

HP HANSEN PARK

Home Owners Association Meeting Minutes

September 13, 2022

Call to Order: Aaron Beasley called the meeting to order at 7:03 pm via Zoom.

Attendees:

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

Guests: Brett

Joan read two emails from Sharon Atkins (as she was unable to attend). She asked why the annual meeting will be held on Zoom instead of in person. She listed reasons why in-person should be considered. Shelley agrees in wishing the meeting could be held in person, but also explained that Aaron contacted the library and the PUD but both have Covid restrictions against large meetings. Aaron confirmed that he tried but to no avail. He is onboard with future meetings being held in-person. Joshua stated that he believes that the Zoom meeting is the most accessible option to conduct a large meeting. Marty recalls only one annual meeting in the past several years that had a large gathering and also feels that Zoom provides an easier way for busy families to attend.

Approval of Minutes

The July and August 2022 Board Meeting Minutes were held until the annual meeting next week or until the October board meeting.

Consent Agenda

Reimburse Shelley for out-of-pocket expenses due to the HOA credit card being maxed out. All items fall under budget in their categories. Benton County Treasurer - \$218.50; Events (Park Opening - food/utensils; copies, envelopes) - \$1376.89. Motion to approve the consent agenda passed.

Financial Report

August reports sent with the agenda. On the P&L vs Actuals report, the tree maintenance project looks over budget, but we had already approved to reallocate funds to that budget. However Mesa entered the full contract amount for the tree maintenance (\$23,000) and as she pays the installments she can't reallocate to a different category so it shows as over budget, but we're also under budget in other categories so the bottom line will balance out. We've reallocated most of the funds from the categories that were under budget so there can be no going over budget at this time. No extra spending aside from things that are already budgeted. The HAPO renewal CD came out on 9/8/22. With such low rates at this time, the recommended next step is to let it rollover into another year at the 0.4% rate. Motion approved to let the CD auto rollover for another year.

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

Communications: (Joan) – The email list was created. We have 382 of the 519 homeowners on the master list. Hopeful that more will include their email addresses when they respond to the request included in the recent mailing. Mail Chimp implemented and working well. Ten new dog stations were purchased and installed.

Special Events: Held a successful Halloween day parade last year. The toddler park opening picnic last month. Looking forward to planning the 2022 Halloween parade. Would like to set up a Zoom meeting soon to get the ball rolling and get volunteers involved.

Landscape: We will buy one of Sergio's recommended new high tech valve replacements to see how well it really works (keeps the system clean). Can buy more next year if they're work really well. Discussion of dead tree in pond area that is really leaning. Possibly an accident waiting to happen. Aaron will talk to Sergio about removing or securing it sooner rather than later. Tom reported there are 4 trees throughout the neighborhood that should be removed. In 2022 we had trees pruned, fixed a major line, lots of work done to prep the toddler park (moved and replaced lines, poured concrete, etc).

ACC: Approved 11 projects, mostly paint colors. Also some pools and a shed. Requests were all approved in a reasonable time frame. Josh has a list of all of the requests available for review.

Pond: Tom won't be able to attend the annual meeting. The shore rock restoration was the big 2022 project. The turtle project had some issues. Relocating the trapped turtles without notifying Fish & Wildlife was a big mistake. Going forward, Tom will work with them before relocating the other turtles. For now, the turtle traps have been removed. Removing the carp is not an issue with Fish & Wildlife so Tom will continue trapping and removing those in an effort to keep the pond from being overrun with them. The KID valve on east end of pond is leaking. KID has no record of this valve and haven't been helpful in fixing it. Sergio will replace the valve after the KID turns off the water in October.

CCR: Reclaimed control of covenant enforcement which saves us \$800 per month. Opened up better line of communication with homeowners. There's a collaborative relationship with homeowners now. Next year, the emphasis will be on weed control by the homeowners.

Website Status: Will remove Marty as contact for ACC and add Joshua's contact info. In 2022 the website was renovated, new platform but still compatible with WordPress. We have a person on retainer for backend updates and to help with front end when Thom isn't available (service level support). Annual meeting info is up with online voting available. Will add announcement about the street sweeping scheduled for September 21st and 22nd starting at 7:30am both days. All cars need to be moved off the streets. This week or weekend would be a great time for homeowners to spray the weeds on the driveways and sidewalks/curbs in front of their homes so the dead weeds can be swept away.

Aaron expressed his thanks to the board for the great work getting things done this year!

Unfinished Business

Reserve Study Report: Will be posted to website soon so it can be reviewed before the annual meeting next month. It will also be placed on a future board meeting agenda (maybe October) so that homeowners can attend and ask questions if they miss the annual meeting. Joan requested a detailed Reserve account report for the Annual Meeting showing revenue and expenses. Shelly will provide the requested report.

New Business

Adaptive Seat Harness: A concerned mom asked that we purchase this for the handicap swing after she saw kids playing on it while unsupervised. The swing is meant for children who meet ADA requirements and those children are typically supervised while at the park. The harness will cost \$289.63, but at this time, the board agrees to first put up signage discouraging horseplay (play at your own risk) and encouraging parent supervision.

Adjournment

Joan Lewis moved, members approved and Aaron adjourned the meeting at 8:20pm.

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: Sept. 2022

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

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

	<u>Sep 30, 22</u>	<u>Sep 30, 21</u>	<u>\$ Change</u>
ASSETS			
Current Assets			
Checking/Savings			
Hapo	100,575.64	150,307.47	-49,731.83
Community First Bank	46,895.29	70,349.02	-23,453.73
Money Market (Reserve)	57,925.76	91,682.16	-33,756.40
Total Checking/Savings	<u>205,396.69</u>	<u>312,338.65</u>	<u>-106,941.96</u>
Accounts Receivable			
Accounts Receivable	-3,271.91	-2,996.32	-275.59
Total Accounts Receivable	<u>-3,271.91</u>	<u>-2,996.32</u>	<u>-275.59</u>
Total Current Assets	<u>202,124.78</u>	<u>309,342.33</u>	<u>-107,217.55</u>
TOTAL ASSETS	<u>202,124.78</u>	<u>309,342.33</u>	<u>-107,217.55</u>
LIABILITIES & EQUITY			
Equity			
Retained Earnings	283,069.02	162,097.93	120,971.09
Net Income	-80,944.24	147,244.40	-228,188.64
Total Equity	<u>202,124.78</u>	<u>309,342.33</u>	<u>-107,217.55</u>
TOTAL LIABILITIES & EQUITY	<u>202,124.78</u>	<u>309,342.33</u>	<u>-107,217.55</u>

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

	<u>Jan - Sep 22</u>	<u>Budget</u>	<u>\$ Over Bud...</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
HOA Dues Income	186,396.26	188,916.00	-2,519.74	98.7%
Title Co Transfer Fees	1,125.00			
Late Payment & Lien Fees	691.06			
Total Income	188,212.32	188,916.00	-703.68	99.6%
Expense				
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%
Total HOA Relations & Promotion	2,849.13	5,300.00	-2,450.87	53.8%
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	72,874.96	109,000.00	-36,125.04	66.9%
Groundskeeper - Add'l	7,147.28	7,000.00	147.28	102.1%
Playground Maintenance & Design	624.45	1,500.00	-875.55	41.6%
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	123,216.09	156,493.22	-33,277.13	78.7%
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	79.27	1,000.00	-920.73	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	4,500.00	6,800.00	-2,100.00	66.2%
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	14,358.48	21,900.00	-7,541.52	65.6%
Property Taxes	904.61	1,100.00	-195.39	82.2%
Utilities				
Gas and Electric	1,691.73	2,500.00	-808.27	67.7%
Irrigation Assessments	10,463.78	11,000.00	-536.22	95.1%
Total Utilities	12,155.51	13,500.00	-1,344.49	90.0%
Federal Taxes	155.00			
Website Maintenance	238.49	500.00	-261.51	47.7%
Total Expense	161,746.16	207,909.22	-46,163.06	77.8%
Net Ordinary Income	26,466.16	-18,993.22	45,459.38	-139.3%
Other Income/Expense				
Other Income				
5 Yr Reserve Dues	88,550.94			
MMK Interest Income	75.68			
Total Other Income	88,626.62			
Other Expense				

8:39 AM
10/03/22
Cash Basis

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

	<u>Jan - Sep 22</u>	<u>Budget</u>	<u>\$ Over Bud...</u>	<u>% of Budget</u>
Reserve Expenses	<u>196,037.02</u>			
Total Other Expense	<u>196,037.02</u>			
Net Other Income	<u>-107,410.40</u>			
Net Income	<u><u>-80,944.24</u></u>	<u><u>-18,993.22</u></u>	<u><u>-61,951.02</u></u>	<u><u>426.2%</u></u>

8:38 AM
 10/03/22
 Cash Basis

Hansen Park Homeowners Association
Profit & Loss
 September 2022

	Sep 22	Sep 21	\$ Change
Ordinary Income/Expense			
Income			
HOA Dues Income	1,597.35	0.00	1,597.35
Title Co Transfer Fees	150.00	150.00	0.00
Late Payment & Lien Fees	35.00	0.00	35.00
Total Income	<u>1,782.35</u>	<u>150.00</u>	<u>1,632.35</u>
Expense			
Dues/Subscriptions	430.45	0.00	430.45
HOA Relations & Promotion			
Events	1,525.31	0.00	1,525.31
Total HOA Relations & Promotion	<u>1,525.31</u>	<u>0.00</u>	<u>1,525.31</u>
Landscaping			
2021 Carry Over	3,203.70	0.00	3,203.70
Groundskeeper - Contract	0.00	9,109.37	-9,109.37
Groundskeeper - Add'l	2,420.30	1,877.81	542.49
Playground Maintenance & Design	624.45	0.00	624.45
Pond Expense	235.01	583.39	-348.38
Trees Maintenance Program	3,788.33	0.00	3,788.33
Total Landscaping	<u>10,271.79</u>	<u>11,570.57</u>	<u>-1,298.78</u>
Office Supplies	226.04	0.00	226.04
Postage Expense	92.61	0.00	92.61
Printing and Reproduction	1,274.48	0.00	1,274.48
Professional Fees			
Property Management Fees	3,866.16	800.00	3,066.16
Monthly Bookkeeping Service	500.00	500.00	0.00
Total Professional Fees	<u>4,366.16</u>	<u>1,300.00</u>	<u>3,066.16</u>
Utilities			
Gas and Electric	211.72	215.56	-3.84
Total Utilities	<u>211.72</u>	<u>215.56</u>	<u>-3.84</u>
Website Maintenance	23.50	0.00	23.50
Total Expense	<u>18,422.06</u>	<u>13,086.13</u>	<u>5,335.93</u>
Net Ordinary Income	<u>-16,639.71</u>	<u>-12,936.13</u>	<u>-3,703.58</u>
Other Income/Expense			
Other Income			
5 Yr Reserve Dues	1,647.53	7,555.68	-5,908.15
MMK Interest Income	5.39	5.62	-0.23
Total Other Income	<u>1,652.92</u>	<u>7,561.30</u>	<u>-5,908.38</u>
Net Other Income	<u>1,652.92</u>	<u>7,561.30</u>	<u>-5,908.38</u>
Net Income	<u><u>-14,986.79</u></u>	<u><u>-5,374.83</u></u>	<u><u>-9,611.96</u></u>