



*Jack Jones - President  
Jon Von Achen - Vice President  
Jeremy Smith - Treasurer  
Monica Williams - Secretary  
James Schmidt - At-Large*

February 2021 Board Meeting  
Community Bible Chapel

## **Minutes**

February 18, 2021

**Call to Order** by President Jack Jones

**Introductions, Board:** Jack Jones, Jon Von Achen, Jeremy Smith, James Schmidt, Monica Williams, and HOA Management Services (HMS) Jeremy Tedford

**Homeowner Attendees:** Carol Driefort

**Proof of Notice of Meeting** – Requirement met by website posting, signage, and email reminder

**Approval of January Minutes – Approved**

Motion made by Jon Von Achen, seconded by James Schmidt

**President's Remarks**

- Looking forward to a good year

**HMS report** – Jeremy Tedford, HMS representative

- Asked for clarification on direct contacts for compliance and new homeowner forms
- Will follow up with more information for new directory

**Treasurer's Report**

- Reviewed financial reports provided by Ashley George of HMS
- Discussed proposed budget for 2021
- Should we set aside funds for capital projects like the spillway
- Costs are unknown for the spillway at this time
- Discussed current dues
- Increasing costs of basic maintenance leaves less for large projects like the spillway
- Maximum dues increase of 15% equates to ~\$27.00 per home or ~\$5,500.00 per year
- Question how our rates compare with similar neighborhoods and if quarterly or bi annual billing would be a benefit
- Discussion on how many homes are currently utilizing the monthly payment plans
- Jeremy Smith moved we approve the proposed 2021 Budget as presented, Monica Williams seconded and motion passed.

## **Old Business**

Discussion on the status of a contract with HMS for 2021.

- Changes made to existing contract include moving the renewal date to March to eliminate review and possible renewal by outgoing board for a new board yet to be elected and collect dues in a single contract timeframe.
- Monica Williams to be the initial contact person for Jeremy Tedford
- James Schmidt to be the primary contact for compliance issues
- Jon Van Achen to be the primary contact for architectural approval forms
- Motion made by James Schmidt to accept the contract with HMS for 2021, second by Jeremy Smith. Motion carried.

Future meeting dates/location discussed

- Court makes the city building unavailable during our normal date
- Decided to keep 3<sup>rd</sup> Thursday dates and use Community Bible Chapel for 2021

## **New Business**

Motion made by Jon Von Achen for the board to approve signatures for Jack Jones and Jeremy Smith on checking accounts instead of adding entire board. James Schmidt seconded and motion passed.

- Discussion about disruption of Waste Connections trash service due to bad weather.
- Decision to send out email alert for new pickup dates
- Include issue with cox email in regard to messages sent/received from HMS. Cox is no longer fully supporting email and HMS isn't consistently able to send or receive to Cox addresses.

**Attendee comments:** Carol Driefort offered to help with the directory if needed.

**Executive Session - none**

**Meeting Adjourned - motion by Jon Von Achen seconded by Jeremy Smith**

Kappelmans Bel Aire Heights Homeowners  
Association, INC

End of Month Reports

February 2021



Kappelmans Bel Aire Heights Homeowners Association, INC

Balance Sheet

Transaction 02/28/2021

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**Assets**

Cash Assets

CIT-Checking	38,213.89
Chisholm Trail State Bank-Checking	6,445.18
Chisholm Trail State Bank-Savings	25,043.70

<u>Total Cash Assets</u>	<u>69,702.77</u>
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<i>Total Assets</i>		<u><u>69,702.77</u></u>
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**Liabilities & Equity**

Liability

Prepaid Income	106.66
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<u>Total Liability</u>	<u>106.66</u>
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Equity

Retained Earnings	36,305.59
Net Income	33,290.52

<u>Total Equity</u>	<u>69,596.11</u>
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<i>Total Liabilities &amp; Equity</i>		<u><u>69,702.77</u></u>
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# Kappelmans Bel Aire Heights Homeowners Association, INC

## Statement of Revenue & Expense

Transaction 2/1/2021 To 2/28/2021 11:59:00 PM

	Current Month Operating			Year to Date Operating			Annual
	Actual	Budget	\$ Var	Actual	Budget	\$ Var	
<b>Income</b>							
<b><u>Assessment Income</u></b>							
2021 HOA Assessment	8,556.00	0.00	8,556.00	35,608.99	40,480.00	(4,871.01)	40,480.00
<b>TOTAL Assessment Income</b>	<b>8,556.00</b>	<b>0.00</b>	<b>8,556.00</b>	<b>35,608.99</b>	<b>40,480.00</b>	<b>(4,871.01)</b>	<b>40,480.00</b>
<b><u>Income</u></b>							
Bank Interest Income	1.44	0.00	1.44	2.10	0.00	2.10	0.00
Lien & Legal Reimburserr	25.00	0.00	25.00	25.00	0.00	25.00	0.00
Transfer/Initiation Fee	100.00	0.00	100.00	100.00	0.00	100.00	0.00
<b>TOTAL Income</b>	<b>126.44</b>	<b>0.00</b>	<b>126.44</b>	<b>127.10</b>	<b>0.00</b>	<b>127.10</b>	<b>0.00</b>
<b>TOTAL Income</b>	<b>8,682.44</b>	<b>0.00</b>	<b>8,682.44</b>	<b>35,736.09</b>	<b>40,480.00</b>	<b>(4,743.91)</b>	<b>40,480.00</b>
<b>Expense</b>							
<b><u>Administrative</u></b>							
Management Services	803.70	804.00	0.30	1,607.40	1,608.00	0.60	9,645.00
Website Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	300.00
Postage	0.50	33.00	32.50	254.15	66.00	(188.15)	400.00
Printing/Reproduction	23.61	67.00	43.39	290.35	134.00	(156.35)	800.00
Tax Prep/KS Annual Reprc	0.00	0.00	0.00	89.00	85.00	(4.00)	125.00
Legal/Corporate Fees	0.00	2,000.00	2,000.00	0.00	4,000.00	4,000.00	4,000.00
Audit of Books	0.00	0.00	0.00	0.00	2,500.00	2,500.00	2,500.00
HOA Board Misc Expense	0.00	0.00	0.00	0.00	100.00	100.00	100.00
<b>TOTAL Administrative</b>	<b>827.81</b>	<b>2,904.00</b>	<b>2,076.19</b>	<b>2,240.90</b>	<b>8,493.00</b>	<b>6,252.10</b>	<b>17,870.00</b>
<b><u>Community Events</u></b>							
New Neighbor/Contests	0.00	50.00	50.00	75.00	100.00	25.00	600.00
Annual Social	0.00	0.00	0.00	0.00	0.00	0.00	1,500.00
<b>TOTAL Community Events</b>	<b>0.00</b>	<b>50.00</b>	<b>50.00</b>	<b>75.00</b>	<b>100.00</b>	<b>25.00</b>	<b>2,100.00</b>
<b><u>Insurance</u></b>							
Liability/ D&O Insurance	0.00	0.00	0.00	0.00	0.00	0.00	3,300.00
<b>TOTAL Insurance</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,300.00</b>
<b><u>Landscaping</u></b>							
Mowing	0.00	0.00	0.00	0.00	0.00	0.00	11,000.00
Grounds & Maintenance	0.00	200.00	200.00	0.00	200.00	200.00	2,000.00
<b>TOTAL Landscaping</b>	<b>0.00</b>	<b>200.00</b>	<b>200.00</b>	<b>0.00</b>	<b>200.00</b>	<b>200.00</b>	<b>13,000.00</b>
<b><u>Repairs &amp; General Maintenance</u></b>							
General Repairs/Maintena	0.00	17.00	17.00	0.00	34.00	34.00	200.00
<b>TOTAL Repairs &amp; General M</b>	<b>0.00</b>	<b>17.00</b>	<b>17.00</b>	<b>0.00</b>	<b>34.00</b>	<b>34.00</b>	<b>200.00</b>
<b><u>Utilities</u></b>							
Electric Utilities	30.50	33.00	2.50	63.98	66.00	2.02	400.00
Water Utilities	33.30	63.00	29.70	65.69	126.00	60.31	750.00
<b>TOTAL Utilities</b>	<b>63.80</b>	<b>96.00</b>	<b>32.20</b>	<b>129.67</b>	<b>192.00</b>	<b>62.33</b>	<b>1,150.00</b>
<b>TOTAL Expense</b>	<b>891.61</b>	<b>3,267.00</b>	<b>2,375.39</b>	<b>2,445.57</b>	<b>9,019.00</b>	<b>6,573.43</b>	<b>37,620.00</b>

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Transaction 2/1/2021 To 2/28/2021 11:59:00 PM

	Current Month Operating			Year to Date Operating			Annual
	Actual	Budget	\$ Var	Actual	Budget	\$ Var	
Excess Revenue / Expense	7,790.83	(3,267.00)	11,057.83	33,290.52	31,461.00	1,829.52	2,860.00