



Bent Tree Property Owners' Association, Inc.

P.O. Box 2631

Monument, Colorado 80132-2631

www.btpoa.net

2013 Annual Meeting Agenda **Thursday, September 19, 2013**

Since we have many items to cover, with the exception of those giving reports, all other speakers will be limited to two (2) minutes each. No one will be allowed to speak a second time on a topic until all who want to speak on the topic have had a chance to speak.

- 1) Determination of Quorum**
- 2) Call to Order, Introductions, Conduct of the Meeting**
- 3) Approval of the Agenda and Acceptance of the Election Officials**
- 4) Review/Approve September 13, 2012 Annual Meeting Minutes and notes from the October 18, 2012 Wildfire Mitigation Meeting and February 21, 2013 Budget Meeting**
- 5) ACC Report**
- 6) ACC Election to Fill One Position**
Fill one 3-year position currently occupied by Bob Brown. The new term of this position will end at the 2016 Annual Meeting.
- 7) Board of Directors Election to Fill Two Positions**
Fill two 3-year positions currently occupied by Wayne Claybaugh and Duane Fitch. The new terms of these positions will end at the 2016 Annual Meeting.
- 8) Committee Reports**
 - a) Beautification and Trails**
 - b) Covenant Compliance**
 - c) Forest Management/Wildfire Mitigation**
 - d) Neighborhood Watch/Crime Prevention**
 - e) Water Augmentation**
- 9) Formation of Short-Term Record-Keeping Study Group**
- 10) Financial Report**
- 11) Meeting Schedule**
 - a) Annual Budget Meeting Date: Thursday, Feb. 13, 2014, 6:30 p.m.** (“on or about Feb. 15th”)
 - b) Board Meetings: Second Tuesday of each month, 6 pm, Monument Sanitation District board room, 130 Second Street, Monument.**
- 12) Any Other Business**
- 13) Adjourn**
- 14) A brief board meeting will be held following the annual meeting**
- 15) Education about Bent Tree for those interested**

Rules of Order for BTPOA Meetings

General

- Meetings will be conducted in accordance with *Robert's Rules of Order*. The chair rules on procedural questions. A majority vote is needed to override the chair's ruling.
- Please remain quiet and respectful while others are speaking. There must be no outbursts including applause, cheering, booing, heckling, etc. Avoid private conversations as they make it difficult for others to hear the proceedings.
- Display of signs and placards is distracting and is to be avoided.

Agenda

- Once the agenda is approved, a majority vote is needed to make changes.
- Motions not in keeping with the approved agenda will be ruled out of order.

Speaking

- Raise your hand and wait for the chair to call on you before speaking. This is called "obtaining the floor."
- State your first and last name and your home address slowly and clearly.
- Address your remarks to the chair, not to one another, or the group.
- During debate on a motion, it is best to start by saying something like "I support the motion because..." or "I oppose the motion because..."
- Be sure your remarks are germane to the current motion or topic. If the chair judges that your remarks are not germane, you will be ruled out of order.
- Each person will be limited to two minutes each time they are recognized.
- No person may speak a second time on a topic until all who want to speak on the topic have been heard. No person may speak more than twice on a topic.

Motions

- A member qualified to vote obtains the floor and states, "I move that ..." and then sits down. A second member qualified to vote seconds the motion.
- Once a motion has been moved and seconded, those wishing to speak on the motion or offer amendments may seek to obtain the floor.
- If an amendment to the motion is moved and seconded, debate and voting on the amendment must be completed before continuing debate and voting on the main motion.

Debate is closed:

- When it is evident to the chair that all who wish to speak have spoken, or
- When a motion to close debate is passed, or
- When the time allotted for debate on the topic expires and is not extended.

Voting

- To be allowed to vote, you must be a Bent Tree property owner of record and current in payment of the annual assessment.
- Voting in the ACC election is restricted to property owners who live in Bent Tree (“owner-occupants”).
- Voting will typically be handled in one of four ways:
 - **Unanimous consent:** The chair will ask if there are any objections. If none are voiced, the motion passes. If there is objection, the chair will typically then use one of the other methods of voting.
 - **Voice vote:** The chair will ask for all in favor and then all opposed and determine the outcome based on the responses. If the outcome is in question, the chair will typically then use a show of hands or balloting.
 - **Show of hands:** The chair will ask for all in favor and then all opposed and count hands raised in each instance. If the outcome is in question, the chair will typically ballot the issue.
 - **Balloting:** For each item voted on, each person will receive one ballot for each lot they own. One vote per lot. Ballot results will be read aloud.
- Most motions such as main motions and amendments require a majority vote, that is, “more than half of the votes cast” (i.e., a majority of 19 votes cast is 10, a majority of 20 or 21 votes is 11). Some motions such as to close debate or close nominations require a vote of at least two-thirds of the votes cast (i.e., two-thirds of 30 votes is 20, two-thirds of 31 votes is 21, two-thirds of 32 or 33 votes is 22). Abstentions, including the return of blank ballots, are not counted as votes cast.
- The chair votes only when balloting is being used or when the chair’s vote would change the outcome.

Elections

- At the chair’s discretion, elections may be conducted by unanimous consent or balloting.
- Each candidate must receive a majority of the votes cast in order to be elected.
- If not enough candidates to fill all the open positions receive a majority of votes, the results will be announced and another vote will be conducted for the remaining positions.

Recess and Adjournment

- A motion for recess is in order except when another person has the floor or a motion to adjourn is pending. A motion for recess must specify the time for resumption of the meeting.
- A motion to adjourn is in order except when another person has the floor.



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Draft adopted by Board of Directors 11/21/12 for submission to BTPOA membership for approval.

2012 Annual Meeting Minutes

Thursday, September 13, 2012, 6:30 p.m.

- 1) **Determination of Quorum** – determination of quorum made by Matt Dunston. Forty-one lots were represented in person or by proxy at the meeting.
- 2) **Call to Order, Introductions, Conduct of the Meeting** – *John Heiser* – called meeting to order at 6:40 pm. John Heiser thanked Emily Vannelli for her service to BTPOA as our contract administrative support service and introduced her successor, Mandi Roehrich. Emily Vannelli received applause from everyone in the room. Directors present: John Heiser and Matt Dunston. Directors absent: Duane Fitch, Wayne Claybaugh, Jane King. Architectural Control Committee members present: Bob Brown, Mark Wester, Ron Restanio; none absent.
- 3) **Motions to approve the agenda and accept the election officials** – *John Heiser*- announced that intended agenda item Fire Mitigation, must be postponed because Fire Marshall John Vincent was called out of state to fight forest fires. Motion made to approve agenda without fire mitigation by Matt Dunston, seconded by Mark Wester, all in favor. Motion made to accept election officials who were Jim Rios and Ron Restanio made by Phil Perry, seconded by Mark Wester, all in favor. A similar motion approved Steve Fuhrmann as the recorder for the meeting in the absence of the Secretary of the Board.
- 4) **Review/Approve Minutes Previous Meetings** – *John Heiser* –motion made by Phil Perry to approve minutes from 9/15/11 Annual Meeting, seconded by Mark Wester, all in favor. Motion made by Bob Hostetler to approve minutes from 2/16/12 Budget Meeting, seconded by Ron Restanio, all in favor.
- 5) **ACC Report** – *Mark Wester* – explained the resignation of Pedro Canellas from the ACC and Wester's appointment of Bob Brown, who was already assisting the ACC as an unelected volunteer, as ACC member pending BTPOA elections. In a subsequent move, the ACC changed their chairperson from Wester to Brown. Wester answered questions from floor:

Question: What about chain link fences? **Answer:** Not authorized, at least not in the common galvanized steel version.

Question: What kind of fence would be approved? **Answer:** split rail, smooth posts, coated wire if not garish.

Question: How do I apply for a change on my lot? **Answer:** Prefer email to have a record and trail of ACC actions. See request form on the web site.

Question: How do you resolve the tree cutting permission vs. fire mitigation? **Answer:** There is no BTPOA barrier to fire mitigation. Just do it and let us know.
- 6) **ACC Election** – *John Heiser*
Fill one 3-year position currently occupied by ACC member Ron Restanio. The new term ends at the 2015

Annual Meeting. Restanio agreed to run again; there were no other candidates. Motion was made by Matt Dunston to elect Restanio to another term, seconded by Mark Wester, all in favor.

Fill one 3-year position vacated by Pedro Canellas after two years. This term ends at the 2013 Annual Meeting. Bob Brown affirmed his candidacy on the ACC; there were no other candidates. Motion was made by Phil Perry to affirm Wester's appointment of Brown to fill the remainder of the term, seconded by Matt Dunston, all in favor.

7) **Board of Directors Election – Matt Dunston**

Fill one 3-year position currently occupied by John Heiser. The new term ends at the 2015 Annual Meeting. Heiser announced his candidacy for re-election; there were no other candidates. Motion was made by Mike Young to elect Heiser as Director, seconded by Lance Dodd, all in favor.

Fill one 3-year position currently occupied by Jane King. The new term ends at the 2015 Annual Meeting. Heiser announced that King, who could not be at the meeting, had informed him of her candidacy for re-election. Patrick Quinlan self-nominated from the floor. Quinlan addressed the BTPOA members about his interest; Steve Fuhrmann spoke on behalf of King. Dunston called for secret ballot vote. Results: 25 for Quinlan; 18 for King. This presented a technical issue—43 votes with 41 lots signed in. Heiser suggested re-vote; Lance Dodd pointed out that the margin is wide enough to not change the outcome. Motion was made by John McCullough to accept the election results, seconded by Howard Schmitz, all in favor. Quinlan was elected.

8) **Committee Reports**

a) **Beautification and Trails – Leslie Velez, Chairperson** – Velez made three points. First, she invited participation in B & T. Second, she proposed an “Adopt and Entrance” program, in which seven BTPOA members would monitor the condition of one of BTPOA's seven entrances, do light-duty maintenance, and report maintenance beyond their capability/desire. Third, she announced a “Fall Cleanup Day” for community maintenance on the entrances on 6 October. Velez answered questions from the floor:

Question: What is planned for the washed out trail on Higby Road near Viscount Court? **Answer:** Velez was not aware; she'll work it.

Question: Current BTPOA spending on B & T is already over budget; what are the rules? **Answer** by Heiser, BTPOA Treasurer: Budget is guidance; Board adjusts funds as appropriate during the year; this year's over budget on B & T is offset in the long run by B & T being under budget for several past years.

Question: How much was spent on materials for the improvements on the Scottswood Drive entrance? **Answer** by Heiser: about \$2200; don't have exact number here.

Question: Can we spend the same amount on each of the other entrances? **Answer** by Heiser: No, the others are not as badly destroyed and do not require equal amount of work.

b) **Covenant Compliance** – No report.

c) **Directory and Website** – No report.

d) **Water Augmentation –Bob Hostetler, Chairperson** – made two main points about why water augmentation and reporting is important. First, we live in the west; water is scarce. Second, we do not own the water we use from our wells. Therefore, BTPOA is required to submit a detailed report annually as required by Colorado water regulations. He encouraged BTPOA members on two points. First, when you receive a postcard from Bent Tree about water use and irrigation, please fill it out and return it. This saves a lot of time-consuming follow-up. Second, the ACC's generous support for fire mitigation does not give property owners authorization to violate their well permits by planting and

watering 30 foot-wide green belts around their houses.

- e) **Forest Management** – *John Anderson, Chairperson* – presented the report found attached to these minutes. Please see report at Attachment 1. (Post-meeting addendum for the record: Twenty-one lots were inspected during the catch-up tree inspection on 9/17/12. Seven trees on two lots were found and are to be removed.)

10) **Financial Report** – *John Heiser, Treasurer* – called people’s attention to the 2012 Balance Sheet and Budget vs. Revenue and Expenses pages of the meeting packet and asked if there were any questions or issues. There were none.

11) **Neighborhood Watch/Crime Prevention Presentation** – *Herb Wetzel, Chairperson* – pointed out that Bent Tree is fairly safely relative to some neighborhoods in the County. Our main problem is vandalism, mainly to light fixtures on driveway monuments. He encouraged everybody to simply be aware, to know the people, activities and vehicles normally on “their block”, and to note and record details about unusual vehicles and activity. We should phone the non-emergency number at El Paso County Sheriff’s Department, 390-5555, to report every act of mischief or suspicious activity. Wetzel went over several brochures available for people to pick up about not inviting crime, security systems and self-defense. Wetzel introduced Keith Duda, Deputy Sheriff, Crime Reduction Unit, El Paso County District 1. Duda’s remarks and answers to questions are recorded at Attachment 2 to these minutes.

12) **Meeting Schedule** – *John Heiser*

- a) Special BTPOA meeting to complete the fire mitigation topic is tentatively scheduled for October 18, 2012.
- b) Annual Budget Meeting Date: Thur., February 21, 2013, 6:30 p.m. (“on or about Feb. 15th”)
- c) Board Meetings: Second Wednesday of each month, 6 pm, Monument Sanitation District board room, 130 Second Street, Monument.

13) **Any Other Business** – None

14) **Adjournment** – The meeting ended about 8:45 without formal motion or vote for adjournment.

Two Attachments

Forestry Report

Deputy Duda Remarks

Minutes approved 11/21/2012 by Board for presentation to BTPOA membership.

Minutes approved mm/dd/yyyy by BTPOA membership.

BTPOA 2012 Annual Meeting Minutes

Attachment 1, Forestry Report

John Anderson, Chairperson, Forestry Committee

In early spring your BT board approved the cost for having the Forest Service (F.S.) inspect all 257 lots for

beetle infestation.

A letter and cards were mailed to all lot owners requesting their approval to have the survey performed and at no cost to them.

The cards gave the lot owners three options for having their lots inspected and were asked to mark and return the cards accordingly:

1. Approval to have the F.S. inspect their lots.
2. That they did not need the F.S. and at their own cost would hire a professional tree service.
3. They had the knowledge and experience to inspect their own lots.

Fifty two lot owners did not return the cards. Wayne Claybaugh, nine members of our committee (who I will recognize in a few minutes) and myself made numerous phone calls requesting the cards returned so we could let the F.S. know which lots to inspect.

We experienced some glitches responsible for the cards not being returned:

1. Our data base of current lot owners was not up to date. Letter/cards were sent to previous owners who ignored them.
2. Some said they never received the cards.
3. Some said they returned the cards which we did not receive.
4. Some said they did not remember if they returned the cards.
5. Some returned the cards but did not mark their chosen option.
6. Phone numbers of lot owners were wrong, not listed or blocked.

After numerous phone calls and conversations I am pleased that we got approval from most of the 237 lots to have the F.S. do the inspections in late April. A few opted to use a professional tree service or had the knowledge/experience to do it on their own. The other 20 lots missed the April survey but gave approval to have the F.S. do it on Sept. 17th.

Beetle infested trees begin attacking other healthy trees between mid-May and late summer. Beetles in one infested tree will swarm and will kill three or more trees over the winter and spring. Witness what is happening in Colorado's Summit and Grand counties.

The Sept. 27th inspection will identify any remaining infested trees that must be removed. Hopefully any beetles will still be in those trees.

Now...a summary of the April inspections:

Between lots 101 thru 160 and lots 217 thru 228, thirty one active Mtn. Pine Beetles trees were identified and have been disposed of.

Throughout the 237 lots surveyed in April, one hundred and one IPS beetle infested trees were identified and have been removed.

Next year we will do our best to eliminate the glitches that we encountered in 2012.

Most of the lot owners have given us approval to have the F.S. do the inspection on an annual basis. They will receive a letter stating when the 2013 inspections will take place. If their situation changes, they will contact the Bent Tree (B.T.) Forestry Chairman and advise him/her.⁷

A letter will be sent to the lot owners who did not use the services of the F.S. in 2012. They will be required to send a letter to the BT Forest Chairman stating that they will use a professional tree service to inspect their lot... or that they have the knowledge and experience to do their own inspection. Our covenants and rules and regulations state a report must be given to the BT Board of the finding of their inspection and send documentation that diseased trees have been removed.

In Summary: I want to thank Wayne Claybaugh, our Board and my committee for their support. Especially Scott Pann, Mark Oldfield, Henry Arbuleta, George Sanders, Howard Schmidt, Chuck Loeffler, Jim Bering, Steve Prilezky and Larry Stevens. If they had not helped me with all of those phone calls, I would still be on the phone trying to reach people!!

And most of all thanks to everyone for your co-operation in helping to keep our beautiful BT forest protected from the invasive and destructive pine beetles.

-- End of Attachment 1 --

BTPOA 2012 Annual Meeting Minutes

Attachment 2, Neighborhood Watch/Crime Prevention

Keith Duda, Deputy Sheriff, Crime Reduction Unit, El Paso County District 1

Remarks

Introduction. The Crime Reduction Unit is different than patrol. We'll most often see them in unmarked vehicles. The work from trends and volume. Reporting is important. Bent Tree is in El Paso County Sheriff District 1.

Criminal Mischief. Bent Tree's primary issue is criminal mischief, mostly by local kids.

Burglary. Burglary is relatively low, but it does happen. Usually citizenry makes burglary easy with unlocked cars and open garage doors. Primary items stolen are electronics, credit cards and gift cards. Burglars who want to enter the house typically make a dummy door knock to check for somebody being home. Always answer, even if it is through the door to say you are not interested.

Answers to Questions from the Floor

Question: (Female) Should I answer the door even if I'm alone? **Answer:** Yes, or you'll soon be facing the person face to face through kicked in door or window.

Question: Is the "make my day" law still valid? **Answer:** Yes, IF the person is in your premises (house or garage) AND you feel threatened. Do not shoot somebody on the way out with your stuff; that is not a threatening act.

Question: Is a Taser worth it? **Answer:** Yes, better than pepper spray. Whether you use hand gun, rifle or Tazer, be familiar, practiced, and confident in your ability and intent. The other person can detect anything less and you may end up the victim of your weapon.

Question: Do you respond to home security alarms? **Answer:** Yes, but after priority responses.

Question: How do I screen solicitors? **Answer:** It is difficult to really know. If suspicious, call the non-emergency number.

Question: Can I fire a warning shot? **Answer:** No. That is reckless endangerment because that bullet has to come down.

Question: What can be done to control speeding? **Answer:** Call the traffic unit. Based upon trends and volume of complaints they first set up speed monitoring/feedback trailers. If that does not slow the traffic, they advance to speed traps.

Question: What can be done about reckless driving? **Answer:** Get a good description and take immediate notes. Reckless driving goes to court and will result in citation if defendant cannot successfully refute your report.

-- End of Attachment 2 --

**Bent Tree Homeowners Association
Special Meeting on Wildfire Mitigation
October 18, 2012**

There were 20+ homeowners in attendance at the YMCA.

The guest speaker was Fire Marshall John Vincent, Captain of the Tri-Lakes Monument Fire Protection District. His presentation included two topics: Discussion about the Waldo Canyon Fire and suggestions for homeowners to mitigate forest fire occurrence and damage.

These notes focus on his suggestions and comments - he reinforced that these are recommendations, and that we need to follow our HOA covenants and requirements.

- He does not consider I-25 as a buffer for fire protection due to unpredictable wind conditions.
- If you are told to evacuate – follow instructions.
- Trim trees up to 6’ from the ground
- Where feasible, trim trees to permit 10’ between branches
- Don’t stack firewood next to your house – it should be at least 30’ from the house
- Be aware of scrub oak trees – they generate an oil to protect it, thus increasing the potential for them as a fire source.
- Make your house number visible on the street from the direction that the fire or rescue truck will be coming from.
- Look into replacing your non-metal window screens with steel window screens. This will help to stop flying embers that melt the non-metal screens.
- Check your homeowners’ policy for appropriate coverage.
- Thin out your trees where necessary – “Hug a tree – and get rid of a tree”
- Check to see if your smoke alarm operates independently of your burglar alarm.

For a complimentary fire mitigation inspection of your home – call 484-0911.

References:

- Refer to the Bent Tree HOA website for suggestions on fire mitigation and forest management
- www.firewise.org – go the “homeowners” section for information on how to protect your home and property, Firewise plant lists and other resources.
- Colorado Springs Emergency Preparedness and Safety Guide. Contact the CS Office of Emergency Management – 719-385-5957; oem@springsgov.com
- El Paso County Wildfire Protection Plan –

Notes prepared by David Wittman

2013 BUDGET MEETING BENT TREE PROPERTY OWNERS ASSOCIATION

FEBRUARY 21, 2013 MONUMENT YMCA

The meeting was called to order at 6:31 pm and self-introductions were made by those in attendance.

A quorum was not achieved; however, by state law in the event a quorum is not achieved, the draft budget is automatically approved.

John Heiser announced that the BTPOA account balances total \$94,335. The budget for water augmentation is \$18,000. During 2012, revenue exceeded expenses by \$524.

Marty Kruse asked if all HOA assessments were paid, and, as of the meeting, ten lots still owed their 2013 assessment. Matt Dunston confirmed that the BTPOA charges a statement fee of \$100 per lot for property sales and refinancing.

Mark Wester of the Architectural Control Committee (ACC) reported a new lot building on Edenhurst with turnaround times for applications being within 30 days. Mark noted that the website has a log of projects that have been submitted to the ACC. Mark recommended that when in doubt about a proposed project, submit an application. Wildfire mitigation applications can check with Ron Rostanio at the ACC. Also it is a good idea to verify colors for roofs and exteriors in advance.

Covenant Compliance Co-Chair Jim Maser reported that the CCC received three to five calls and four to five emails per month regarding alleged CCC violations. Tours by the CCC are scheduled monthly and can be joined through Jim or the other CCC co-chair Jane King. Jim also mentioned that if any vehicles need to be left outside, please notify the CCC with the reason and how long it would be there.

The BTOPA administration receives approximately 36-60 calls per year with an additional 48-60 emails per year.

Nine monthly tours were conducted between February 2012 and January 2013. Due to weather, scheduling and training new BTOPA administrator, tours were not conducted in March 2012, July 2012, and October 2012.

During nine monthly tours, 281 properties had potential covenant infractions.

During subsequent tours or follow-ups conducted within 15 days of the monthly tours, 145 (52%) of the potential infractions were resolved.

55 first notice letters were sent to homeowners, which is 20% of the original total infractions.

Twelve second notice letters were sent to homeowners, which is 4% of original total infractions.

Six hearing letters were sent to homeowners. Of the six sent, three hearings were held by the BOD during the twelve-month period noted above. The other three hearing letters did not result in BOD hearings due to homeowner compliance and/or moving from Bent Tree.

Of the three hearings held by the BOD, total hearing fines were \$3,820. Of the total fines, \$3,355 was suspended with the homeowner provided with conditions. Total fines collected by the BOD during the twelve month period noted above were \$465.

There were approximately 15 situations during the twelve month period noted above where the CCC worked with the ACC to determine feasibility of potential solutions. The committees worked together to coordinate efforts.

Herb Wetzel had no crimes to report on neighborhood watch. Regarding non-emergencies, the telephone number for the Sheriff's Office is (719) 390-5555.

John Heiser reported that the water augmentation fee may drop from about \$18,000 annually to about \$8,000-\$9,000 once the Great Divide Water Company's capital improvement account is fully funded. Bob Hostetler sent a report that if an owner has reduced their irrigated area, please let the Water Committee know through the water reporting card with how many square feet are now being irrigated since it will reduce the amount of augmentation water the BTPOA has to buy. Patrice Stevens had a question regarding the quality of Bent Tree water. Matt Dunston responded that the quality of water is good however slightly more acidic because of the forest and pine needles. Water tests are available from the County Health Department and local labs.

Forestry Committee Chair John Anderson said that he may be moving soon and would like find someone to head the committee. He mentioned that there are 643 acres in Bent Tree and there were only 27 trees identified as infected with pine beetle and only 18 trees identified as infected with IPS beetle. John also said that insurance companies are evaluating wildfire mitigation efforts in Bent Tree.

Bo Jordan reported on the work of the Wildfire Mitigation Committee. He said that during 2012 there were 1,500 wildland fires in Colorado that burned 250,000 acres and destroyed nearly 600 houses. He predicted that the summer of 2013 would likely to be similar. The committee is looking into sources of firefighting water, how to reduce fuel sources, and how to have Bent Tree classified as a recognized FireWise community like Wissler Ranch and Woodmoor. He recommended that property owners call the Tri-Lakes Fire Protection District to survey their properties.

Jim Maser suggested that property owners may want to look into the Barricade fire blocking gel as a last resort when a wildfire is approaching. There is information at www.firegel.com.

Mark Wester proposed that the idea of having fire hydrants in Bent Tree should be studied. He said that his insurance went from \$2,500 per year to \$6,500 per year due to the area being rerated from an ISO 4 to an ISO 9. Matt Dunston said that cost estimates for adding hydrants are likely to be extraordinarily high. A working group of Mark Wester, Patrice Stevens, and Duane Fitch was formed to study the proposal.

Steve Fuhrman reported there was one new owner in Bent Tree in 2012.

The annual meeting for Bent Tree Property Owners Association is scheduled for September 19, 2013.

At 8:23 pm, Marty Kruse motioned to adjourn the meeting, Bo Jordan seconded. It was unanimously approved.

Notes prepared by BTPOA Secretary, Patrick Quinlan

Revised by BTPOA President, John Heiser

BTPOA 2013 BALANCE SHEET

Assets: Balances as of 9/19/2013

CD 1 year	\$ 38,347	0.35% Matures 11/30/2013
CD 1 year	\$ 38,229	0.35% Matures 5/29/2013
Working	\$ 5,591	
Total	\$ 82,167	

Liabilities and Owner Equity

Plan Review Fees	\$ 2,250
Owner Equity	\$ 79,917
Total	\$ 82,167

Historical Perspective

Account Balances	12/31/2004	12/31/2005	12/31/2006	12/31/2007	12/31/2008	12/31/2009	12/31/2010	12/31/2011	12/31/2012	9/19/2013
CD #1	\$ 3,702	\$ 3,957	\$ 6,175	\$ 6,452	\$ 6,574	\$ -	\$ 80,899	\$ 38,025	\$ 38,280	\$ 38,347
CD #2	\$ 20,475	\$ 20,794	\$ 21,529	\$ 22,428	\$ 22,902	\$ -	\$ -	\$ 38,016	\$ 38,163	\$ 38,229
CD #3	\$ 30,735	\$ 31,228	\$ 37,516	\$ 39,397	\$ 40,242	\$ -	\$ -	\$ -	\$ -	\$ -
CD #4	\$ -	\$ -	\$ 12,000	\$ 12,548	\$ 12,818	\$ -	\$ -	\$ -	\$ -	\$ -
Working	\$ 24,115	\$ 26,144	\$ 9,654	\$ 4,266	\$ 749	\$ 90,708	\$ 10,523	\$ 6,028	\$ 6,149	\$ 5,591
Total	\$ 79,027	\$ 82,123	\$ 86,874	\$ 85,091	\$ 83,285	\$ 90,708	\$ 91,422	\$ 82,069	\$ 82,592	\$ 82,167
Increase (Decrease)		\$ 3,096	\$ 4,751	\$ (1,783)	\$ (1,806)	\$ 7,423	\$ 714	\$ (9,353)	\$ 524	\$ (425)
CD interest earned				\$ 3,605	\$ 1,711	\$ 498	\$ 899	\$ 831	\$ 403	\$ 133
CD interest rate				4.67%	2.12%	0.60%	1.08%	1.03%	0.53%	0.35%

BTPOA 2013 BUDGET VS. REVENUE AND EXPENSES

2013 budget approved January 8, 2013 by the BTPOA Board of Directors

Approved by default at the Budget Meeting February 21, 2013

Expense Category	2012			2013			Description	% Budget
	Budget	12/31/2012	Diff	Budget	9/19/2013	Diff		
Architectural Control	\$ 300	\$ -	\$ (300)	\$ 300	\$ -	\$ (300)	Review of plans	0%
Bank Charges	\$ 50	\$ 23	\$ (27)	\$ 50	\$ 11	\$ (39)	Service fees, return check charges, etc.	22%
Beautification & Trails	\$ 2,000	\$ 3,133	\$ 1,133	\$ 4,000	\$ 2,984	\$ (1,016)	Maintenance of entrances, trails, roadside	75%
Dues & Subscriptions	\$ 100	\$ 45	\$ (55)	\$ 200	\$ -	\$ (200)	Membership in NEPCO, HOA Registration	0%
Flood Control	\$ 200	\$ -	\$ (200)	\$ 200	\$ -	\$ (200)	Engineer's review plus maintenance work	0%
Forestry Committee	\$ 1,500	\$ 1,962	\$ 462	\$ 3,500	\$ 3,130	\$ (370)	Beetle and mistletoe survey**	89%
Insurance	\$ 2,500	\$ 2,550	\$ 50	\$ 2,600	\$ 2,444	\$ (156)	Gen. liability, officers and directors liability	94%
Legal and Professional	\$ 6,000	\$ 568	\$ (5,433)	\$ 3,000	\$ 2,511	\$ (489)	Attorney time, tax return preparation	84%
Meetings	\$ 1,000	\$ 825	\$ (175)	\$ 1,000	\$ 478	\$ (522)	Meeting room, refreshments, door prizes	48%
Plan review refunds	\$ 900	\$ -	\$ (900)	\$ 900	\$ -	\$ (900)	Refund of plan review fees	0%
Printing, Mailing & Supplies	\$ 1,200	\$ 152	\$ (1,048)	\$ 500	\$ 428	\$ (72)	BT Log, directory, notices, office supplies	86%
Secretarial/Admin Support	\$ 7,000	\$ 4,960	\$ (2,040)	\$ 7,000	\$ 4,295	\$ (2,705)	Administrative assistance*	61%
Taxes	\$ 200	\$ 224	\$ 24	\$ 250	\$ 77	\$ (173)	Income taxes, corporate report, HOA registration	31%
Utilities	\$ 350	\$ 456	\$ 106	\$ 500	\$ 724	\$ 224	Lights at Scottswood and Highway 105 + phone	145%
Water Augmentation	\$ 18,000	\$ 17,398	\$ (602)	\$ 18,000	\$ 17,242	\$ (758)	BTPOA share in Great Divide Water Company	96%
Web Site	\$ 1,000	\$ 46	\$ (954)	\$ 500	\$ 157	\$ (343)	Web site hosting, software tools, etc.	31%
Welcoming Committee	\$ 250	\$ 50	\$ (200)	\$ 250	\$ 114	\$ (136)	Printing or purchasing materials, birdhouses	45%
Total Expenses	\$ 42,550	\$ 32,391	\$ (10,159)	\$ 42,750	\$ 34,594	\$ (8,156)	* At the discretion of the CCC	81%
Revenue Category	Budget	12/31/2012	Diff	Budget	9/19/2013	Diff	Description	% Budget
Dues (incld late fees)	\$ 30,840	\$ 31,595	\$ 755	\$ 30,840	\$ 31,300	\$ 460	257 lots x \$120 per lot + late fees	101%
HOA Statements	\$ 200	\$ 550	\$ 350	\$ 1,000	\$ 1,520	\$ 520	10 x \$100 statement fee for sale/refinance	152%
Plan Review Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Assumes no house plans reviewed	-
Interest	\$ 400	\$ 404	\$ 4	\$ 400	\$ 134	\$ (266)	Interest on CDs (0.53% on \$76,000)	33%
Fines	\$ -	\$ 365	\$ 365	\$ -	\$ 1,216	\$ 1,216	Fines for Covenant Violations	-
Ads	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Ads in the directory	-
From Reserves	\$ 11,110	\$ -	\$ (11,110)	\$ 10,510	\$ -	\$ (10,510)	To cover deficit	0%
Total Revenue	\$ 42,550	\$ 32,914	\$ (9,636)	\$ 42,750	\$ 34,169	\$ (8,581)	Expectation at this point in the year	80%
Surplus (deficit) through 12/31/12		\$ 524	\$ (425)		9/19/2013 Surplus (deficit)			
\$ (0) Difference from balance sheet								

** Budget increased \$1,500 6/11/2013