

Bellevue Acres Homeowners Association Board Meeting Minutes February 12, 2019

Attendance

Board members in attendance were Janet Hinchcliffe, Mark Albers, BobbieSue Howell, Eldon Sullivan, Bert Milano, and Tim Shangraw. Mike Howell was also present. Meeting was held at the Albers residence.

Call to Order and Meeting Agenda

Janet called the meeting to order at 7:06 pm. A meeting agenda is attached.

General Business

- **Meeting Minutes:** Minutes from the January 8, 2019 Board meeting were reviewed and approved as written. Tim will have Calvin Sawkins post them on the HOA website.
- **Financials:** BobbieSue presented the February 2019 Treasurer's report. Cash balance on February 11th was \$16,055.93. Motion made, seconded, and approved to accept the Treasurer's report.

BobbieSue then presented a proposed operating budget for 2019. It included the same line items as the 2018 budget, plus an "Emergency Funds" line item. The only significant differences between 2018 and 2019 budgets were: a) the Trash Removal and Recycling budget increased from \$9,036 actual costs to \$9,600 to reflect a 6% annual increase, per Alpine's services agreement; and b) a budget of \$1,000 was added to the "Emergency Funds" line item. This line item and budget are intended to increase reserves for emergency O&M and legal services from its current \$13,000 (approximately) to \$20,000 over five years. The Board believed that through its historical efforts to control operating costs to below budgeted amounts, together with the extra \$1,000/per year, the \$20,000 goal in 5 years was achievable. All agreed to the proposed budget (attached). An increase in dues to \$265/year per household would be required to meet these objectives. All agreed to the increase. BobbieSue then offered to provide 2018 and 2019 revenue/expense tables for the dues statement, and Tim offered to help prepare the cover letter for the statement. Janet will review and approve the final statement and cover letter and, with assistance from Eldon, mail the statements to HOA homeowners on or before February 23rd.

- **Guidelines, Rules, and Regulations:** Tim will finalize the GRR questionnaire, incorporating comments from this Board meeting. Janet will then convert the MS Word document into a .pdf file that has an interactive yes/no box adjacent to each proposed change. She will then issue the questionnaire to the HOA membership via email, accompanied by a set of instructions. Janet will then monitor responses and tally results.

- **Committee Report - Rock of Southwest Church Variation Request:** No report.
- **Directory Update:** To be finalized by Michelle with input from Eldon. Michelle will also update the street map and database for billing statements.

New Business and Updates

- **ACC Applications and Issues.** One application was received and approved. One RV trailer remains parked on the street in front of the homeowner's property. Because it is on the street and not on his property the HOA does not have jurisdiction to have it moved. However, Eldon will contact JeffCo regarding county regulations regarding prolonged parking of RVs on the street.
- **ACC Member Job Description.** A committee is being formed to update the ACC member Job Description.
- **Community Update:** Gary provided an email with updates on developments along Alkire and C-470.
- **BAHOA Tax Return:** BobbieSue will submit the annual statement to Katherine Gates, CPA, for her to prepare the HOA tax return.

Meeting Adjourned at 9:38 pm

Respectfully submitted,

Tim Shangraw