

# **Gleneagle North HOA 2020 Annual Meeting**



**October 21, 2020**

**7:00 - 9:00 pm**

**Antelope Trails Elementary**

# **Agenda**

- 1. Call to Order**
- 2. Introductions - Board of Directors**
- 3. Minutes of Last Meeting**
- 4. Maintenance & Improvement Projects**
- 5. Covenant Enforcement Updates**
- 6. Financial Report**
- 7. Elections**
- 8. Improvement Projects for 2021**
- 9. Topics From the Floor**
- 10. Adjournment – by 9:00 PM**

# Board of Directors

- **Filing Directors**

- ❖ Filing 3 - Bob Swedenburg (6 years, Secretary)
- ❖ Filing 4 – Bill Goettlicher (17 years)
- ❖ Filing 8 – Tina Dudley (13 years – departing, position open)
- ❖ Filing 9 – Carroll Clabaugh (13 years)

- **At-Large Directors**

- Filing 3 – Brian Bleike (2 years, Treasurer)
- Filing 3 – Lisa Cole (4 years)
- ❖ Filing 3 – Mark Keller (4 years, Vice President)
- Filing 8 – John Rickman (9 years, President)
- Filing 9 – Don Richardson (1 year)

- **Architectural Committee Representatives (Not Elected)**

- Filing 3 – Gaines Burns and Bob Swedenburg
- Filing 4 – Vacant (handled by Bill Goettlicher)
- Filing 8 – Andy McNabb
- Filing 9 – Vacant (handled by Carroll Clabaugh)

- **Webmaster - Bob Dahl (not a Board member)**

❖ = Position up for election

# **Minutes of 2019 Meeting**

**A required element of any HOA Annual Meeting is reading of the minutes of the previous meeting.**

**This requirement may be waived upon approval of a motion to waive the reading.**

# Maintenance & Improvement Projects



# **Projects Completed**

- **Jake's Lake landscaping**
- **Playground landscaping**
- **Fence repairs**
- **Tree removal near Jake's Lake, Gleneagle Drive – 4 days**
- **Weed control – open space common teasel**
- **Beaver trapping and relocation**
- **Tree removal service for homeowners**
  - Phase 1: 59 trees plus 5.5 days of cutting
  - Phase 2: 92 trees



# Project Results - Jake's Lake





# Project Results - Jake's Lake





# Project Results – Playground Improvements





# Project Results – Tree Removal





# Project Results – Tree Removal





# Project Results – Weed Control





# Beaver Trapping & Relocation

- 2 beavers, 65 pounds and 45 pounds!
- Jessie / Pristine bridge pond area and Jake's Lake
- Relocated to Woodland Park wilderness area



# **Past Year's Regular Activities**

- **Published GNHOA Newsletter (4 issues), improved content and format**
- **Conducted “Golden Light String” and “Green Thumb” Contests**
- **Provided Shred-It Day event**
- **Held Spring Clean Up event – 8 containers of trash, recycling, wood chippings**
- **Coordinated Holiday Hayride (cancelled due to weather - again!)**
- **Architectural Control Committee - handled 60 architectural reviews, 54 covenant complaints**



# **Past Years' Regular Activities**

## **(Continued)**

- **Coordinated with Legal Counsel, Insurance Agent, Antelope Trails Elementary, El Paso County, Other HOAs, and NEPCO**
- **Maintained 15 common areas – mowing, weed control**
- **Snow removal – GNHOA owned areas**
- **Maintained and improved [www.gnhoa.com](http://www.gnhoa.com) web site**
- **Operated the GNHOA Alerts system (e-mail notification of important information): **256 homeowners enrolled****

# Covenant Enforcement Updates



# **Covenant Enforcement**

- **Obligation of the Board to enforce covenants**
  - **Many comments from homeowners to BoD – yards, weeds, unsightly conditions, trash piles, trash bins outside, street parking**
  - **Updated enforcement rules to facilitate ACC coordination, homeowner compliance, fine structure, mediation – see web site**
- **To report potential covenant violations: email [info@gnhoa.com](mailto:info@gnhoa.com) or email / discuss with your filing's ACC representative**



# Financial Report



## Homeowner Billing for 2021

- **January: Billed first week in month via mail, due Feb 28**
- **July: Billed first week in month via mail, due Aug 31**
- **Late charge of \$10 applied after due date**
- **Special assessment for stormwater repair – last bill in January**
- **No trash or recycling service fee increases in 2021**

Billing Item	January	July
HOA Assessments	50.00	50.00
Trash Service	78.00	78.00
Recycling Service (optional)	31.50	31.50
Special Assessment – Stormwater Repair	80.00	0.00
<b>Total, no recycling</b>	<b>208.00</b>	<b>128.00</b>
<b>Total, with recycling</b>	<b>239.50</b>	<b>159.50</b>

# Budget-Actual Results 2019-2020

- See Financial Reports handout for income and expense details
- Key reports will also be posted on GNHOA web site
- Extra income from payment of delinquent accounts, interest, late charges

Budget Category	Actual \$	Budget \$	Variance \$	Variance %
Operations Income	39,721.53	36,955.00	2,766.53	7.5%
Operations Expense	39,037.49	36,955.00	2,082.49	5.6%
<b>Net Operations (income-expense)</b>	<b>684.04</b>	<b>0.00</b>		
Trash & Recycling Income	96,353.43	92,550.00	3,803.43	4.1%
Trash & Recycling Expense	91,014.92	90,950.00	64.92	0.1%
<b>Net Trash (income-expense)</b>	<b>5,338.51</b>	<b>1,600.00</b>		
Special Assessment Income	84,915.71	94,185.00	-9,269.29	-9.8%
Special Assessment Expense	0.00	0.00	0.00	0.0%
Special Services Income (trees)	16,379.00	17,077.00	-698.00	-4.1%
Special Services Expenses (trees)	16,995.97	17,077.00	-81.03	-0.5%

# Balance Sheet 2019-2020

- Reserve funds in Savings: Operations ~\$30,000, Trash ~\$7,500
- “Other” subaccount includes payments / credits / returned checks not yet applied to future billing items
- No loans, credit, or other liabilities
- Note: Balances reported in 2019 Annual Meeting were as of 08/31/19 (before fiscal year end 09/30/19) due to previous meeting schedule

Account – Subaccount	Balance \$ Oct 1, 2019	Balance \$ Sep 30, 2020	Difference \$
Checking - Operations	31,349.90	22,723.63	- 8,626.27
Checking – Trash & Recycling	30,200.85	34,099.86	3,899.01
Checking – Other	- 165.00	1,760.96	1,925.96
<b>Checking Total</b>	<b>61,385.75</b>	<b>58,584.45</b>	<b>- 2,801.30</b>
Savings - Operations	29,682.53	123,885.21	94,202.68
Savings – Trash & Recycling	5,539.83	7,539.83	2,000.00
<b>Savings Total</b>	<b>35,222.36</b>	<b>131,425.04</b>	<b>96,202.68</b>
<b>TOTAL</b>	<b>96,608.11</b>	<b>190,009.49</b>	<b>93,401.98</b>



# Board Approved Budget 2020-2021

- See Financial Reports handout for budget income and expense details
- Minor adjustments to Operations and Trash categories
- Special Assessment expenses using funds collected in 2019-2021 periods

Budget Category	Budget \$ 2019-2020	Budget \$ 2020-2021	Difference \$
Operations Income	36,955.00	36,955.00	0.00
Operations Expense	36,955.00	36,955.00	0.00
<b>Net Operations (income-expense)</b>	<b>0.00</b>	<b>0.00</b>	
Trash & Recycling Income	92,550.00	92,675.00	125.00
Trash & Recycling Expense	90,950.00	92,940.00	1,990.00
<b>Net Trash (income-expense)</b>	<b>1600.00</b>	<b>-265.00</b>	
Special Assessment Income	94,185.00	50,715.00	-43,470.00
Special Assessment Expense	0.00	120,750.00	-120,750.00
Special Services Income (trees)	17,077.00	13,824.00	N/A
Special Services Expenses (trees)	17,077.00	13,824.00	N/A

# Improvement Initiatives 2019-2020

- Documented processes, standards, account structures
- Converted to online bill payments from bank for all regular bills
- Leveraged QuickBooks software exclusively for all financial transactions, reporting, budgeting (eliminated spreadsheets)
- Upgraded computer and QuickBooks software
- Converted to external printing/inserting services for bills, mailings
- Increased efficiency of invoicing and payment processing
- Modernized and enhanced content of invoices and statements

## **Financial & Account Metrics**

Total GNHOA homes: 483

Current renters: 37 (8%)

Current recyclers: 275 (57%)

Payments processed annually: ~1,100

Bills paid annually: ~120

**Overdue accounts (1 billing cycle): 64**

Delinquent accounts ( $\geq 2$  billing cycles): 12

Delinquent balance: ~\$6,600

## **Improvement Initiatives 2020-2021**

- **Coordinate trash/recycling services contract renewal**
  - **Current 3-year contract with GFL Environmental (formerly Bestway) expires end of 2021**
- **Research electronic payment options and costs**
  - **Current direction is to use homeowners' bank online bill pay solution with scheduled payments (free)**
- **Improve financial documentation of GNHOA physical assets (fences, monuments, etc.)**
- **Continual improvements to QuickBooks accounting methods and reporting**
- **QuickBooks version upgrade, laptop computer upgrade**

# Elections





# Elections - Board of Directors

- **Four Filing Directors:**
  - ❖ **Filing 3 – currently Bob Swedenburg**
  - ❖ **Filing 4 – currently Bill Goettlicher**
  - ❖ **Filing 8 – open (formerly Tina Dudley)**
  - ❖ **Filing 9 – currently Carroll Clabaugh**
- **One At-Large Director:**
  - ❖ **Filing 3 – currently Mark Keller**
- **Self-nominations or nominations from the floor are accepted**
- **Only filing residents vote for Filing Directors**
- **All attendees vote on At-Large Directors**
- **One vote per home address**

# Improvement Projects for Upcoming Year



# **Potential Community Improvements**

- **Storm Water Drainage System Repair (Playground to Lower Retention Pond)**
- **Improve Lower Greenbelt Walking Trails**
- **Filing entry improvements**
- **Landscaping and Grounds Maintenance for Ongoing Support**
- **Identifying and Landscaping Areas Currently Neglected**
- **Replace Metal and Undersized Wood Signposts With 6" by 6" Wood Signposts**



# Stormwater Damage Repair





# Stormwater Damage Repair





# Walking Trails Improvements





# Improve Filing Entry Areas





# Landscape Filing Entry Areas



# **2020-2021 Activities & Objectives**

- **Implement Community Improvement Projects**
- **Revise Bylaws/Rules/Procedures as Needed**
- **Continued Maintenance of Common Areas**
- **Maintain/Upgrade Web Site**
- **Review CO Law Applicability**
- **Continue GNHOA Alerts**
- **Continue Ongoing Successful Programs:**
  - **Quarterly Newsletter, Awards Programs, Mosquito Monitoring, Spring Clean Up, Shred-It Day, Holiday Hay Ride**
- **Landscaping/Covenant Focus**



# Remaining Storm Water Damage Repair – Estimated Costs

## **Estimated Cost of Remaining Work:**

- Lower Retention Pond Sediment Removal - \$55,000
- Rebuilding/Rerouting Drainage Channel - \$30,000
- Constructing 6 Check Dams on Channel - \$65,000

<b>Total Estimated Cost</b>	<b>\$150,000</b>
<b>Available Uncommitted Funds</b>	<b>- <u>\$30,000</u></b>
<b>Special Assessment Funds</b>	<b>\$120,000</b>

# **Remaining Storm Water** **Damage Repair**

- **Special Assessment collected over three billing periods – Jan 20, Jul 20, and Jan 21 – in the amounts of \$85, \$85, and \$80**
- **The initial phase of work at Jake's Lake was completed in early 2019**
- **The last phases of project work are planned for early 2021**

# Open Forum





# Topics From the Floor

**Open Forum for  
Discussion,  
Questions,  
Suggestions,  
Etc.**



**Meeting Adjourned.  
Thanks for Participating  
in Your Association!**