

ORCHARD VALLEY HOMEOWNERS ASSOCIATION

2024 Annual Member Meeting

Tuesday, May 7, 2024 – 6:00pm-8:00pm

Monument View Bible Church 1173 17 ½ Rd. Fruita, CO 81521

AGENDA

Call to Order-Establish a quorum

Welcome & Introductions

Approval of Previous Minutes

Year in Review 2024

Budget Ratification

Vote for Board Members

Member Comments and Suggestions

Adjourn

Orchard Valley Home Owners Annual Meeting

May 7th, 2024 • Monument View Bible Church • 6-8pm

I. Call to order

- a. Debbie calls meeting to order 6:04pm. Quorum established with attendance and proxy votes.

II. Welcome and Introductions

- a. Debbie Vavak (President), Darrell Loveland (Vice President), Amanda Conrads (Secretary), and Scott Stoltz (Director). 3 board members are up for renewal this year. Camille and Amanda due to be reelected next year.

III. Approval of Previous Minutes

- a. No corrections or changes to last year's minutes. Terry White moves to approve minutes and motion seconded. Minutes approved as recorded for 2023.

IV. Year in Review

- a. Board assumed responsibilities in Aug 2021 and resolved to administer independently of any professional management. HOA assumed responsibility of bookkeeping as well. This decision was largely based on the cost of having a professional company take over. We operate as a full volunteer board.
- b. Still trying to obtain homeowner contact information. This was all lost during the change over. Email, text and best mailing address is needed for homeowners. Please contact HOA with the best contact info for your property.
- c. Website is one of the best forms of communication and email is monitored daily unless board members are out of the office.
- d. QuickBooks is our main form of bookkeeping for the HOA.
- e. CC&R's need to update to remain CCIOA compliant. If anyone has a legal background or someone who would be willing to help to organize CC&R's that help would be appreciated.

A committee has been formed to start working through this process. More volunteers are always appreciated.

- f. Over the last year we have had 22% turnover rate in homeownership. Please be helpful to your new neighbors as new owners move into town.

V. Irrigation Update

- a. Lots of maintenance 2023. Tree removal, drain valve replacements, gravel maintenance, pick-up assembly cleaning, system board programming, rock around pond, hydro vac settling pond (2000 cubic ft of sediment this year).
- b. Will continue to keep with the current pump house schedule of 6a-10a, 6p-10p. This saves significant money for electricity to run the pump.
- c. Board asks homeowners to continue to be cognizant of watering and water conservation. Deep water less days a week rather than short watering times every day. Homeowner brought up concern about people watering too much. This is up to individual homeowner to be responsible for how much water is wasted. We currently do not have restrictions in place but that is a possibility as drought years happen.
- d. Board asks homeowners to inspect their shut off valves. If repairs need to be made please be proactive so that the whole neighborhood doesn't get shut down.
- e. Thank you to the homeowners who volunteered time to get irrigation up and running. Darrell Loveland • Tom & Kathleen Carroll • Judd Hill • Brian Gies • George Tattershall • Leroy Harris • Treece Clarkson • Gary Bruin
- f. Summary of the irrigation costs over the last several years. See Figure 1 below.
- g. Question raised about what it will cost to replace a pump. HOA does have a backup pump and motor that are currently in good working shape. The motor will be what ends up costing the HOA in the future. Money will keep being set aside for future fixes.

VI. Current Financial Position

- a. Insert financial positions. See Figure 2 below. (Statement of Activity 22/23 comparative)
 - a. \$25,000 based on all 125 homeowners paying \$200. Accounts receivables is higher than wanted. HOA is taking steps to collect on these accounts. 29 households total.
- b. Balance sheet. See Figure 3 below.

- a. Annual dues were raised to \$225. This new budget will give a new annual budget of \$28,125. With new dues and if accounts receivable can be collected then this will bring our budget to \$34,000.

VII. Ratify Budget

- a. Debbie explained some main areas that money is going to keep operational. Irrigation holds the largest share of the HOA's funds. Operation expenses such as office programs and mailings are also one of the higher expenses.
- b. Question was raised why the annual fee wasn't raised more. The decision was made to only raise \$25 to hopefully ease the push back from homeowners. This will need to be raised in the future but for now the extra \$3,000 will be helpful.
- c. Debbie moved to ratify budget, motion seconded. Unanimous vote to ratify. Budget is ratified for 2024.

VIII. Communication

- a. Email is the board's best form of communication. If you did not receive an email yesterday about today's meeting then we do not have a current email for you. Sign up for texting services if you are willing.
- b. Please use email and website to reach out to the HOA Board. The email is monitored almost daily and homeowners will receive responses faster by using this form communication.
- c. Committees - OVHOA would love to have buy in from homeowners and participation in these committees:

CC&Rs and Bylaws

Irrigation

Park

Communication – newsletter ideas, new homeowner welcome

Activities – promote neighborhood community

IX. Board Member Voting

- a. Quorum was met with attendance and proxy votes.
- b. Term renewals for Debbie Vavak, Darrell Loveland and Scott Stoltz were all approved.

X. Member Comments and Suggestions

- a. No official complaints were filed in 2023.
- b. Any recommendations are welcome for newsletters.
- c. Reminder to submit ACC forms for roofs, building and painting. These are saved for a year and please submit them well in advance to allow for time for volunteers to approve of requests.
- d. Request was made via email for playground equipment to the common area. This was addressed and our budget would not allow for new park equipment or insurance.
- e. Question was raised about AirBnBs. Member was advised that the State of CO has passed a bill that prohibits the discrimination against short term rentals. Homeowners need to go through the City of Fruita to register their address as a short term rentals.
- f. Concern raised about speed of traffic in neighborhood. Board is seeking help from the police department to see what processes can be taken to try and sort this out. Request made for more signage on the streets and possible speed bumps.
- g. Complaint brought forward about people owning more than 2 dogs and dogs causing problems. Board reminds owners to go through the City of Fruita to file complaints about animals as the City has its own animal control.
- h. Concern raised about the pond usage. Reminder to owners that the pond access is restricted. Gate remains locked. The HOA does not hold coverage for the pond as recreational use. Many of the homeowners that live on the pond help with maintenance. Board can look into more possible signage to post just as an extra way to communicate the restriction.
- i. Question asked about the City's plans to replace the bridge on Maple. No plans are known as of now. As this comes up in the future we will approach the city to find out their plan about traffic detours and how it will affect our neighborhood.
- j. If someone wanted to host a party in the common area please send an email to the HOA and we can try and help promote that community building.
- k. Concerns brought up about neighbor's weeds. HOA can send letters but please also offer to help neighbors if able.

XI. Adjourn

- a. Terry White makes motion to adjourn 7:18, Tom seconded. Motion carried

Figure 1. Irrigation Costs

<u>2019</u>				
19-Jun	Park irrigation repairs zone 3-Currier Lawn	\$	235.00	
19-Jul	Park irrigation repairs zone 6-Currier Lawn	\$	550.00	
19-Aug	Backhoe work to expose irrigation pipe-Heldman Farms	\$	100.00	
1-Aug	Scope and drain repair-Pro Rooter	\$	135.00	
19-Oct	Excavate irrig pipe around pond-JR Landscape Spec. LLC	\$	1,362.00	reserve
19-Nov	Pond conversion design/survey-Austin Civil Group	\$	955.00	reserve
		\$	3,337.00	
<u>2020</u>				
20-Oct	Fabricate chain link to go over holding pond-GC Inspection LLC	\$	1,800.00	
20-Oct	Pump repair-Stout's Elect Motor/WD	\$	1,254.61	
20-Sep	Dredge Pond-WD Yards	\$	630.00	
20-Sep	Pond drain repair-WD Yards	\$	8,617.50	
20-Sep	Clean sewer drain-WD Yards	\$	760.00	
20-Sep	ACS camera-WD Yards	\$	585.00	
20-Sep	Emergency shut off-WD Yards	\$	65.00	
20-Sep	Pump seal repair-WD Yards	\$	650.00	
20-Jul	Park irrigation repairs zone 4/5-Currier Lawn	\$	250.00	
20-Jun	Jet 10" irrig line-Pro Rooter	\$	175.00	
20-Jun	Parts for irrig repairs-Jim Ostrander	\$	418.44	
20-Jun	Park irrigation repair heads-Currier Lawn	\$	140.00	
20-May	Park irrigation repair zone 4/1-Currier Lawn	\$	285.00	
20-Mar	Pond conversion-WD Yards	\$	18,752.00	reserve
20-Mar	Drain repairs-WD Yards	\$	2,300.00	reserve
20-Mar	Pond dredge-WD Yards	\$	11,970.00	reserve
20-Feb	Pond conversion bid-Austin Civil Group	\$	1,397.50	reserve
20-Jan	Pond conversion reserve for project bid-Austin Civil Group	\$	2,650.00	
		\$	52,700.05	
<u>2021</u>				
17-Nov	Rock delivery-Whitewater Building	\$	309.97	
22-Nov	Settling pond clean out-Precision Hydrovac	\$	2,025.00	
18-Aug	Pump rebuild - Munro Pump	\$	498.80	
9-Aug	Grand Valle Irrigation	\$	772.78	
6-Aug	WD Yards	\$	75.00	
5-Aug	Control panel replacement and programming VFD- Buzz Electrical	\$	4,898.60	tsf from reserve
15-Jul	Park irrigation repairs to 7 heads and valve flush-Currier Lawn	\$	760.00	
22-Jun	Testing of pond water for algae issues	\$	-	
28-Jun	Grand Valley Tree Service	\$	1,675.00	
22-Feb	Park irrigation repairs to zone 6 valve- Currier Lawn	\$	210.00	
		\$	11,225.15	
<u>2022</u>				
12/1/2022	Munro Supply-3 connectors	\$	96.63	
12/1/2022	Rightway-Tree removal around pond	\$	3,500.00	
10/3/2023	Browns Hill Engineering-board programming	\$	155.60	
10/3/2022	Rock spread-Lower Valley Dirt Work	\$	100.00	
8/31/2022	Rock for pond area-Whitewater	\$	341.36	
8/31/2022	Darrell-Coop parts	\$	36.97	
8/25/2022	Darrell-PVC suction hose	\$	128.75	
7/12/2022	Browns Hill Engineering-board programming	\$	415.60	
5/19/2022	Amazon-pond muck remover pellets	\$	400.59	
4/29/2022	Darrell- Coop parts	\$	372.28	
4/20/2022	Auto Valve - Transducer/pressure sending unit replacement-Darrell	\$	372.28	
4/11/2022	Drain valve replacement- 17 1/2 Rd-Lower Valley Dirt Work	\$	885.00	tsf from reserve
4/7/2022	Locates for drain valve work, cleaned nozzles on pick-up assembly, burn cat-tails	\$	-	
		\$	1,257.28	
<u>2023</u>				
3/29/2023	Avalanche-Replace 3" brass ball by-pass valve at pump house	\$	433.00	
4/11/2023	Pick-up assembly cleaning, burning weeds	\$	-	
4/11/2023	Rock around pond area-Whitewater	\$	352.75	
6/23/2023	Darrel-parts	\$	92.17	
7/26/2023	Park irrigation repairs-Currier Lawn	\$	555.00	
9/7/2023	Rightway-tree removal around pond	\$	950.00	
		\$	2,382.92	
<u>2024</u>				
2/14/2024	Rightway-tree removal around pond	\$	300.00	
May-24	Rightway-tree removal around pond	\$	1,800.00	tsf from reserve
		\$	2,100.00	

Figure 2. Statement of Activity 22/23 comparative

	2023	Budget	2022
Revenue			
Annual Assessments	25,000.00	31,000.00	24,867.09
Total Revenue	\$ 25,000.00	\$31,000.00	\$24,867.09
Gross Profit	\$ 25,000.00	\$31,000.00	\$24,867.09
Expenditures			
Administrative			
Accounting Fees	360.00	360.00	945.12
Bank Charges	0.10	0.00	13.09
Insurance - Liability, D and O	1,326.00	1,100.00	1,258.00
Office Supplies	84.31	165.00	388.61
Office/General Administrative Expenditures	180.00	380.99	311.04
Postage, Mailing Service	217.08	400.00	379.00
Web & Hosting	441.25	469.85	359.75
Total Administrative	\$ 2,608.74	\$ 2,875.84	\$ 3,654.61
Operating Expenses			
Irrigation System Maint. Serv.	3,757.92	7,785.75	2,932.78
Lawn Maintenance Service	5,712.00	4,584.00	5,819.00
Repair & Maintenance	950.00	1,700.00	3,500.00
Utilities	5,201.14	5,500.00	5,303.30
Water-Irrigation	1,099.44	1,099.44	1,111.66
Total Operating Expenses	\$ 16,720.50	\$20,669.19	\$18,666.74
Addition to Reserve		\$ 1,600.00	
Total Expenditures	\$ 19,329.24	\$25,145.03	\$22,321.35
Net Operating Revenue	\$ 5,670.76	\$ 5,854.97	\$ 2,545.74
Other Revenue			
Interest Earned	7.94	0.00	3.93
Total Other Revenue	\$ 7.94	\$ 0.00	\$ 3.93
Net Other Revenue	\$ 7.94	\$ 0.00	-\$ 235.15
Net Revenue	\$ 5,678.70	\$ 5,854.97	\$ 2,310.59

Figure 3. Balance Sheet

Orchard Valley HOA 2024 Annual Budget:			
Revenue:			
	Dues @ \$225/per 125 households	\$ 28,125.00	
	Collections from past unpaid balances	\$ 6,000.00	
			\$ 34,125.00
Expenses:			
Lawn Service-Park area			
	Currier Lawn Service \$300/mo 12 mo contract & Winterization	\$ 3,990.00	
	Mesa Turf Master \$258.50/treatment 4 treatments	\$ 1,034.00	
			\$ 5,024.00
Irrigation			
	Xcel electricity 12 mo Scheduled Pump times	\$ 5,500.00	
	Elmwood Lateral Ditch Company 38 share assessment Apr/May	\$ 262.00	
	Grand Valley Irrigation Company 38 share assessment Feb	\$ 921.33	
	Anticipated Irrigation repairs	\$ 1,000.00	
	Anticipated Park sprinkler repairs	\$ 700.00	
	Settling pond annual hydro cleaning spring	\$ 3,000.00	
	Pond tree, weed, clean-up	\$ 2,300.00	\$3500 from 2023 list
	Pumphouse repairs	\$ 1,000.00	
		\$ -	
			\$ 14,683.33
Office / Administrative			
	Paper/envelopes/labels	\$ 100.00	
	Printer cartridge	\$ 45.00	
	Lien release fees - \$13/ea	\$ 13.00	
	Annual Sec of State (SOS) registration-Due January	\$ 60.00	
	Annual DORA registration	\$ 38.00	
	Microsoft 365 subscription-Mar	\$ 69.99	
	Text service	\$ 30.00	
	Poster Board	\$ 20.00	
			\$ 375.99
Postage/P.O. Box Rental			
	Annual P.O Box Rental 561, Fruita-Aug	\$ 120.00	
	Postage	\$ 300.00	
			\$ 420.00

Meeting Expenses					
	Room Rental			\$ 230.00	
	Meeting Preparation			\$ 300.00	
	Refreshments			\$ 10.00	
					\$ 540.00
Website					
	Annual domain renewal-3/hosting (WIX), Norton 2025			\$ 471.25	
					\$ 471.25
Insurance					
	Liability and Common Property Coverage Annually-May			\$ 1,100.00	
					\$ 1,100.00
Accounting					
	Quickbooks - \$30/mo			\$ 360.00	
					\$ 360.00
Reserve - Annual addition					\$ 3,000.00
Collection Expenses / Write Off Expenses					\$ 2,250.00
Total Expenses:					\$ 28,224.57
Net Income:					\$ 5,900.43
Transfer from Reserve - Irrigation improvements 2024					\$ -
Net Expenses (after use of reserve funds):					\$ 28,224.57
				Projected Net Expenses / 125 homes	\$ 225.80

Reserve:

Balance at 3/1/24:	\$ 10,884.96	1/1/22 balance \$9,245.02
Funds used in 2023:		\$ -
Funds used in 2022:		
Drain Valve Expense 4/11/22		\$ 885.00
Funds used in 2021:		
Control Panel Replacement and programming		\$ 4,898.60