

**Forrest Groves Estates Homeowners Association  
Board of Directors Meeting**

Topic: FGEHA August Board Mtg  
Time: February 20, 2024 07:00 PM Mountain Time (US and Canada)  
Join Zoom Meeting

<https://zoom.us/j/96655824212?pwd=ZEVjS0NuU3BuOW5EMINKZWNjeExnQT09>

Meeting ID: 966 5582 4212

Passcode: 057992

## AGENDA

**Tuesday, February 20, 2024 7:00 p.m.**

Call to Order: 7:05\_\_ pm

Board Attendance: Andy Arnold, Beth Gordon, Jenn Mack, Jennifer Redfern, Dave Kasper

Guest Attendance: Dave Rahn, David Bowen, Tim Wheeler

- Motion to approve January 2023 Board Minutes
  - o Motion --Dave Kasper                      Second --Beth Gordon                      Approved? Yes

### Finance Report: David Bowen / Beth Gordon

Financial Report: Beth Gordon / Dave Bowen (available at <https://forrestgrovesestates.communitysite.com/>)

As of month ending Jan 31, 2024:

Total cash on hand was \$46,373 with \$32,367 in the operating account and \$14,006 in the reserve account.

Accounts receivable as of 01/31/24 were \$15,654.00 as of 2/10 this was paid down by \$4,314 and subsequent payments have also been received. Notices will be sent out this month.

#### Operating Account

Variances over \$100 were as follows.

- \$1649.00 in Legal Fees for governance and policy review.
- \$720.00 in water testing – due to timing in the budget. Still better than budget YTD by \$1,020.00
- Overall, excess of revenue over expenses for the six months ended was \$18,403.00 and better than budget by \$3,887.00.

Insurance variances occur monthly due to premium increase – will land over budget by ~ \$450.00 for FY24.

#### Reserve Account

Overall, excess of revenue over expenses for the six months ended was \$1.

No activity.

## Committee Reports

- No WAP Update

## Water and Sewer Report: Dave Kasper

- Not much movement with engineering consultant
  - Logan offering services to draft non-compliance CDPHE
    - can draft schedule toward compliance and to install/source meter
    - suggested to hire a consulting engineer if needed
  - Andy will call Logan regarding costs and steps moving forward

## Road & Trash/Recycling Report: Jen Redfern

- Thanks to Tim Wheeler for scraping roads and to snowplow drivers for snow removal
- Discussion of Tim Wheeler maintaining roads to build reserves to allocate funds
- Discussion whether to skip dust mitigation in next meeting/culvert replacement or by April

## Old Business

- CDPHE (see notes in Water and Sewer Report)
- House Bill 22-1137
  - Thanks to Dave Rahn for help in drafting policies
  - Switching to monthly payments to be better aligned with statutory requirements for notice of payments and be in compliance
    - Will be a minor increase in costs but would incentivise moving to digital
      - communicate first notice by email
      - application of late fees - David Bowen suggested to not put late charges on first event, but discussion amongst the board after first notice to access fees if needed
      - second notice would be a point where further discussion would be made to recommend a lien if outside of extenuating circumstance
      - documentation is key for communication instead of using all forms of communication
        - Day 1 of delinquency via email with statement attached
        - Day 15, get an email/phone call/certified mail/text message/etc for example
          - Not required to do all forms
        - Day 60 notice would be a certified letter
      - Important to make it clear the changes and provide time for members to adjust their payment cadence
        - ex: monthly ACH withdraw
        - Provide notice much sooner than July 1 of new fiscal year to educate members on new cadence
      - Will vote on Policy 8 and make efforts to provide ample communication regarding Policy 8
        - Jenn Mack will post information in upcoming newsletters prior to

FEBRUARY 2024 Board Meeting AGENDA

July 1 adoption

- Motion to approve Policy 8 revisions: Andy Arnold
  - Second: Dave Kasper
  - Approved: Yes
- Policy 7, Policy 13 and Fee Rules
  - Dave Rahn to post Policies and email to members for comment
  - Possibly post notice near mailboxes to further alert members
  - Motion post notices on Policy 7 and Policy 13 and Fee Rules so they can be seen by members : Andy Arnold Second: Dave Kasper Approved: yes
    - Ensure to put onto website
- Proposed Rule Updates
  - Amend vehicle parking to no overnight parking
    - Parking exceeding 6 hrs from 10pm to 8am the following day
  - will continue discussion during next meeting
- Upgrade to Member Directory
  - Need to upgrade to next tier for email distributions
  - Dave Rahn would upgrade tier
    - Would include text messaging services
  - Motion to approve added expense to HOA Express: Andy Arnold Second: Dave Kasper Approved: Yes
- STR items - continued
  - Will discuss in next meeting
- Security for mailboxes - continued
  - Will discuss in next meeting
- Proposed draft of rules - continued
  - Will discuss in next meeting

**New Business**

- Preliminary budget planning
  - Will discuss in next meeting
- Review Reserve Study for financial needs
  - Will discuss in next meeting
- Comments?

**Motion to Adjourn:** Andy Arnold

Second: Jenn Redfern

Adjourned 8:37 pm

**Next Board Meeting:** March 20, 2024 7:00 pm – Zoom