

HP HANSEN PARK

Home Owners Association Meeting Minutes

November 8, 2022

Call to Order: Aaron Beasley called the meeting to order at 7:04 pm via Zoom.

Attendees:

- Board Members: Joan Lewis, Aaron Beasley, Marty Zizzi, Shelley Clark, Joshua Bam, Antoinette Fite

Guests: Guests: Tracy, Trisha

Approval of Minutes

The October 2022 minutes were approved.

Consent Agenda

None

Financial Report

Financial reports attached. Lines have been added to the summary to show the carry forward amount, so going forward any amount carried over from a prior year will be clearly identified. The carry forward is not on the financial reports from the bookkeeper. Twenty households still owe dues & reserves. There are 113 still owing reserves only, but some checks have come in recently (about 8 to 10). Five households owe over \$1000. Shelley and Aaron still plan to talk to them. Nineteen households are on a payment plan. Hoping to avoid putting liens on homes. Lawyer fees run about \$100 and will be added to what the homeowners owe. One home still owes from 2014. Budget to Actual YTD 2022 review shows there is \$24,517.17 left to spend. It looks like we're over by \$3,365.66 but that is from the 2021 carryover. We aren't over budget and there are no overdrawn accounts. Shelly has the updated contract from UPS (mailbox) for Aaron to sign.

The house where the tree fell during the windstorm appears to have no damage. We're waiting to hear the results of the foundation check. Our insurance covers liability only. It's recommended we look into getting more insurance (disaster insurance) for this type of thing. At this time, it's recommended that we pay any damages out of the reserves. It was agreed that we use reserve funds to fix the wall that was damaged by the tree, and that we get Karen's input on whether the reserves should be used this way going forward.

There's a \$525.00 bill from KID that's due on 4/30/23. It includes twenty-one charges of \$25 for changing the name on the parcels that were transferred to the HOA. The good news is that it is all officially ours now.

The office for the storage unit is now located on Steptoe. They will no longer take checks. We will look into renting the old office space on 4th Ave for meetings.

Committee Reports

Communications (JL): Would like to share some info from Mail Chimp. There are 397 contacts in Mail Chimp, and we have 385 subscribers (after 12 of the 397 unsubscribed). There has no negative feedback, just some decided to unsubscribe. An average of 65% of the subscribers do open their emails. There's been positive feedback specifically on the Halloween parade via e-mail. Thanks to Aaron and the board for removing the trees now and paying for them later. A homeowner who stopped by while trick-or-treating and recognized her as a member of the board also expressed thanks for

removing the trees. Also another thank you to Aaron for the quick response after the storm for the tree cleanup.

Special Events (RM): No report.

Landscape (AB): Wind storm blew down a tree on 4th Ave. Tree is laying on a house in the senior community and damaged the border wall. The HOA for that community was happy we claimed responsibility. As mentioned above, we're waiting on the final inspection. Once everything is taken care of, we will send a closure letter. Still looking for someone to take on landscaping. Aaron asked Joan to contact the people who indicated they had an interest in joining to see if there's any interest.

ACC (JB): Approved a new driveway on 5th Ave; a new shed and a new fence/stone wall. There were 14 projects approved so far in 2022.

Pond (TH): No report.

CCR (MZ): Plans to do a drive through survey of the neighborhood soon. Found out that the property on S. Idaho is in the middle of redoing the whole front lawn. People have been blowing leaves into the street or leaving them in piles that get blown down the street. If anyone witnesses this, they should contact Marty. We can put this info in an email, on the website, in a newsletter to inform the homeowners to not do these things. Marty has some info prepared to go out with the billing statements regarding pets. Joan will send the info via email also.

Website (TM): No report.

Unfinished Business

Letter to homeowners: discussed in Marty's report above.

New Business

Website calendar for 2023: With items like the yard sale, movie night, Halloween parade, etc. There is already an Events tab on the website with a calendar. The 2023 events still need to be added.

Planning for 2023: Reserve study: Need to set up a committee. We can ask for volunteers via email and/or a mailing. We need to plan for 2025 and beyond (raise dues?). **Dream list:** a building (for meetings); storage building near the pond; dropbox (ballots).

Budget Planning (2024): Shoot for early spring.

Guest: Trisha asked when do notifications go out for meetings? Joan sends out the week before and then on the Sunday before but didn't send this past Sunday (was on vacation). Meeting info posted on website also. Discussion on neighborhood Christmas party/block party. Shelley will work on location.

Shelley asked if we will have a December Christmas party instead of a meeting? Everyone agreed to a party. Aaron is very appreciative of the hard work the board has done.

Adjournment

Aaron adjourned the meeting at 8:19pm.

Submitted and signed: Antoinette Fite
Antoinette Fite, Secretary

Approved and signed: Aaron Beasley
Aaron Beasley, President



HANSEN PARK HOMEOWNERS' ASSOCIATION

FINANCIAL REPORTING FOR THE MONTH OF: Nov. 2022

- Balance Sheet - Previous Yr. Comparison
- Profit & Loss Budget vs Actual YTD
- Profit & Loss for the Month

4:35 PM
12/02/22
Cash Basis

Hansen Park Homeowners Association
Balance Sheet
As of November 30, 2022

	<u>Nov 30, 22</u>	<u>Nov 30, 21</u>	<u>\$ Change</u>
ASSETS			
Current Assets			
Checking/Savings			
Hapo	100,689.74	150,421.57	-49,731.83
Community First Bank	16,812.76	33,575.90	-16,763.14
Money Market (Reserve)	61,246.93	100,946.83	-39,699.90
Total Checking/Savings	<u>178,749.43</u>	<u>284,944.30</u>	<u>-106,194.87</u>
Accounts Receivable			
Accounts Receivable	-3,521.91	-3,247.85	-274.06
Total Accounts Receivable	<u>-3,521.91</u>	<u>-3,247.85</u>	<u>-274.06</u>
Total Current Assets	<u>175,227.52</u>	<u>281,696.45</u>	<u>-106,468.93</u>
TOTAL ASSETS	<u>175,227.52</u>	<u>281,696.45</u>	<u>-106,468.93</u>
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Credit Cards			
Card Services	173.38	0.00	173.38
Total Credit Cards	<u>173.38</u>	<u>0.00</u>	<u>173.38</u>
Total Current Liabilities	<u>173.38</u>	<u>0.00</u>	<u>173.38</u>
Total Liabilities	173.38	0.00	173.38
Equity			
Retained Earnings	283,183.12	162,097.93	121,085.19
Net Income	-108,128.98	119,598.52	-227,727.50
Total Equity	<u>175,054.14</u>	<u>281,696.45</u>	<u>-106,642.31</u>
TOTAL LIABILITIES & EQUITY	<u>175,227.52</u>	<u>281,696.45</u>	<u>-106,468.93</u>

Hansen Park Homeowners Association
Profit & Loss Budget vs. Actual
 January through November 2022

	<u>Jan - Nov 22</u>	<u>Budget</u>	<u>\$ Over Bud...</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
HOA Dues Income	187,548.50	188,916.00	-1,367.50	99.3%
Title Co Transfer Fees	1,350.00			
Late Payment & Lien Fees	691.06			
Total Income	<u>189,589.56</u>	<u>188,916.00</u>	<u>673.56</u>	<u>100.4%</u>
Expense				
Bank Service Charges	70.00	50.00	20.00	140.0%
Business License & Fees	20.00	50.00	-30.00	40.0%
Dues/Subscriptions	430.45			
HOA Relations & Promotion				
Events	2,669.13	3,800.00	-1,130.87	70.2%
Welcome Committee	180.00	1,500.00	-1,320.00	12.0%
HOA Relations & Promotion - Other	0.00	0.00	0.00	0.0%
Total HOA Relations & Promotion	<u>2,849.13</u>	<u>5,300.00</u>	<u>-2,450.87</u>	<u>53.8%</u>
Infrastructure Repairs	1,224.44	3,466.00	-2,241.56	35.3%
Landscaping				
2021 Carry Over	17,598.47	18,993.22	-1,394.75	92.7%
Groundskeeper - Contract	102,257.34	109,000.00	-6,742.66	93.8%
Groundskeeper - Add'l	7,494.04	7,000.00	494.04	107.1%
Playground Maintenance & Design	1,286.91	1,500.00	-213.09	85.8%
Pond Expense	2,240.95	4,000.00	-1,759.05	56.0%
Snow Removal	0.00	1,000.00	-1,000.00	0.0%
Trees Maintenance Program	22,729.98	15,000.00	7,729.98	151.5%
Total Landscaping	<u>153,607.69</u>	<u>156,493.22</u>	<u>-2,885.53</u>	<u>98.2%</u>
Liability Insurance	3,583.00	3,500.00	83.00	102.4%
Meeting Expenses	162.79	150.00	12.79	108.5%
Office Supplies	592.09	500.00	92.09	118.4%
Postage Expense	71.31	1,000.00	-928.69	7.1%
Printing and Reproduction	1,716.81	400.00	1,316.81	429.2%
Professional Fees				
Property Management Fees	6,644.39	9,600.00	-2,955.61	69.2%
Monthly Bookkeeping Service	5,500.00	6,600.00	-1,100.00	83.3%
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	801.00	800.00	1.00	100.1%
Legal Fees	2,038.09	3,000.00	-961.91	67.9%
Total Professional Fees	<u>15,358.48</u>	<u>21,900.00</u>	<u>-6,541.52</u>	<u>70.1%</u>
Property Taxes	904.61	1,100.00	-195.39	82.2%
Utilities				
Gas and Electric	2,109.24	2,500.00	-390.76	84.4%
Irrigation Assessments	10,463.78	11,000.00	-536.22	95.1%
Total Utilities	<u>12,573.02</u>	<u>13,500.00</u>	<u>-926.98</u>	<u>93.1%</u>
Federal Taxes	155.00			
Website Maintenance	285.49	500.00	-214.51	57.1%
Total Expense	<u>193,604.31</u>	<u>207,909.22</u>	<u>-14,304.91</u>	<u>93.1%</u>
Net Ordinary Income	<u>-4,014.75</u>	<u>-18,993.22</u>	<u>14,978.47</u>	<u>21.1%</u>
Other Income/Expense				
Other Income				
5 Yr Reserve Dues	94,979.94			
MMK Interest Income	92.25			
Total Other Income	<u>95,072.19</u>			
Other Expense				

4:38 PM
12/02/22
Cash Basis

Hansen Park Homeowners Association
Profit & Loss Budget vs. Actual
January through November 2022

	<u>Jan - Nov 22</u>	<u>Budget</u>	<u>\$ Over Bud...</u>	<u>% of Budget</u>
Reserve Expenses	<u>199,186.42</u>			
Total Other Expense	<u>199,186.42</u>			
Net Other Income	<u>-104,114.23</u>			
Net Income	<u><u>-108,128.98</u></u>	<u><u>-18,993.22</u></u>	<u><u>-89,135.76</u></u>	<u><u>569.3%</u></u>

4:36 PM
 12/02/22
 Cash Basis

Hansen Park Homeowners Association
Profit & Loss
 November 2022

	Nov 22	Nov 21	\$ Change
Ordinary Income/Expense			
Income			
HOA Dues Income	888.77	228.00	660.77
Title Co Transfer Fees	75.00	75.00	0.00
Total Income	<u>963.77</u>	<u>303.00</u>	<u>660.77</u>
Expense			
Bank Service Charges	10.00	0.00	10.00
HOA Relations & Promotion			
Events	0.00	112.93	-112.93
Total HOA Relations & Promotion	<u>0.00</u>	<u>112.93</u>	<u>-112.93</u>
Infrastructure Repairs	0.00	1,236.18	-1,236.18
Landscaping			
Groundskeeper - Contract	9,797.13	9,109.37	687.76
Groundskeeper - Add'l	276.76	148.60	128.16
Pond Expense	0.00	186.12	-186.12
Total Landscaping	<u>10,073.89</u>	<u>9,444.09</u>	<u>629.80</u>
Postage Expense	-7.93	0.00	-7.93
Professional Fees			
Monthly Bookkeeping Service	500.00	500.00	0.00
Annual Audit	0.00	1,750.00	-1,750.00
Legal Fees	0.00	2,656.40	-2,656.40
Total Professional Fees	<u>500.00</u>	<u>4,906.40</u>	<u>-4,406.40</u>
Utilities			
Gas and Electric	6.39	211.50	-205.11
Total Utilities	<u>6.39</u>	<u>211.50</u>	<u>-205.11</u>
Website Maintenance	23.50	0.00	23.50
Total Expense	<u>10,605.85</u>	<u>15,911.10</u>	<u>-5,305.25</u>
Net Ordinary Income	<u>-9,642.08</u>	<u>-15,608.10</u>	<u>5,966.02</u>
Other Income/Expense			
Other Income			
5 Yr Reserve Dues	5,253.00	5,627.27	-374.27
MMK Interest Income	9.14	6.53	2.61
Total Other Income	<u>5,262.14</u>	<u>5,633.80</u>	<u>-371.66</u>
Other Expense			
Reserve Expenses	3,149.40	0.00	3,149.40
Total Other Expense	<u>3,149.40</u>	<u>0.00</u>	<u>3,149.40</u>
Net Other Income	<u>2,112.74</u>	<u>5,633.80</u>	<u>-3,521.06</u>
Net Income	<u><u>-7,529.34</u></u>	<u><u>-9,974.30</u></u>	<u><u>2,444.96</u></u>