

## Forrest Groves Estates Homeowners Association Board of Directors Meeting

Topic: FGEHA August Board Mtg  
Time: August 16, 2023 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

### MINUTES

**Wednesday, August 16, 2023 7:00 p.m.**

Call to Order: 7:05\_\_pm

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

Guest Attendance: Dave Rahn, Tracy Davis

- Motion to approve June 2023 Board Minutes
  - o Motion -- Beth Gordon                      Second – Jenn Redfern                      Approved? Yes

#### **Finance Report: David Bowen / Beth Gordon**

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

#### **As of July 31, 2023**

- Cash in the operating account was \$14,314.00 and \$14,005.00 in the reserve account for a combined total of \$28,318.00.
  - Accounts receivable as of 7/31/23 were \$14,525. As of 8/12/23 this balance was paid down by \$3,150.00.
    - o \$8583.00 is set up on payment plans, and \$1,136.00 remains past due with collections notifications in place.
  - Notes on variances greater than \$100
    - o \$213 variance in sewer lab testing was due to timing
- Overall, excess of revenue over expenses for one month ended 7/31/2023 was \$4,878 and better than budget by \$3,054.00.

#### RESERVE FUND

- There was no activity in the reserve fund in July.

Other topics:

- Tax Return is complete and will be reviewed with David Bowen when he returns at the end of the month. Will be mailed as required by Sept 15 deadline.
- Budget approved and mailed to homeowners could be amended to make certain categories more accurate. The overall budget will remain the same. Just wanted to offer whether we wanted to do that now or at the start of the next Fiscal Year.

**Committee Reports**

- Fall Clean-Up Day not needed - will focus efforts on Spring Clean-Up Day
  - Proposed: Household Fall or Spring Clean Day
- WAP Update – New WAP Coordinator needed

**Water and Sewer Report: Dave Kasper**

Fred Stephenson & I serviced both blower motors in the influent house on 8/5/23. The blowers were loud prior to the maintenance. The service included adding 40w oil to the blower housing. Blower 1 was low on oil. We greased the fittings & tightened the belts. We each spent about 2.5 hours on the project. Both blowers ran quieter & smoother after the maintenance.

The circuit to the Aspirator 2 was damaged by the heavy snows over the winter. C/T electric completed repairs to the circuit outside of the lagoons on 8/14/23. Repairs included splicing a section of broken wire & installing junction boxes at the splice. Replacing approximately 40' of damaged conduit. Replacing a receptacle, outdoor receptacle housing & cord end. The aspirator motor & water bearings were replaced & the fittings greased in June. Maintenance is up to date & Aspirator 2 is fully functioning.

**Road & Trash/Recycling Report: Jen Redfern**

- October we go back down to one dumpsters being dumped once/week instead of twice/week
- Tim Wheeler is gone and not on the call
  - Jen will meet with Tim to get a list of volunteers for snow plow team
- One dumpster is not bear proof but Jenn will circle back and update
  - Company needed to custom make one and likely will take a while

**Old Business**

Selection of Office Positions

The selection of officer positions were determined through email exchanges and discussions that took place during the FGEHA Annual Meeting. During these discussions, it was agreed that Andy Arnold would serve as President in his first term on the FGHEA board. The position of 1st Vice President was also established, with Dave Kasper being selected to take on this role. Dave brings a wealth of experience in serving on the board last year and will be a valuable asset to Andy in his duties. Jenn Redfern volunteered to continue in her position as 2nd Vice President. Jenn Mack volunteered to serve

August 2023 Board Meeting MINUTES

as Secretary in her first term on the FGHEA board. For the role of Treasurer, our discussions led us to choose Beth Gordon, who has experience as serving as Treasurer in the year prior.

These decisions were made with careful consideration of each member's qualifications, capacity and willingness to contribute to our HOA's success. These selections were discussed and formalized during the FGEHA Annual Meeting. We have confidence in the potential of our newly selected officer team and believe that they will work cohesively to address the needs and concerns of our community effectively.

## New Business

Priorities for board for the year

- Priority: change to the covenants
  - Aligning documentation
  - Rules/managing the cap on STR
  - STR/LTR priorities
  - Not much time left in calendar year and a tight time table
  - Application for licenses will be available in January
    - Someone will need to manage/collect/approve licenses
    - Property managers of rentals will send a form to HOA with renter information
      - Collection of renter information useful for emergencies
      - Need to decide simplified tracking and monitoring processes for data collection on usage
        - Stan was recording some data for STR in neighborhood
          - Summary may be found in Annual Meeting report
    - Fee needs to balance costs but is manageable and appropriate for STR

Fall Meet and Greet

- Agreed to have meet and greet/potluck
  - 10/7/23 time TBD
- Possibility to collect survey data/input on HOA members on topics for board
  - Questionnaire on thoughts of issues to gauge interest/support
  - Would also send out via email for those who cannot attend
    - Budget, Trash/extra dumpster, mailbox security, special assessments

Identifying Maintenance needs/tank cleaning

- Biannually - did last time in late May
  - Will be due again in mid-October
    - Will be looking for additional bids

House Bill 22-1137

- Andy will review and report

Develop Annual Report using Annual Report format

- Stan designed an input form that is compliant and can work off of that

August 2023 Board Meeting MINUTES

- Comments?

**Motion to Adjourn:** Andy                      Second: Beth                      Adjourned 8:13 pm

**Next Board Meeting:** September 20, 2023 7:00 pm – Zoom

NOTE: the Minutes contain some information sent by Officers in their written reports prior to the meeting