

MINUTES (2/5/13 draft)
BOARD OF DIRECTORS
HOMESTEAD AT RIFLE PUD HOA
Monday, 6:00 P.M., February 4, 2013; 201 Railroad Ave, Rifle, CO

I. Call meeting to order. **Present were Jay Miller, Harry Kissell, and John Savage.**

II. Review of Minutes of previous Meeting: **Minutes of the 3/8/2011 Board Meeting were erroneously included in the Board packet. Minutes for the Meeting of 1/24/2012 emailed to Board Members on 2/5/13.**

III. Financial Reports:

A. Income and Expense and Balance Sheet. **Year End 12/31/2012 Balance Sheet and Profit and Loss Statement present to the Board, no changes.**

B. Assessment Delinquencies: **No report.**

C. 2013 Budget Review: **Proposed Budget for 2013 presented and reviewed. Assessments to remain at \$130 per year. 2013 Budget adopted by acclamation.**

III. Old Business:

A. Winter maintenance: **JWS noted that Dan Christiansen is charging \$100 per plowing event. No action taken.**

C. ENTRY SIGN LIGHTING: **Harry reported light has been replaced and working. He said he adjusted its angle recently.**

D. 1397 Firethorn: **JWS noted that front yard sodded, sprinkler system repaired, and ground mulch replaced (not yet inspected). Will continue to monitor.**

E. Tamarisk Control: **JWS reported tamarisk removed in Open Space above Firethorn in 2011, will check in 2013 to follow up.**

F. Pet Stations: **Harry said they were being maintained.**

G. Covenant Enforcement: **No issues noted.**

H. Collections: **JWS reported they continued to work on delinquent accounts, letter sent out fall of 2012, some response, will continue working on it. Jay reported that Homestead Highlands hadn't been billed for 2012.**

I. Web Site Development: **HOA documents can be viewed at:**
http://www.neighborhoodlink.com/The_Homestead

J. HOA Registration: **JWS to do for 2013**

K. Electric Bill: **Matter resolved, delete from future Agendas**

IV. Maintenance Committee:

A. Fence repairs: **No issues known, SLC to inspect in 2013 and report to Board.**

B. Landscape maintenance: **2013 Peaceful Valley proposal: Accepted by acclamation. Harry reported that Ken Marjury told him that someone contacted his employees and expressed dissatisfaction with their work.**

NOTE TO BOARD MEMBERS: UNLESS YOU ARE SPECIFICALLY APPOINTED BY THE BOARD TO SUPERVISE A CONTRACTOR OF THE HOA, ANY ISSUES RE PERFORMANCE SHOULD BE DIRECTED TO THE BOARD MEMBER IN CHARGE OF THE ACTIVITY TO THE

BOARD AS A WHOLE, OR AT LEAST TO KEN MAJURY, NOT TO INDIVIDUAL EMPLOYEES.

C. Open Space weeds: **No report**

V. Architectural Committee: **No report**

VI. Covenant Compliance: **No report.**

VII. New Business:

A. Member Meeting schedule: **Schedule meeting after March 15th due to Bd member availability.**

B. **Jay Miller reported that he has put Homestead Highlands on “interruptable billing” which may be a cheaper alternative. SLC to check on it.**

C. **Jay reported that a pit bull apparently from 1395 E16th St. has been wandering around Homestead Highlands. SLC to follow up.**

VIII. Adjournment: **Adjourned circa 7pm.**

AGENDA
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- II. Review of Minutes of previous Meeting:
- III. Financial Reports:
 - A. Income and Expense and Balance Sheet.
 - B. Assessment Delinquencies:
 - C. 2013 Budget Review:
- III. Old Business:
 - A. Winter maintenance
 - C. ENTRY SIGN LIGHTING:
 - D. 1397 Firethorn
 - E. Tamarisk Control
 - F. Pet Stations
 - G. Covenant Enforcement
 - H. Collections
 - I. Web Site Development
 - J. HOA Registration
 - K. Electric Bill?
- IV. Maintenance Committee:
 - A. Fence repairs:
 - B. Landscape maintenance: 2013 Contract
 - C. Open Space weeds
- V. Architectural Committee:
- VI. Covenant Compliance:
- VII. New Business:
 - A. Member Meeting schedule
- VIII. Adjournment:

1:57 PM
02/04/13
Cash Basis

Homestead at Rifle HOA, Inc.
Balance Sheet
As of December 31, 2012

	<u>Dec 31, 12</u>
ASSETS	
Current Assets	
Checking/Savings	
Alpine Bank - Savings	24,288.28
Alpine Bank 1414013646	8,810.72
Total Checking/Savings	<u>33,099.00</u>
Accounts Receivable	
Accounts Receivable	-280.00
Total Accounts Receivable	<u>-280.00</u>
Total Current Assets	32,819.00
Fixed Assets	
Open Space	
Agricultural Open Space 03-020	1.00
Firethorn 2177-102-01-018	1.00
Total Open Space	<u>2.00</u>
Total Fixed Assets	<u>2.00</u>
TOTAL ASSETS	<u><u>32,821.00</u></u>
LIABILITIES & EQUITY	
Equity	
Opening Bal Equity	2.00
Retained Earnings	32,952.68
Net Income	-133.68
Total Equity	<u>32,821.00</u>
TOTAL LIABILITIES & EQUITY	<u><u>32,821.00</u></u>

1:54 PM
02/04/13
Cash Basis

Homestead at Rifle HOA, Inc.
Profit & Loss
January through December 2012

	Jan - Dec 12
Ordinary Income/Expense	
Income	
Finance Charge Collected	6.26
Homeowners Dues	11,520.00
Interest Income	2.44
Uncategorized Income	0.00
Total Income	<u>11,528.70</u>
Gross Profit	11,528.70
Expense	
Administration	1,547.30
Collection Expenses	
Filing Fees	<u>11.00</u>
Total Collection Expenses	11.00
Insurance	396.00
Maintenance	
Landscaping Mowing	4,384.00
Paths Maintenance	
Pet Stations	425.00
Paths Maintenance - Other	100.00
Total Paths Maintenance	<u>525.00</u>
Snow Removal	<u>1,200.00</u>
Total Maintenance	6,109.00
Office Expense	118.47
Professional Fees	
Accounting	200.00
Legal Fees	800.00
Total Professional Fees	<u>1,000.00</u>
Utilities	
Ag Open Space Pump Reimbursible	-295.70
Electricity	184.61
Water	2,591.70
Total Utilities	<u>2,480.61</u>
Total Expense	<u>11,662.38</u>
Net Ordinary Income	<u>-133.68</u>
Net Income	<u><u>-133.68</u></u>

THE HOMESTEAD AT RIFLE PUD
 Budget Proposed 2/4/2014

		2012 Budget	2012 Actual	2013 Budget	
EXPENSES:					
Landscape maintenance					
	Mowing/etc	\$4,000	\$4,384	\$4,400	
	Trails	\$550	\$100	\$150	
	Fence	\$250	\$0	\$250	
	Dog stats	\$250	\$425	\$450	
	SUB-TOTAL	\$5,050	\$4,909	\$5,250	
	Electric		\$185	\$200	
	Water	\$3,250	\$2,592	\$3,000	
	Snow removal	\$1,000	\$1,200	\$1,200	
	Ag. Open Space Nte I	\$0	\$0	\$0	
	Misc	\$0	\$0	\$0	
	Pipeline	\$0	\$0	\$0	
	SUB-TOTAL	\$4,250	\$3,976	\$4,400	
	TOTAL	\$9,300	\$8,885	\$9,650	
Insurance		\$420	\$396	\$400	
Administration					
	Meetings	\$0	\$0	\$0	
	Office	\$1,500	\$1,500	\$1,500	
	Postage	\$0		\$0	
	Misc	\$150	\$75	\$75	
	TOTAL	\$1,650	\$1,575	\$1,575	
Misc		\$0			
	Uncollected Assessments	\$500	\$500	\$500	
Reserves /yr					
	Fence	\$1,000	\$1,000	\$1,000	
	Pipeline	\$1,000	\$1,000	\$1,000	
	TOTAL	\$13,870	13356.31	14125	
INCOME	Assessments	Units	\$130	\$130	\$130
	SINGLE FAMILY LOT	96	\$12,480	\$12,480	\$12,480
	TOWNHOMES (1/2)	12	\$1,560	\$1,560	\$1,560
	TOTAL ASSESS		\$14,040	\$14,040	\$14,040
	Other income; collections		\$500	\$500	
TOTAL	Income		\$14,540	\$14,540	\$14,040
NET LOSS/GAIN			\$670	\$1,184	-\$85

Note 1: All Ag Open Space costs to be paid by Developer, while leased.



Peaceful Valley

Irrigation & Landscaping

www.PeacefulValleyIrrigation.com

Property Maintenance Proposal 2013 Season

December 11th 2012

Re: 2013 Property Maintenance Proposal Homestead Highlands HOA Rifle CO

We have enclosed a copy of a property maintenance plan for your community during the 2013 season. Enclosed in this packet contains an itemized list of services for the property. You may want to add or subtract services from our proposal to meet your budget needs. Our terms are net 10 days and invoices will be delivered to you by the 1st of each month and payment in full is due by the 10th of each month (net 10 days). We also have provided a copy of our General Liability and Workers Comp insurance. Our insurance renews each December and we will update you with a new policy declaration page when one becomes available. All our employees have had extensive back ground checks and are legally employed in the State of Colorado. If you would like more information about our bid presentation you can call our office at 970 640-3478 or visit us on the web @ www.peacefulvalleyirrigation.com. Thank You and we look forward to meeting with you again.

Sincerely,

Ken Majury

President Peaceful Valley Irrigation and Landscaping LLC.

Peaceful Valley Irrigation Landscape LLC.

Po Box 154
 Grand Junction Co 81502
 www.peacefulvalleyirrigation.com

Estimate

Date	Estimate #
12/7/2012	11995

Name / Address
Homestead Home Owners Association PO Box 252 Rifle CO 81650 Seasonal property maintenance

			Project
Description	Qty	Rate	Total
Lawn Maintenance (mow & Trim) performed on Fridays 26 weeks. Includes 26 weeks of trash can liner and pet station replacement. (Same service as 09' 10' 11' 12'). Prior approval with written estimate will be provided before the start of any work order outside of the items listed in this estimate. Irrigation service will be billed \$65.00 per hour plus the cost of any materials. Hoa written approval will be given with any work orders over \$100.00.	26	90.00	2,340.00
Turf area aeration performed in April	1	175.00	175.00
Fertilizer for turf areas 3 applications per year. April July October	3	125.00	375.00
Weed spray For foot paths and native areas. Performed weekly billed monthly. May-September 5 months.	5	100.00	500.00
Hedge/shrub trimming performed mid season	1	160.00	160.00
Fall property leaf clean up. Performed in November	1	200.00	200.00
Irrigation System Start up. Performed in April	1	120.00	120.00
Sprinkler System Blowout Performed in October	1	130.00	130.00
<p>Your seasonal total for all the above services is \$4000.00. We will bill a fixed monthly service fee of \$500.00 April - November 2013. I took the seasonal total for the services and divided it by 8 months. Your first service invoice will be sent April 1st and is due by the 10th of each month. Terms for 2013 are net 10 days. There has been no price increase for 4 consecutive years</p>			
Total			\$4,000.00



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December 11th 2012

RE:2013 Property Maintenance Contract For: Homestead Highlands HOA Rifle CO

Scope of work: Turf cutting every other week April and October 2013, weekly lawn maintenance May - September 2013, irrigation start up and blow out, 3 turf fertilizer applications, Monthly weed spray applications for turf and footpath areas, Spring turf aeration, shrub trimming mid season, Spring and Fall clean up. Irrigation service will be billed \$65.00 per hour plus cost of materials.

Cost: While performing the above said services, your seasonal total from April - November 2013 is \$4,000.00 Peaceful Valley will invoice a fixed monthly sum of \$500.00 April - November 2013.

Time: Services will be performed on Thursdays with the exception of Holidays. If a Holiday falls on our scheduled day we will perform services the following day weather permitting..

Payments and Terms: Upon execution of this agreement, Owner/Agent agrees to pay contractor \$4,000.00 for the 2013 calendar year. Contractor shall invoice Owner/Agent \$500.00 each month (April - November 2013) by the 1st of each month for services provided . Your first service invoice will be sent by April 1st 2013 and is due by the 10th of each month. Payment terms are net 10 days. Payment in full is due by the 10th of each month. In the event any payment is past due 7 days the Owner/Agent agrees to pay contractor a past due fee of 10% the bill in question. If payment is past due 30 days the contractor shall be entitled to reimbursement of its reasonable attorney's fee and court costs if any in collecting the account.

Notice of Acceptance: If accepted in writing, this document shall become a legal contract between Contractor and Owner/Agent and deemed to be a full and complete agreement between both parties. Either party may cancel this contract with 30 days written notice.

Facsimile As Original: A facsimile of this agreement and any signatures shall be considered an original.

Owner/Agent X

Date _____

Contractor Ken Majumdar

Date 12/11/12