

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

Topic: FGEHA Board Mtg  
Time: August 21, 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

## MINUTES

**Wednesday, August 21, 2024 7:00 p.m.**

Call to Order: 7:12 pm

Board Attendance: Jenn Mack, Dave Kasper, Jennifer Redfern, Tom Galvani, Troy Ross

Guest Attendance: David Bowen, David Rahn, Stan Dunlap, Maile Kane, Austin Priester

- Motion to approve July 2024 Board Minutes
  - Motion: Tom Galvani                      Second: Dave Kasper                      Motion Passed - Approved

### Finance Report:

Financial Report for the one month ended July 31, 2024: David Bowen (available at <http://fgeha.com/>)

Total cash on hand was \$50,947 with \$36,939 in the operating account and \$14,008 in the reserve account. Accounts receivable as of 7/31/24 were \$2,754. This was paid down by \$1,994 as of 8/14/24.

Overall, the operating fund presented an excess of revenue over expense for 1 month ended of \$2,897 and better than budget by \$1,638.

Overall, the reserve fund presented an excess of revenue over expense for 1 month ended of \$40 and better than budget by \$40. The \$40 favorable variance was due to incorrect billing for the 3 non-owner customers with limited services for the \$10 monthly reserve assessment. David will contact individuals and remove the charge to be reflected in August financials.

### Committee Reports

- WAP Update was not available.
  - Tom Galvani might know someone interested in the committee position and will report back to the board.

### Water and Sewer Report: Dave Kasper

- Dave Kasper will put battery in transmitter in tower and complete annual maintenance.
- Dave was able to get the string trimmer running and weed lagoon.
- Dave reached out to Logan (the sewer tech) for status on CDPHE. Logan had submitted narrative conditions report in March to request time to review new data available from the new meter that has been installed. The state of Colorado will allow the association to gather data for a year,

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- Once the 12-month data is compiled the association will need an engineer to review the data, write a report and stamp it with their approval,
- The report must be submitted to the state no later than 4/30/25.

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

- The Waste Management contract and service agreement needs to be updated with the vendor. The new contract will need to be accepted by the association and signed by the association President.
  - Jen Redfern will email vendor information and David Bowen and Tom Galvani will work with Waste Management to obtain a renewal agreement to provide services outlined below:
    - Fall/Winter schedule is dumpster 1 once a week, dumpster 2 twice a week November – April,
    - Spring/Summer schedule is both dumpsters 2x/week May- October,
    - Recycling is serviced once a week year around,
    - Clarify with the vendor that trash service will be reduced after October 31<sup>st</sup>.
- New speed bump was installed on upper High Trails
  - Tom Galvani will let Tim know that the new speed bump is in place.

### Old Business

- Confirmation of board positions
  - Board positions are still under consideration and assignment.
  - Still need to find and fill the role of president
    - Jenn Mack will send an email blast targeting request for a volunteer
    - Troy will look closer at the board positions.
  - David Bowen will notify the bank and vendors of new board members (LPEA, Waste Management, etc.) and request that records be updated,
    - David Bowen will reach out to The Bank of Jan Juans to start the process to remove old board members and add new members, including signing authority.
- David Bowen scope of work approval
  - Motion to approve the Management Agreement for Forrest Groves Estates to continue to use David Bowen and expand his services:
  - Motion to Approve: Tom Galvani Second: Troy Ross Motion Passed - Approved
    - David Kasper will sign the agreement and scan a copy to David Bowen
- Concrete pad for Zircon, 120 FGL
  - The owner will need to submit plans; however, it appears that the Zircon is replacing the previous structure,
  - A member notified the board that the shipping container is already in place without prior review from the board,
  - Dave Kasper will get photos to review and discuss with the Board.
- Late submission of STR application, 206 FGL
  - The property has been a STR for four years and is one of the properties that is not under the direct control of association,
  - Motion to approve STR application: Troy Ross Second: Jenn Redfern Motion Passed – Approved.
- Concrete pad installed on Treasure Island not approved by Board
  - Installed a new walk-over bridge and installed a permanent concrete pad into the dirt of Treasure Island for structure of bridge.

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- All other bridge connections on Treasure Island side are not permanent,
- The owner did not get approval from Bureau of Reclamation nor the board,
- Dave Kasper will get photos the bridge work and submit to the Board and Tom will draft email from the Board to the owner.

### New Business

- Should the association host a Fall Community Workday and Meet & Greet details confirmation?
  - The Board opted to skip the Fall Workday and Meet & Greet.
- Annual members report
  - David Bowen will refer to the examples on the website and provide a draft for Board approval.
- Assemble financials for CPA tax prep
  - David Bowen will organize and send out to the CPA.
- FinCEN Federal Corporate Transparency Act and CDORA registration
  - David Bowen will reach out and assist with completing the CTA requirements prior to the end of the physical year.
  - David Bowen will work to renew the annual registration with the Colorado Department of Real Estate.
- Email statements
  - Jenn Mack will send out an email blast and include ACH agreement in link
  - Accounting will provide one final mailing with a notice that future invoicing will be by email only unless a mailed copy is requested.
- Austin Priester pays  $\frac{3}{4}$  of year (April - December) and no charge for winter months
  - No agreement about HOA no covenants on property
    - Signing document for mandatory HOA fee needs to be located,
    - Austin is asking for clarification on whether the fee is mandatory or a donation.
- Comments/suggestions?

**Motion to Adjourn:** Dave Kasper

Second: Troy Ross

Adjourned 8:45 pm

**Next Board Meeting:** September 18, 2024 7:00 pm – Zoom