

# *HP* HANSEN PARK

## *Home Owners Association Meeting Minutes*

October 13, 2022

Call to Order: Aaron Beasley called the meeting to order at 7:01 pm via Zoom.

Attendees:

- Board Members: Joan Lewis, Shelley Clark, Rachel Moore, Aaron Beasley, Marty Zizzi, Tom Hall, Thom Moore, Antoinette Fite

Guests: Frank Cowing

Approval of Minutes

The July, (corrected) August and (corrected) September 2022 minutes were approved.

Consent Agenda

None

Financial Report

Has ballot report ready to give to Aaron to certify the 228 ballots (quorum met at 174). Joan went through the comments and compiled the information. Budget results: 170 - yes; 16 - no. Officers: 170+ votes for current officers. Proxy votes: 42. It was motioned, seconded and approved to accept the certification of the ballot results by Shelley and Joan. Budgets reports attached to the agenda. Some back dues were collected from recent sales of homes. Twenty homes still owe dues & reserves; 127 owe reserves; 20 are over 90 days; 5 are over \$1000 due (AB & SC will visit them soon to discuss next steps).

A homeowner asked about budgets and didn't seem happy about how we currently do things. Shelley invited her to attend board meeting(s) to discuss. This homeowner also requested that we do snow removal at the kids' park because kids catch the bus there and it's usually not safe with all the snow.

Aaron announced that there is a freeze on all spending until January. Joan asked if the freeze will affect taking action on the damaged tree at the pond? Aaron answered that yes, we will have to leave it until January. Joan expressed concern about leaving it unsecured until it is finally removed. Tom hall doesn't think that there is a safety issue currently.

Some discussion on the carryover funds. There is some confusion of why it's listed as an expense. This needs to be cleared up especially for homeowners. Shelley will try to have the overage listed as part of the budget.

Committee Reports—Include preview of what you'll present at the annual meeting.

Communications: No report.

Special Events (RM): Volunteers needed for the Halloween parade. We will meet at 3:30p on the 31<sup>st</sup> at Aaron's house on 3<sup>rd</sup>.

Landscape (AB): On 4th St there is a power circuit in a flower bed which has flooded. It's PUD equipment. Irrigation water went down the line and came out around some of the homes. Sergio has cut the water. Marty states that this seems like an infrastructure aging issue. Aaron says it happened on a corner that we just landscaped earlier this year. The PUD should seal their vault to prevent flooding and Aaron will call them about this. Aaron will also talk to Sergio about snow removal at the park. Marty asks what are we going to do about the 10th Ave area near the wall? Aaron spoke with the city and the city has confirmed that the area is still their property. The guy he met with has retired so he

needs to meet with the new person. Aaron will contact them and set up a meeting. The hope is that the Cigy will landscape it. Shelly added that the pond has been officially transferred to the HOA. Tom H. asked if the tree issue in the pond could be handled under maintenance since there is no spending until January and maintenance is already paid up? Aaron will ask Sergio if he can prop it up/secure it under the maintenance contract.

ACC: No report.

Pond (Tom H): KID replaced the broken supply valve at their cost. Water now shuts all the way off. KID will shut off soon so that will be the end of the season. There were around 448 fish caught/removed this year.

CCR (MZ): There were good results from the weed control letter. There was one complaint regarding a home in the 100 block of South Idaho not watering the front lawn. Marty proposes we enclose a note with the billing—a courtesy reminder about control of pets and other HO responsibilities (weeds on the sidewalk, etc). Shelley requests adding a message about barking dogs. Marty has started the letter and will forward it to the board. Joan can also send the letter via e-mail. Shelly also recommends putting together a newsletter. Aaron suggests that it be a quarterly newsletter if we do it.

Website (TM): Will update with Halloween information soon. Please remember to send him anything that could be posted to the website. Tom H asks is there a way to get a metric of how often the website is looked at by HO's? Thom can get a number of how often the site accessed but not by whom. Thom will add pics of 4th Ave when the leaves change. He'll take the pics via drone. He will also take pics of the park and the pond. Tom H can let HO's around the pond know that the drone is for HOA pics. We can do an email blast also.

#### Unfinished Business

AF will type up the notes from the annual meeting. Aaron will sign those and they'll be posted to the website also. Will also send to the board members.

#### New Business

Aaron doesn't want to do any major projects in 2023. He would like us to do a lot of planning and thinking. We have the Reserve Study to understand and talk to the public about. Wants to address some issues like landscaping. Take a year off from major projects. Spend the year studying, researching and learning. Shelley mentioned one project we've already looked at: bulletin boards. Aaron agreed we can discuss. Email blasts are working and so is the website. HO's have been more responsive.

#### Adjournment

Joan moved, Marty 2<sup>nd</sup>, members approved, and Aaron adjourned the meeting at 8:14pm.

Submitted and signed:   
Antoinette Fite, Secretary

Approved and signed:   
Aaron Beasley, President

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# HANSEN PARK HOMEOWNERS' ASSOCIATION

## FINANCIAL REPORTING

FOR THE MONTH OF: Oct. 2022

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

8:34 AM  
11/02/22  
Cash Basis

Hansen Park Homeowners Association  
**Balance Sheet**  
As of October 31, 2022

	<u>Oct 31, 22</u>	<u>Oct 31, 21</u>	<u>\$ Change</u>
<b>ASSETS</b>			
Current Assets			
Checking/Savings			
Hapo	100,689.74	150,421.57	-49,731.83
Community First Bank	26,153.08	49,285.00	-23,131.92
Money Market (Reserve)	58,934.19	94,985.50	-36,051.31
Total Checking/Savings	<u>185,777.01</u>	<u>294,692.07</u>	<u>-108,915.06</u>
Accounts Receivable			
Accounts Receivable	-3,296.91	-3,021.32	-275.59
Total Accounts Receivable	<u>-3,296.91</u>	<u>-3,021.32</u>	<u>-275.59</u>
Total Current Assets	<u>182,480.10</u>	<u>291,670.75</u>	<u>-109,190.65</u>
<b>TOTAL ASSETS</b>	<u><u>182,480.10</u></u>	<u><u>291,670.75</u></u>	<u><u>-109,190.65</u></u>
<b>LIABILITIES &amp; EQUITY</b>			
Equity			
Retained Earnings	283,183.12	162,097.93	121,085.19
Net Income	-100,703.02	129,572.82	-230,275.84
Total Equity	<u>182,480.10</u>	<u>291,670.75</u>	<u>-109,190.65</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>182,480.10</u></u>	<u><u>291,670.75</u></u>	<u><u>-109,190.65</u></u>

8:36 AM

11/02/22

Cash Basis

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

	Jan - Oct 22	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
HOA Dues Income	186,659.73	188,916.00	-2,256.27	98.8%
Title Co Transfer Fees	1,275.00			
Late Payment & Lien Fees	691.06			
<b>Total Income</b>	<b>188,625.79</b>	<b>188,916.00</b>	<b>-290.21</b>	<b>99.8%</b>
<b>Expense</b>				
Bank Service Charges	60.00	50.00	10.00	120.0%
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 Committe	180.00	1,500.00	-1,320.00	12.0%
HOA Relations & Promotion - Other	0.00	0.00	0.00	0.0%
<b>Total HOA Relations &amp; Promotion</b>	<b>2,849.13</b>	<b>5,300.00</b>	<b>-2,450.87</b>	<b>53.8%</b>
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	92,480.21	109,000.00	-16,539.79	84.8%
Groundskeeper - Add'l	7,320.66	7,000.00	320.66	104.6%
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%
<b>Total Landscaping</b>	<b>143,637.18</b>	<b>156,493.22</b>	<b>-12,856.04</b>	<b>91.8%</b>
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	79.24	1,000.00	-920.76	7.9%
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	5,000.00	6,600.00	-1,600.00	75.8%
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%
<b>Total Professional Fees</b>	<b>14,858.48</b>	<b>21,900.00</b>	<b>-7,041.52</b>	<b>67.8%</b>
Property Taxes	904.61	1,100.00	-195.39	82.2%
Utilities				
Gas and Electric	2,102.85	2,500.00	-397.15	84.1%
Irrigation Assessments	10,463.78	11,000.00	-536.22	95.1%
<b>Total Utilities</b>	<b>12,566.63</b>	<b>13,500.00</b>	<b>-933.37</b>	<b>93.1%</b>
Federal Taxes	155.00			
Website Maintenance	261.99	500.00	-238.01	52.4%
<b>Total Expense</b>	<b>183,101.84</b>	<b>207,909.22</b>	<b>-24,807.38</b>	<b>88.1%</b>
<b>Net Ordinary Income</b>	<b>5,523.95</b>	<b>-18,993.22</b>	<b>24,517.17</b>	<b>-29.1%</b>
<b>Other Income/Expense</b>				
<b>Other Income</b>				
5 Yr Reserve Dues	89,726.94			
MMK Interest Income	83.11			
<b>Total Other Income</b>	<b>89,810.05</b>			
<b>Other Expense</b>				
Reserve Expenses	196,037.02			
<b>Total Other Expense</b>	<b>196,037.02</b>			
<b>Net Other Income</b>	<b>-106,226.97</b>			
<b>Net Income</b>	<b>-100,703.02</b>	<b>-18,993.22</b>	<b>-81,709.80</b>	<b>530.2%</b>

8:35 AM  
 11/02/22  
 Cash Basis

**Hansen Park Homeowners Association**  
**Profit & Loss**  
 October 2022

	<u>Oct 22</u>	<u>Oct 21</u>	<u>\$ Change</u>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
HOA Dues Income	455.56	350.81	104.75
Title Co Transfer Fees	150.00	0.00	150.00
<b>Total Income</b>	<u>605.56</u>	<u>350.81</u>	<u>254.75</u>
<b>Expense</b>			
HOA Relations & Promotion			
Events	0.00	737.64	-737.64
<b>Total HOA Relations &amp; Promotion</b>	<u>0.00</u>	<u>737.64</u>	<u>-737.64</u>
<b>Landscaping</b>			
Groundskeeper - Contract	19,585.25	18,218.74	1,366.51
Groundskeeper - Add'l	173.38	40.00	133.38
Playground Maintenance & Design	662.46	0.00	662.46
<b>Total Landscaping</b>	<u>20,421.09</u>	<u>18,258.74</u>	<u>2,162.35</u>
Office Supplies	0.00	87.94	-87.94
Postage Expense	-7.94	351.34	-359.28
<b>Professional Fees</b>			
Property Management Fees	0.00	800.00	-800.00
Monthly Bookkeeping Service	500.00	500.00	0.00
Reserve Study	0.00	67.00	-67.00
Legal Fees	0.00	409.00	-409.00
<b>Total Professional Fees</b>	<u>500.00</u>	<u>1,776.00</u>	<u>-1,276.00</u>
<b>Utilities</b>			
Gas and Electric	411.12	229.17	181.95
<b>Total Utilities</b>	<u>411.12</u>	<u>229.17</u>	<u>181.95</u>
Website Maintenance	23.50	0.00	23.50
<b>Total Expense</b>	<u>21,347.77</u>	<u>21,440.83</u>	<u>-93.06</u>
<b>Net Ordinary Income</b>	<u>-20,742.21</u>	<u>-21,090.02</u>	<u>347.81</u>
<b>Other Income/Expense</b>			
<b>Other Income</b>			
5 Yr Reserve Dues	976.00	3,298.00	-2,322.00
MMK Interest Income	7.43	6.34	1.09
<b>Total Other Income</b>	<u>983.43</u>	<u>3,304.34</u>	<u>-2,320.91</u>
<b>Net Other Income</b>	<u>983.43</u>	<u>3,304.34</u>	<u>-2,320.91</u>
<b>Net Income</b>	<u><u>-19,758.78</u></u>	<u><u>-17,785.68</u></u>	<u><u>-1,973.10</u></u>