**Forrest Groves Estates Homeowners’ Association**

**AGENDA Annual Meeting, 1:00 p.m. on July 16, 2022 – Treasure Island**

**AGENDA**

1. Meeting Called to Order at \_\_\_\_\_ p.m. by Stan Dunlap, FGEHA President
2. In attendance:
 Board Members:

Homeowners:
Establishing a quorum

1. Proof of Notice of Meeting:
* Newsletter sent out March 1, 2022
* Four emails, Spring 2022
* Newsletter sent out on July 1, 2022,
* Notice put up on Bulletin Board posted on July 1, 2022.
* Agenda emailed to all Members with 2021 Annual Meeting Minutes, Budget (history 2017-2022) and Approved 2022-2023 Annual Budget, July 10, 2022
1. Review and approval of minutes from 2021 Annual Meeting.  (Minutes were posted on the FGEHA website and emailed with the Annual Meeting Notice)
	1. **Motion** to approve the Annual Meeting Minutes of 2021

 Made By:

 Second:

 Discussion?

 Approved?

1. Report of Officers:

**Treasurer, Mary Dunlap (through April 22, 2022)  Bookkeeper, David Bowen**

a. 2021-2022 Report:

Income:  $81,342 Assessments

Income: $ 2,044 Trash/Recycling

Income: $ 371 Interest & other

INCOME: **$ 83,757** TOTAL

 EXPENSES:  **$ 95,464** TOTAL

 Reserves: $10,002 TOTAL

b. 2022-2023 Budget:

Income:  $100,296 Assessments

Income: $ 1,200 Trash/Recycling

Income: Interest & other

INCOME: **$101,496** TOTAL

 EXPENSES:  **$101,496** TOTAL

 Reserves: $ 10,004 TOTAL

The heavier and ever more costly expenses of 2021-2022 forced the Board to raise Annual Assessment for the first time in nearly a decade by approximately 20% in order to have a balanced budget. We were fortunate that we had $15,839 in retained earnings to carry over into this year’s operating budget, whereas there will only be $1,553 to carry forward this year. Please remember to inform your bank of the increase. If you prefer, you may request an ACH application through FGEHA & have the funds withdrawn. No Charge.

**1st Vice President in charge of Water and Sewer: Dave Kasper** 2021-2022

* July 2021- The divider curtain between lagoon cells 1 & 2 fell into the lagoon, resulting in an unfavorable effluent test result. Olin fixed the divider curtain before the problem escalated- avoiding fines
* July- The tank on High trails was empty leading to an interruption of water service there. Several members attempted to identify the problem. Eventually Tim Wheeler found a leak at 520 High trails. Several volunteers/members fixed the leak with the help of a mini-ex donation from Ted’s rental & service was restored
* August- Olin & Dave fixed Aspirator 1. Aspirator 1 becomes clogged frequently because of its proximity to the influent. A decision was made to leave it off to act as a backup to aspirator 2 & minimize maintenance. Fred deemed this acceptable provided we continued to pass our effluent tests.
* August- Olin greased the bearings in aspirator 1 & 2
* August- Dave & Olin pulled weeds in the lagoon
* August- Fred noticed an extra draw on the chlorination tank in the Verde pumphouse. Eventually the problem was identified as a faulty internal check valve in the Verde pump. Clint Brooks installed an external check valve & reinstalled the pump in a plumb position. It had previously been installed at an angle during a drought, to maximize its ability to draw from a diminished source. It was designed to operate in the plumb position. It was noted that the well housing-currently a section of galvanized culvert- is rusty. Sometime in the future it may need to be upgraded-perhaps with a PVC sleeve.
* September - Copper & Lead testing was performed as required by the State, on samples from 4 locations on the Verde well. Tests results showed copper & lead levels were below concerning levels & no further action was required. This testing will not be required this year.
* October- A supply line from the Verde pump to the tank was broken by an excavating contractor at 318 High trails while attempting to widen a driveway. The lines were replaced with several new 90-degree fittings & buried. It’s still an open issue as to whether the repairs were done properly & adequately enough to duplicate the original condition of this community resource.
* December- A leak in the basement of 318 High trails caused the tank to empty & result in an interruption of water to High trails. The leak was identified & repaired by the homeowner & the tank was able to fill.
* April- Ground water under direct influence of surface water testing commenced by Fred on the Verde well. Initial results were promising with no influence by surface water found. Final results are expected in the Fall
* May- water service to members on the Verde well was interrupted when the Verde well pump burned out. Service was restored when the pump was replaced by Chris at Animas Well Drilling with help from Olin & Fred.
* June- A pressure tank in the Rowland pumphouse was bloated & broken. Chris with Animas Well & Drilling bypassed the tank he replaced a few days later.

**2nd Vice President in charge of Roads and Trash & Recycling: Joe Wise**

**Trash and Recycling Report** for 2021-2022

* Waste Management reduced recycling pickups to once every two weeks. Trash is currently picked up twice a week during the summer, but one of the dumpsters was cut to once a week during winter months. Good job everyone with letting ashes cool before placing them in the dumpsters. No fires this year!
* We occurred one fine in August of 2021, for having trash in our recycling. Please stay diligent and only place approved items in the recycling. Thanks to our Members who have removed trash from the recycling bin. Please remember to flatten all cardboard boxes.
* We had two successful clean up days, in the fall of 2021 and spring of 2022. The fall cleanup required one 20 yard roll off, where the spring clean-up required two 30 yard roll offs to remove all the chipped material. Cost for trash and recycling will be going up.

**Roads**

* Big thanks to our community volunteers that kept the roads plowed this last winter. Road work was completed by S&S construction this spring. That included adding gravel, blading, reworking swales, cleaning the ditch down High Trails and applying dust mitigation spray.
* There was one incident where an Amazon semi-truck drove too far into Forrest Groves Lane and jackknifed his truck. It took a towing company, three tow trucks and the help of some residents to get him out of the neighborhood.
* People driving too fast is still a problem.

**Secretary, Susan Brown** – 1 year of service (stepping down due to work responsibilities)

* Collaborated with Stan Dunlap (President) on monthly Board meeting agendas
* Recorded and posted monthly Board minutes
* Updated and maintained the Forrest Groves website
	+ Willing to continue supporting this effort
* Created and maintained the Forrest Groves Facebook page
	+ Willing to continue to maintain this service
* Set up Google Gmail
* Set up and organized files into Google Docs
* Maintained Association bulletin board
* Created a draft of a Homeowners Guide (needs to be updated) but would be ready to be published to the website as a downloadable document

**Committee Report: Wildfire Adapted Partnership (WAP) – Mary Dunlap**

* The purpose of WAP is to encourage people who live in a WUI (Wildland Urban Interface) to ensure that their homes and property are not at high risk for starting or passing along a wildfire. With our sustained drought and severe fire conditions (dry fuels, low humidity and high winds), the better job we do of mitigating the possible impact, the better off we will ALL be.
* The spring clean-up and fire mitigation weekend on May 21-22 was very successful as mentioned above. Perhaps the greatest part was the number of people who worked so hard to make it work. 200 hours of work by homeowners were logged during our spring clean-up, cleaning up the “fire ladder” and needle removal and chipping and cleaning up.  We received a $253 rebate from WAP for the cost of the chipper that was used during this time.
* Neighbors are encouraged to keep track of their hours used when doing brush removal, pulling weeds, or any other outside cleanup.  If money is spent personally doing this clean up, then the amount spent needs to be noted.  There will be a sign-up sheet at the Bulletin Board OR you can contact Mary Dunlap to record your hours and/or money spent. We can use these hours and payments as part of our “contributed service” & commitment when we apply for grants,
* We are currently working with the local WAP rep on ensuring our compliance with their regs.
* Alex Graf from WAP will do a free home assessment of fire risk to your property. Contact Mary for more information.

**President, Stan Dunlap**

* Thanks to all of you for your volunteer work in fire mitigation and other clean-up around the neighborhood. Positive curb appeal is a great way to maintain home value for you AND your neighbors.
* Bylaws, Policies & Rules
Thanks to the Committee (Dave Rahn, Mike Riley, and Tim Wheeler) and the FGEHA Board for all their work and expertise in creating these documents. We appreciate the feedback we have received from Members as well. As part of the Board’s fiduciary responsibility to look out for the best interests of all owners, we need to be sure that there is a clear alignment of these docs with our Covenants from 1990. In the coming months, we will be asking for Members’ approval to do some housekeeping on the Covenants by voting on changes to the relevant language.
	+ **Bylaws** established & clarified 3 groups: Members, Associate Members and Limited Service Members, so that we may legally provide services as an HOA.
	+ **Policies** were written to clarify our relation to the regulations from CCIOA (Colorado Common Interest Community Association) from DORA (the Colorado Department of Regulatory Affairs).
	+ **Rules** were written to provide the detailed expectations of members and visitors to our neighborhood.
	 *All these documents may be downloaded from the FGEHA website.*
* When FGEHA was established in 1970 and when the Covenants were updated in 1990, Short-Term Rentals (STR) as we know them today, did not exist. The Board has developed a procedure to work with owners of homes being used for STR. It requires each Member to get a License from the Association. The Policy and Rule require that each Rental Agency representing them also apply for a License from the Association and inform us of key rental details. The Board will work on fine-tuning the procedures with an emphasis on keeping Forrest Groves Estates the quiet, peaceful, friendly neighborhood you chose to be part of. (Policy #13 and Rule # 18)
* Complaints: aggressive dogs, dogs not on leash, barking nuisance, people speeding, speeding & some inappropriate behavior by Short-Term Renters. The Board will act on written complaints sent to fgehoa@gmail.com
* We certainly miss the active volunteer participation of many of our absent owners, but we very much appreciate our active volunteers
* **Volunteer Appreciation**
* Thank you to Dave Kasper, Beth Gordon, Jennifer Redfern, & Jill Corr for volunteering to run for the board. Since there were four openings and four applicants, the election was not needed.

The FGEHA Board is a working board. During the course of development of the Re-stated Bylaws, Policies and Rules over the past year, the job descriptions were separated into Governance duties and Operational responsibilities to clarify the differences. (See Rule #2)

**INSTALLATION of new BOARD MEMBERS**

Dave Kasper (returning), Jill Corr, Beth Gordon, & Jennifer Redfern

**Meeting to determine Officer roles**

 President – Stan Dunlap

 1st Vice president – Water & Wastewater –

 2nd Vice President – Trash & Recycling, Roads, Architectural Review

 Secretary –

 Treasurer –

9. Unfinished Business:

Vote to approve surplus funds:

Motion to roll the excess funds (retained earnings of $1,553) in the Operating Budget for this fiscal year (2022) to the next fiscal year budget (2023).

**MOTION:** WHEREAS the Forrest Groves Estates Homeowners Association is a nonprofit mutual benefit corporation; and

WHEREAS the corporation seeks to act in accordance with applicable IRS Revenue Rulings;  Therefore,

RESOLVED, that any surplus funds remaining in the Association's budget at the end of the fiscal year shall be applied to the following year's budget as provided for in IRS Revenue Ruling 70-604.

Made by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Second by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Approved ???

* Other?

10. New Business

* ?

11.  Suggestions and/or Comments:

* *Put up a list of things to do so that people or teams of people can work on projects all year long.  This list could be on the bulletin board and distributed to everyone via email or newsletter or website.*
* *Clarify the STR Rule that would establish a quiet time in the evening for renters so as not to disturb the peace of people working or trying to get sleep.*
* *Other???*

12. Announcements:

There will be a short special board training on Thursday, July 28 at 7:00 at 37 Verde Lane to introduce the new Board Members to governing documents, budget & financials, reserve study, Board priorities and to establish the day/date/time for regular monthly Board meetings.

*FYI We currently have 51 lots owned by* ***Members*** *in the Association, 48 developed, 3 Undeveloped.*

* *23 are full time residents  9ht 10v 4fg*
* *5 are long term rentals  1ht 2v 2 fg*
* *8 are short term rentals (STR)  5ht 2v 1fg*
* *12 are vacation homes 2 ht 6v 4 fg*
* *3 undeveloped lots 3ht
51 TOTAL*

 *Members 17 HT 11 FG 20 V = 48 + 3 lots*

*We provide service to* ***5*** *additional homes owned by* ***Associate Members****.*

*Additionally, we currently provide trash, recycling or road access to* ***3******Limited Service Members****.\**

 *\* These numbers vary from year to year.*

Next FGEHA Annual Meeting will be in July of 2023.

Motion to adjourn by ­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_ seconded by \_\_\_\_\_\_\_\_\_\_\_\_\_ Approved

Meeting was adjourned at \_\_\_\_\_\_\_.