

## **HPRA Member Meeting Minutes**

**August 27 2016 10:04 am Cedaredge Community Center**

**Richard Neier called the meeting to order at 10:06 am, quorum confirmed.**

**In attendance:**

**Abram Acton - 1**

**Peter Brown - 3**

**Robert Foster (Board Member) - 2**

**David Fox - 1**

**John Sudmeier - 1**

**Dawn Sudmeier - 1**

**Mike and Diane Kuene – 1**

**James & Darlene Root – 1**

**Shirl Zubowitz - 1**

**Reese Wagner (Board Member) & Julie Wagner (Secretary) - 1**

**Aaron Wagner (Vice President) - 1**

**Richard Neier (President) & Lisa Neier – 8**

**Gary and Patty Hutson (Jennifer Head) - 1**

**Larry Serr (Treasurer)**

**Member Introductions.** Richard introduced himself and encouraged membership to introduce themselves as well

### **Vote to accept the 2015 Meeting Minutes**

Dispensed with reading of the minutes as they are available for review on website. Dawn had a concern where there was a mix up where Dawn seconded a motion but it was actually Diana (or vice versa)

MOTION - Dawn motioned to approve the meeting minutes, Richard Foster 2nds. Vote was unanimous. Dawn's motion carried. 2015 Minutes were approved as submitted.

### **Review of Accounting Reports**

#### **MEMBERS WERE PROVIDED WITH CURRENT BALANCE SHEET, CHECK REGISTER, PROFIT AND LOSS STATEMENTS (2015, 2016) AND PRELIMINARY BUDGET FOR 2017. (attached)**

Larry began by reviewing Profit & Loss Budget vs. Actual Statement for 2015. He compared the Jan-Dec 2015 statement to the current Jan-Dec 2016. We haven't spent as much this year as we had at this time last year. We have a total net income balance in the budget of \$9,815.20. Larry then directed the membership to the Balance Sheet (as of 8/26/16) We at this time have total assets of \$21,591.88. Of that figure \$20,591.88 is deposited funds in the HPRA checking account. The remaining \$1,000 is Accounts

Receivable from assessments due from two members: Ester Garcia and Aaron Wagner. Larry then described the HPRA Checking Register. As of today's date HPRA has paid RE Belden Construction \$12,775 and Benson Brother's \$2,909.80. Next, the Profit & Loss Budget vs Actual (Jan-Dec 2016) describes \$9815.20 currently allocated for 2016 expenses. We have spent a total of \$15,684.80 on road maintenance/improvement to date, with \$4,615.20 available for Fall maintenance. Bills yet to be paid are Insurance, Accounting / Reporting fees, Minutes Preparation and Weed Spraying. Amount currently allocated for these expenses are \$2,100 (insurance), \$1,150 (accounting and reporting), \$250 (minutes preparation) and \$1,000 (weed spraying). There will be a balance left in Legal fees and office expense for a total of \$700 (100+600). Regarding the budget for the year 2017, Larry reviewed how HPRA will now have a surplus of \$11,777 of that the contingency fund will amount to \$10,000.

Richard Neier mentioned he will be submitting his invoice for weed spraying. Dawn Sudmeier had not received an invoice for the road signs. Larry informed the membership that he is expecting the insurance bill soon. Richard asked Larry for a copy of the HPRA insurance policy to have available

John Sudmeier reported that he had heard that lot M (Ester Garcia) is under foreclosure. There was debate regarding filing a lien for the assessment due for that lot. The conclusion was to wait and see the outcome on the foreclosure. Reese Wagner is to contact Dave Seubert regarding the assessment and possible trash on the property.

### **2016-2017 Budget**

Discussion regarding estimated expenses for 2016-2017. Larry directed attention to the line items of the Budget for the year 2017. Minutes preparation (\$250), legal fees (\$600) and office expenses (\$100) items will remain the same as last year. Richard Neier mentioned an increase weed spraying / mowing to \$1,500. There was discussion revolving around Pestaway Spraying. Reese Wagner mention that Pestaway was great at first but wasn't as effective as time went on. Richard mentioned that he purchased a sprayer for his property and would do the weed spaying for HPRA. Larry discussed the need to increase the budget for HPRA insurance premium by \$100, as well as an increase in Accounting & Reporting budget by \$50. Overall there was an increase in expenses for the 2016-2017 year of \$650. Road Maintenance & Improvement will need to decrease to \$19,650 to offset increase in expenses. Assessment will remain \$500.

□ MOTION – Aaron Wagner moves to adopt Budget for 2016-2017, Mike Kuene 2<sup>nd</sup>, vote unanimous, Motion carried.

### **Discuss road maintenance and completion**

Richard Neier directed the discussion regarding repairs and extra gravel deliveries to Aaron Wagner and Reese Wagner. In the next year we will need address roads that have damage from the early spring rains, the lower roads will need more attention due to higher usage compared the higher roads. Something to keep in mind as HPRA grows: more people we have up here will result in more wear on our roads, Richard explained.

Aaron Wagner discussed the Fall maintenance schedule: maintain lower road up to the "Y" at Williams Creek road. There are wash boards and ditch issues that need addressed as well. Gary Hutson

mentioned that the ditches filled up with brush during the last rain. Richard Foster asked if there was to be more blading this fall, Aaron said he would talk to Richard Belden about adding blading to the schedule as well.

### **Ditch Easements**

Aaron Wagner stated that due to his position as State Water Commissioner that he needed to withdraw himself from discussion between HPRA and Granby Ditch company. Apparently the Granby Ditch Company is requesting a deeded easement up the "old road". Aaron stated that they have a lawyer and HPRA needs to contact them regarding this matter. Richard Neier asked Aaron to get him the contact information for the head of their board.

### **Belden Road completion**

Curtis McCracken is coordinating this project which is due to be completed this fall. Richard informed Curtis that he would need to present this to HPRA at the next member meeting to determine if the road will be accepted into the association. Dawn voiced concerns regarding size of culverts and inspection to be performed prior to the meeting.

### **Gate Discussion and Code**

**There have been issues with the keypads clearing prior codes. Richard announced the new gate code to the members. It will be changed at Reese and Mike's earliest convenience. Julie will send an email to the members announcing the change.**

**Abram Acton brought up the the idea for thoughts of a nicer gate. He offered to donate half the cost and labor. Dawn mentioned she would not be interested and she suspected that Kathy Gates would not either. Richard told Abram to investigate options available and bring the info to the board.**

### **Discussion regarding Culdesac**

Dawn wondered why the county does not maintain tenth of a mile up the road like they are supposed to? There was discussion regarding moving the gate down to the mailboxes. Aaron Wagner said he would check with the County Planning office regarding county maintenance of the culdesac and the gate. Reese Wagner will discuss the same with Dan Sickles at the Delta County Road & Bridge Department.

### **Hunting**

There was discussion regarding the issues that concern us during hunting season – increased traffic on our roads (vehicle and ATV), gate damage and trespassers. David Fox mentioned that there was a truck and trailer parked in the road and he could not get into his place last year. Shirl Zubowitz complained that the snowmobiles go too fast. Dawn Sudmeier mentioned that people drive over the hand-made dam built at the bottom near the mailboxes for spring-time runoff. Richard wondered if we should hire a police officer to stand at the gate on the first day on hunting season? There was mention that DOW have cards that can be used.

Richard mentioned he would like to have something to give to people who have permission to be on HPRA roads during hunting season. It was agreed to look into a HPRA sticker or placard that we can give to guests who have permission to visit or hunt. Jennifer Head volunteered to coordinate the design, printing and delivery of the final product. Julie will forward an updated membership list.

Pete Brown suggested putting up a security camera at the gate. There was no disagreement among the membership. Mike Kuene said he had a camera he would install at the gate for HPRA.

### **Plans submission**

There was discussion regarding having a copy of the plans of all permanent structures that lot owners build on their property. Covenants are mostly concerned with size and earth-tone.

Gary Hutson – they were emailed last year

Jim Goldson – Reese said he would contact Jim to get for our records

David Fox – will email

### **Elect a Board Member**

Steve Morris sold his lot, therefore HPRA will need a new board member to take his place.

Gary Hutson volunteered

MOTION – Reese Wagner moves to nominate Gary Hutson to the board for a 3 yr term, Aaron Wagner 2<sup>nd</sup> - Vote unanimous. Motion carried.

Status of current board members:

Richard Neier, President – 1 year remaining

Aaron Wagner, Vice President – 2 years remaining

Reese Wagner, board member – 1 year remaining

Robert Foster, board member – 1 year remaining

Gary Hutson, board member – 3 years remaining

### **Set meeting date**

August 19, 2017 was agreed to as the HPRA member meeting date for 2017.

MEETING ADJOURNED 11:59

Minutes submitted by Julie Wagner

**HIGH PARK ROAD ASSOCIATION  
BUDGET FOR THE YEAR 2017**

	<u>BUDGET-2016</u>	<u>EST. EXPENSES-2016</u>	<u>BUDGET-2017</u>
<b>INCOME</b>			
Assessments-51 units	(@\$500) \$25,500	(@\$500) \$25,500	\$500
<b>EXPENSES</b>			
Roads- maintain & improve	20,300	20,300	\$19,650
Minutes- preparation	250	250	\$250
Weed spraying/mowing	1,000	1,000	\$1,500 (+\$500)
Insurance	2,100	2,100	\$2,200 (+\$100)
Legal fees	600	600	\$600
Accounting & reporting	1,150	1,150	\$1,200 (+\$50)
Office expenses	100	100	\$100
Total expenses	25,500	25,500	\$25,500
SURPLUS-For the year	0	0	
CASH AND RECEIVABLES-Y. E. 2015	11,777	11,777	N/A
CASH AND RECEIVABLES-Y. E. 2016	11,777	11,777	11,777
CASH AND RECEIVABLES-Y. E. 2017			

High Park Road Association  
Balance Sheet  
As of December 31, 2015

---

	<u>Dec 31, 15</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
Bank of Colorado	<u>12,276.68</u>
<b>Total Checking/Savings</b>	<u>12,276.68</u>
<b>Total Current Assets</b>	<u>12,276.68</u>
<b>TOTAL ASSETS</b>	<u><u>12,276.68</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Other Current Liabilities	
Deferred income	<u>500.00</u>
<b>Total Other Current Liabilities</b>	<u>500.00</u>
<b>Total Current Liabilities</b>	<u>500.00</u>
<b>Total Liabilities</b>	500.00
<b>Equity</b>	
Principal/equity	6,713.68
Net Income	<u>5,063.00</u>
<b>Total Equity</b>	<u>11,776.68</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>12,276.68</u></u>

High Park Road Association  
Balance Sheet  
As of August 26, 2016

---

	<u>Aug 26, 16</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
Bank of Colorado	20,591.88
<b>Total Checking/Savings</b>	<u>20,591.88</u>
Accounts Receivable	
Accounts Receivable	1,000.00
<b>Total Accounts Receivable</b>	<u>1,000.00</u>
<b>Total Current Assets</b>	<u>21,591.88</u>
<b>TOTAL ASSETS</b>	<u><u>21,591.88</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Equity</b>	
Principal/equity	11,776.68
Net Income	9,815.20
<b>Total Equity</b>	<u>21,591.88</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>21,591.88</u></u>

Register: Bank of Colorado

From 01/01/2016 through 08/26/2016

Sorted by: Date, Type, Number/Ref

<b>Date</b>	<b>Number</b>	<b>Payee</b>	<b>Account</b>	<b>Memo</b>	<b>Payment C</b>	<b>Deposit</b>	<b>Balance</b>
02/01/2016	14		Deferred income	adjust for Morr...	500.00	X	11,776.68
02/15/2016	DEP	Members	-split-	assessments		X	17,776.68
02/17/2016		Steven Letterhos	Undeposited Funds	assessment	500.00	X	18,276.68
02/20/2016		Jean Seubert	-split-	Assessments	6,000.00	X	24,276.68
02/20/2016		Roger D. and Betty J...	Undeposited Funds	assessment	500.00	X	24,776.68
03/14/2016			-split-	assessments	6,000.00	X	30,776.68
03/14/2016		Stefvanie F.-Kerrigan...	Undeposited Funds	assessments	1,000.00	X	31,776.68
05/08/2016		Assessments	-split-	assessments	1,000.00	X	32,776.68
05/14/2016		Ward and Shelley Ra...	-split-	assessments	3,000.00	X	35,776.68
06/06/2016		Michael Zubowicz	Undeposited Funds	assessment	500.00	X	36,276.68
07/17/2016	1122	R. E. Belden Constru...	Road maintenance/imp...	Invoice #16018	12,775.00	X	23,501.68
07/17/2016	1123	Benson Brothers Tru...	Road maintenance/imp...	Invoice dated 6...	2,909.80	X	20,591.88

1:40 PM  
08/26/16  
Accrual Basis

High Park Road Association  
Profit & Loss Budget vs. Actual  
January through December 2015

	<u>Jan - Dec 15</u>	<u>Budget</u>	<u>\$ Over Bud...</u>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>Assessments</b>	21,675.00	21,675.00	0.00
<b>Late payments income</b>	10.62		
<b>Other income</b>	50.00		
	<hr/>	<hr/>	<hr/>
<b>Total Income</b>	21,735.62	21,675.00	60.62
<b>Expense</b>			
<b>Accounting and reporting</b>	1,150.00	1,150.00	0.00
<b>Insurance</b>	1,816.00	1,900.00	-84.00
<b>Legal fees</b>	245.00	600.00	-355.00
<b>Minutes-preparation</b>	250.00	250.00	0.00
<b>Office expense</b>	142.80	100.00	42.80
<b>Road maintenance/improvement...</b>	10,556.82	12,000.00	-1,443.18
<b>Weed spraying</b>	2,512.00	2,850.00	-338.00
	<hr/>	<hr/>	<hr/>
<b>Total Expense</b>	16,672.62	18,850.00	-2,177.38
	<hr/>	<hr/>	<hr/>
<b>Net Ordinary Income</b>	5,063.00	2,825.00	2,238.00
	<hr/>	<hr/>	<hr/>
<b>Net Income</b>	<u>5,063.00</u>	<u>2,825.00</u>	<u>2,238.00</u>

1:38 PM  
08/26/16  
Accrual Basis

High Park Road Association  
Profit & Loss Budget vs. Actual  
January through December 2016

	<u>Jan - Dec 16</u>	<u>Budget</u>	<u>\$ Over Bud...</u>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>Assessments</b>	<u>25,500.00</u>	<u>25,500.00</u>	<u>0.00</u>
<b>Total Income</b>	<u>25,500.00</u>	<u>25,500.00</u>	<u>0.00</u>
<b>Expense</b>			
<b>Accounting and reporting</b>	0.00	1,150.00	-1,150.00
<b>Insurance</b>	0.00	2,100.00	-2,100.00
<b>Legal fees</b>	0.00	600.00	-600.00
<b>Minutes-preparation</b>	0.00	250.00	-250.00
<b>Office expense</b>	0.00	100.00	-100.00
<b>Repair and Maintenance</b>	0.00	0.00	0.00
<b>Road maintenance/improvement</b>	15,684.80	20,300.00	-4,615.20
<b>Weed spraying</b>	<u>0.00</u>	<u>1,000.00</u>	<u>-1,000.00</u>
<b>Total Expense</b>	<u>15,684.80</u>	<u>25,500.00</u>	<u>-9,815.20</u>
<b>Net Ordinary Income</b>	<u>9,815.20</u>	<u>0.00</u>	<u>9,815.20</u>
<b>Net Income</b>	<u><u>9,815.20</u></u>	<u><u>0.00</u></u>	<u><u>9,815.20</u></u>