenses	0.00	0.00	0.00	0.0%
<b>Total Other Expense</b>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
<b>Net Other Income</b>	<u>30,036.29</u>	<u>0.00</u>	<u>30,036.29</u>	<u>100.0%</u>
<b>Net Income</b>	<u><u>120,774.58</u></u>	<u><u>0.00</u></u>	<u><u>120,774.58</u></u>	<u><u>100.0%</u></u>