

Aspen Cove HOA Board Meeting Agenda
 6:30 PM Friday August 18, 2017
 Mark Page Cabin
 With updated minutes

1	Welcome:	Mark
2	Roll Call: Mark Page, Curtis Steele, Bob Conner, Rick and Bonnie Seastrand, Dan Allen	Mark
3	Guests: No one in attendance	Mark
4	Secretary: <ul style="list-style-type: none"> • Approve minutes from the June 24th member meeting. • Review Draft of minutes from July 20th member meeting. 	Bonnie
5	Treasurer: <ul style="list-style-type: none"> • Bank state has been reconciled to the statement to the penny. • Pritchetts are selling. Curtis has talked with the loan people about the delinquent fines on these lots. Time \$ amount by 2, If the buyer wants to come in clear then this needs to be paid. • 6 still owing in fees. • No question on the budget. • Should budget be in the newsletter? Yes, it should be put in. • Mark will need some help from Curtis about wording for newsletter. • Billing needs to be sent out for the special assessments. \$96.00 • Increase of dues will go out for 2018 	Curtis
6	Roads/Gates: <ul style="list-style-type: none"> • Gate signs left up thru Labor Day. They will come down after that. • 2 locks replaced on the back gates, bought 2 with 2 spares in the shed. Dan gave Mark a receipt for the locks. These have a sturdier key. • Heavy rains has caused some wash out in road ways, Mark talked to James about this. Board approved Dan to tell James to fix the washed out parts. • Special assessments...we don't come enough to have the roads plowed. She does not want to pay for snow removal, the board cannot approve for you not to pay, she would like the road plowed to her place. The board agreed on this. Problem with that part of the road is the wind. 	Dan

	<ul style="list-style-type: none"> • Curtis thinks that this fee should be waived. But what if someone else wants the same thing later on? Variance should be requested in person at a board meeting. Documented in the minutes and the board will decide on what happens to the request, but also charge a special assessment. This will increase the cost to all members to take care of this for your request. • Board is in agreement on this • Car facing lake, confused driver...said he was trying to get in to out the back gate. Wayne Fransen. Curtis helped him get thru to the back gate. Wanted to know where his key was? • There was an accident, John Davis was killed in this accident. 	
7	<p>Water:</p> <ul style="list-style-type: none"> • Our culinary water storage tank has been inspected. This is done annually. The lid seal needs to be replaced. Erkkila's will take care of this. • The July pump house report was handed out. It would appear that all of the water is accounted for. There are no apparent leaks in the system. • Our culinary water use spiked between July 10th and 14th with a flow rate of 29.31 gpm. The flow then dropped to 7.97 gpm on July 21st. • To repair the 2 broken fire hydrants a special small tool is required. Erkkila's have located a supplier for the needed parts to make the repairs. This same company will also loan them the needed tool. • Bills to be approved included: Dan bought a new lock for the back gate and 2 extras for future use. The bill totaled \$43.94. An invoice was received from Erkkilas in the amount of \$60.00 for the inspection of the water tank. • A motion was made by Bob and seconded by Dan to pay the bills. The vote was unanimous. 	Mark
8	Member Services/Common Area:	Jared
9	<p>Member Services/Security:</p> <ul style="list-style-type: none"> • Heat was over heating cameras, new board has been put in and payment was sent. • Discussion with sandy still has aspen cove HOA and will be working with Bob on this and want to be the administrator. Bob says no, she needs to relinquish rights to Aspen Cove in his opinion. 	Bob

10	<p>Weeds:</p> <ul style="list-style-type: none"> • 3 Checks were given to Mark for weed removal that were taken care of by Doug • Primatol will kill anything. Use on weeds but be careful where you put it. • Approve payment to Doug Motion: Bob 2nd, Dan Allen, All in favor—yes • Fines that are collected for weed control should be put into the weed control/fines line item as revenue. This money could be dispersed under weed control, which is a line item in our expenses. This money could be used to spray, cut or otherwise remove weeds from the common areas in Aspen Cove. It was suggested that this line item should receive an increase in funding in the future. Bob recommended it be not added to this year's budget. We should wait until Doug is present and get his input. • Curtis will send invoices to those lot owners who have not been diligent in controlling the noxious weeds on their property. A short letter will accompany the fine invoices. He will post them to each account/lot as a fine. 	Doug
11	<p>Architectural Committee:</p> <ul style="list-style-type: none"> • Harding's, Lot #64 have submitted a building plan for 2018, when they plan to build their cabin. 	Rick
12	<p>Other Business:</p> <ul style="list-style-type: none"> • Someone or a group of people tipped over port-a-pa few days ago. James reported the problem to Jared. He said there was a group of kids in the area. Each lot owner has a responsibility to watch for these kinds of problems and report them or if possible resolve the issue. • There have been some complaints about the cost of security cameras. It is our hope that the security cameras will help reduce vandalism at the common area. • One of our property owners call and asked about cabins and lots that have been sold over the past years or so. Carbon County told her that the tax increase we will be paying in November was adjusted up because property values have increased as shown in these recent sales, and new construction. Bob said this should not have raised taxes. New construction was Gallops, Allen's and those that have sold. Dan thinks we are being raped by the Carbon County. Consider as a board to take this to the Carbon County. It was thought that the lot owners should 	Mark

	<p>organize and meet with the County but not as the Board from Aspen Cove.</p> <ul style="list-style-type: none"> • Kim Erkkila, representing Scofield Town, contacted Aspen Cove about making a donation to their July 4th celebration. Last year we donated \$500.00 to the Town. A motion was made by Bob and seconded by Rick that we donated \$500.00, again this year. The vote was unanimous. We need to support Scofield Town, and also be good neighbors. • When property owners are fined for any reason, the fine should be continued until it is paid in full. Any payment received will pay any additional penalties first and then the original fine will be satisfied. The Board has some discretion concerning the application of additional fines and fees. • The Board reviewed the results of the recent voting for the special assessment for snow removal. One lot owner requested that they not be required to pay this fee because the road is not currently being plowed to their property. They stated that if they pay the fee, they would like the road to be plowed to their property so they can use their property in the winter. This lot owner will be invited to the next Board meeting to discuss the matter in more detail. 	
13	Meeting adjourned:	9:00 pm
	<p>**PLEASE INITIAL AND DATE WHEN YOU HAVE READ/UPDATED**</p> <p>Minutes edited by: Bonnie 9/20/2017</p> <p>Bonnie Seastrand-9/20/2017 Doug Cloward-</p> <p>Mark Page- MP 9-21-17 Rick Seastrand-</p> <p>Jared Edwards- Curtis Steele-</p> <p>Bob Conner-</p>	

ASPEN COVE WATER TANK INSPECTION

Inspected by: James Erkkila

Date:	LEAKS	OUTLET VAVLE	INLET VALVE	INSIDE
7/20/2017	NO	OK	OK	OK
Comments: Needs seal on lid replaced				

Date:	LEAKS	OUTLET VAVLE	INLET VALVE	INSIDE
Comments:				

Date:	LEAKS	OUTLET VAVLE	INLET VALVE	INSIDE
Comments:				

Date:	LEAKS	OUTLET VAVLE	INLET VALVE	INSIDE
Comments:				

	12/31/12	12/31/13	12/31/14	12/31/15	12/31/16	12/31/16	2017	Projection Assumptions	Potential
Cash Balances									
Checking - Zions	1,738	14,431	121	517		3,740		Revenue Increases and Capital Investments going forward	
Zions Money Market	52,047	60,367	55,902	75,039		75,135			
Total Cash	53,785	74,798	56,023	75,556		78,875	Projected		
	Actual	Actual	Actual	Actual	Budget	Actual	Budget		
	2012	2013	2014	2015	2016	11/30/16	2017		
Actual Costs	60,571	61,083	59,680	60,371	59,620	67,842			
Revenues									
Dues (125 lots @\$480)						60,395	60,000	125 lots @\$480	
Fines						2,200		Pass through to contractor	
Services (Weeds etc)						150	150		
Late Fees						97	175		
Interest income						5,000	1,000	Only 1 Cabin projected	
Road Impact Fees						67,842	61,325	Note it was only these fees that kept us out of red in '16	
Expenses									
Corporate Dues	50	0	0	0	0	105	100		
Bank Service Charges	84	69	56	28	50	82	100		
Liability Insurance	625	625	625	625	650	625	650		
Postage	199	139	199	39	100	686	150		
Accounting	0	150	299	151	300	583	500		
Property Management	0	3,972	5,958	3,194	4,200	2,100		Audit/ Review	
Property mgmt Fuel	100	243	267	0	0	0	0	Moved to Water Mngmnt	
Security	0	0	0	0	0	0	0		
Water Management	0	0	0	0	0	0	0	\$500 p/mth Etkilla fees	
Water System	4,157	13,025	2,319	3,055	3,000	4,879	5,000	Cameras \$8,500-\$10,000	
Annual Mtg/Mbr Service	0	0	695	26	100		1,000	Member Services	
Rec Exps / Common Areas	0	893	529	750	500	1,118	0	Repair \$5,000 take from general account	
Printing	66	0	40	44	100	464	250		
Legal Services	2,300	1,194	3,549	230	500	0	500	Would like to see development budget for improvements	
Dust Control	6,143	8,447	0	9,120	9,000	9,523	10,000		
Snow Removal	6,901	9,765	14,127.5	4,767	13,000	17,355	18,000	Likely much higher	
Entrance Gates	2,475	698	6,587.0	362	1,500	2,615	1,500		
Road Maintenance	6,514	8,179	12,158.6	3,137	7,825	4,982	6,000		
State Park Passes	9,225	9,300	9,300.0	9,300	9,300	9,375	9,375	125 lots *\$75	
Office Supplies, Print	39	1,882	695.7	26	100	0	250	Changes likely here soon +/-?	
Income Tax	14	0	0.0	0	0	0	0		
Property Tax	1,723	1,262	73.8	0	0	0	0		
Power	4,360	3,800	5,006.6	5,253	5,500	5,407	6,000		
Gate Telephone/Internet	250	220	272.1	304	320	492	1,100		
Water Shares	944	974	1,138.0	685	1,100	1,158	1,200	Collection fee to Wtr Mgt	
Water Test Lab Fees	258	176	710.0	536	300	1,225	200	Spray - trimmer gas and Oil etc.	
Weed Control	0	0	0	0	0	2,109	250		
Misc...	879	0	0	0	250	79	150		
Total Expenses	47,307	65,014	64,606	41,631	57,695	64,962	68,275	Subject to \$50 '17 Increase	
Net Income (loss)	13,264	(3,930)	(4,926)	18,740	1,925	2,880	(6,950)	and Assessment for snow	

- 1-Cash is abnormally high due to early payment of dues for 2014 of \$9,490 & due to \$15K collection of delinquent dues in 2013
- 2-Large water pump for well failed so was replaced at a cost of about \$8,500 as well as a broken/frozen pipe was replaced.
- 3-Board decided to treat the entire association's roads, previously only portions were treated and alternated
- 4-New PC laptops were purchased for the treasurer and the secretary at about half of the price budgeted.

2012-2017 Comparative Budgets

	12/31/12	12/31/13	12/31/14	12/31/15	12/31/16	12/31/16	12/31/16	9/12/17
Cash Balances								
Checking - Zions	1,738	14,431	121	517	3,740			\$ 5,945.48
Zions Money Market	52,047	60,367	55,902	75,039	75,135			\$ 60,185.27
Total Cash	53,785	74,798 ¹	56,023	75,556	78,875			\$ 66,130.75
Revenues								
Dues	60,571	61,083	59,580	60,371	59,620			60,395
Weed Control/finest								2,200
Late Fees								150
Interest Income								97
Road Impact Fees								5,000
								67,842
								61,325
								\$ 59,483.00
Expenses								
Corporate Dues	50	69	0	0	0	0	105	100
Bank Service Charges	84	69	56	28	50	82	100	62.00
Liability Insurance	625	625	625	625	650	625	650	625.00
Postage	199	139	199	39	100	686	150	
Accounting		150	299	151	300	583	500	
Property Management		3,972	5,958	3,194	4,200	2,100	0	
Water Management								6,000
Property Mgr. (fuel)	100	243	267	0	0	0	0	
Recreation Expense		893	529	750	500	1,118	0	137.05
Water System	4,157	13,025 ²	2,319	3,055	3,000	4,879	5,000	\$ 3,187.00
Security								
MISC.	879	0	0	0	250	79	150	
Printing	66	40	40	44	100	464	250	
Legal Services	2,300	1,194	3,549	230	500	0	500	
Dust Control	6,143	8,447 ³	0	9,120	9,000	9,523	10,000	
Snow Removal	6,901	9,765	14,128	4,767	13,000	17,355	18,000	\$ 21,362.00
Entrance Gates	2,475	698	6,587	362	1,500	2,615	1,500	
Road Maintenance	6,514	8,179	12,159	3,137	7,825	4,982	6,000	\$ 200.00
State Park Passes	9,225	9,300	9,300	9,300	9,300	9,375	9,375	\$ 9,375.00
Annual Mtg/Mbr Service			696	26	100	0	1,000	
Office Supplies	39	1,882 ⁴	30	0	0	0	250	\$ 93.32
Income Tax	14	0	0	0	0	0	0	
Property Tax	1,723	1,262	74	0	0	0	0	
Power	4,360	3,800	5,007	5,253	5,500	5,407	6,000	\$ 1,853.00
Gate Telephone/Internet	250	220	272	304	320	492	1,100	\$ 451.21
Water Shares	944	974	1,138	685	1,100	1,158	1,200	\$ 566.70
Water Test	258	176	710	536	300	1,225	200	\$ 900.00
Weed Control						2,109	250	\$ 250.00
Total Expenses	47,307	65,014	63,941	41,605	57,595	64,962	68,275	\$ 41,172.28
Net Income (loss)	13,264	(3,930)	(4,261)	18,766	2,025	2,880	(6,950)	\$ 18,310.72

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Projection assumption
 125 lots
 pass through to contra
 Only 1 Cabin projected
 Note it was these fees
 that kept us out of red
 Audit/Review
 Moved to Water Mngtr
 \$500 p/mth Etkkila Fee
 repair \$5000 taken from
 Fire Hydrants

-3,362 likely much higher

3-year average
 125 lots *\$75

Subject to \$50 1'7 Incre
 and Assessment for sn

2012-2017 Comparative Budgets

	9,225	9,300	9,300	9,300	9,300	9,300	9,300	9,375	9,375	9,375	9,375.00	125 lots *\$
State Park Passes												
Annual Mtg/Mbr Service	39	1,882 ⁴	696	26	100	0	0	1,000	0	0		
Office Supplies	14		30	0	0	0	0	250	0	0	114.63	
Income Tax			0	0	0	0	0	0	0	0		
Property Tax	1,723	1,262	74	0	0	0	0	0	0	0		
Power	4,360	3,800	5,007	5,253	5,500	5,407	6,000	6,000	5,407	2,945.66		
Gate Telephone/internet	250	220	272	304	320	492	1,100	1,100	492	541.70		
Water Shares	944	974	1,138	685	1,100	1,158	1,200	1,200	1,158	566.70		
Water Test	258	176	710	536	300	1,225	200	200	1,225	1,050.00		
Weed Control						2,109	250					
MISC.							150					
Total Expenses	47,307	65,014	63,941	41,605	57,595	64,962	68,275	\$ 65,758.81				
Net Income (loss)	13,264	(3,930)	(4,261)	18,766	2,025	2,880	(6,950)	\$ (7,973.81)				

1-Cash is abnormally high due to early payment of dues for 2014 of \$9,490 & due to \$15K collection of delinquent dues in 2013

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