

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

Topic: FGEHA August Board Mtg  
Time: December 20, 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, December 20, 2023 7:00 p.m.**

Call to Order: 7:04 pm

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

Guest Attendance: Dave Rahn, Heather Garland, Tracy Davis, Barbara Beevers

- Motion to approve November 2023 Board Minutes
  - Motion --Dave Kasper                      Second – Jenn Redfern                      Approved? Yes

### Finance Report: David Bowen / Beth Gordon

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

As of month ending Nov 30,2023:

Total cash on hand was \$36,559 with \$25,553.00 in the operating account and \$14,006 in the reserve account. Accounts receivable as of 11/30/23 were \$6,602. \$1,898.00 is past due and no change to that amount as of Dec 9.

Variances over \$100.00 in October were as follows:

Operating Account:

- The \$650 variance in caretaker water & sewer expense was due to timing. YTD was better than budget by \$3,914.
- The \$1,732 variance in sewer parts and maintenance expense was due to necessary cleaning of the main lift.
- The \$1,165 variance in sewer tank cleaning expense was due to fall cleaning. The budget did not anticipate this expense until June 2024.

Overall, excess of revenue over expenses for the five months ended was \$12,017 and better than budget by \$3,172

Reserve Account:

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Overall, deficiency of revenue over expenses for the four months ended was \$1. There was no activity in the reserve fund.

### Committee Reports

- Will is subscribed to the notices Beth forwards
- Jenn Mack will flag updates to Will

### Water and Sewer Report: Dave Kasper

- Fred Stephenson retired and has helped find/train two replacements
  - Tom Riley - domestic testing water
    - \$750/month
  - Logan - testing sewer
    - Tom will be taking readings as well for sewer when Logan is unable
- Tom Riley's contract will be month-to-month and can be dissolved if needed
  - Does have opportunity to increase rates, which may occur if there is a problem
  - Rate will likely increase in 2024
- CDPHE compliance
  - conversations started during Thanksgiving
  - Logan has certifications to work with CDPHE
  - May need to update meter on lagoons
    - could cost between \$1,000-3000
  - Will help to gather accurate data to determine if reading discrepancies are due to faulty readings, leak, etc.
  - May have to pay engineer to stamp

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

- Tim may be short on help on holiday during Christmas weekend snow storm
- \$220 fee for trash/recycling
  - if there is snow on top of recycle dumpster they will not dump and we will get fined
- Need snow clearing for well houses
  - Dave Kasper and Beth will take care of well houses
- Tim Wheeler thinks we may not need to grade/place gravel on roads
  - May potentially be able to reallocate funds saved on working roads
  - Bridge runners will need to be replaced
- Will continue discussion of magnesium chloride on roads in future
- Collection will happen on Thursday, instead of Wednesday due to holiday

### Old Business

- House Bill 22-1137
  - will need Andy's signature for Altitude Law
  - Dave Rahn will continue work on the documents
  - Altitude Law
    - provide working documents
    - Dave Rahn can reach out to Dave Bowen to find information on owner information to match email address
    - Dave Bowen should have an owners list updated in September with addresses and emails
  - Billing cycle

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- Annual amount in bylaws
- Andy will provide additional context to add to email for HOA members
- Dave Rahn can provide rate for hourly rate
  - \$350/hour
  - 1-1.5 days of billable hours
  - Can notify board members for more than 5 hours
- STR items - continued
  - Annual permit fee
    - Beth can provide information on proposal
      - Google form to google sheet with calculations done by Dave Bowen
      - Late fee to discourage delinquency
      - Eliminate per rental surcharge due to heavy lift of tracking
      - Eliminate charge to agents for licensing
    - fee collection cadence for agencies
      - will need to be determined
    - Will be a separate invoice
    - How to determine if the fees assessed and paid are accurate
      - Create an annual summary to check against the other entities that collect taxes
      - Should check with Stan on previous procedures
  - Should provide additional information/disclaimers for STR during winter - especially on Upper High Trails
  - How to control lottery for houses applying for STR
- Security for mailboxes
  - will need to have funds allocated
  - cameras likely won't be a viable solution for security due to lack of internet access
  - potentially building out walls and a door for mail center, storage lock boxes, metal cabinet, shipping container
  - May consider a temporary solution for holidays and a permanent solution for 2024

### New Business

- Assemble details for winter newsletter to be mailed with invoices 1st week of January
  - Provide any additional details to Jenn Mack to include in newsletter
- Comments?

**Motion to Adjourn:** Andy Arnold

Second: Jenn Redfern

Adjourned 8:56\_\_ pm

**Next Board Meeting:** January 17, 2024 7:00 pm – Zoom