



Bent Tree Property Owners' Association, Inc.

P.O. Box 2631

Monument, Colorado 80132-2631

www.btpoa.net

2018 Budget Meeting Agenda **Thursday, February 15th, 2018**

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) Review/Approve September 14, 2017 Annual Meeting Minutes**
- 4) Financial Report, Budget Discussion and Approval**
- 5) Architectural Control Committee (ACC) Report**
- 6) Covenant Compliance Committee (CCC) Report**
- 7) Water Committee Report**
- 8) Financial Report**
- 9) Meeting Schedule**
 - a) Proposed Annual Meeting Date: **Thursday, Sept. 13, 2018, 6:30 p.m.**
 - b) Board Meetings: **Second Tuesday of each month**, 6:30 pm, Monument Sanitation District board room, 130 Second Street, Monument.
- 10) Any Other Business**
- 11) Adjourn**



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2017 Annual Meeting Minutes **Thursday, September 14, 2017**

Board Members Present: Greg Davis, Mark Weidner, Matt Dunston, Paul Baker, Chris Mettes

1) Determination of Quorum

39 Property owners were needed for a quorum. Since only 29 property owners signed in (including proxies), no quorum existed.

2) Call to Order, Introductions, Conduct of the Meeting

Meeting was called to order by Greg Davis at 6:40pm.

3) Approval of the Agenda and Acceptance of the Election Officials

A motion to approve the agenda was made by Matt Dunston, seconded by Paul Baker, and unanimously approved. Two property owners volunteered to be election judges if an election was necessary during the meeting.

4) Review/Approve September 22, 2016 Annual Meeting Minutes

Since no quorum was present, there was no vote on approving the minutes of the 2016 Annual Meeting.

5) Review/Approve February 23, 2017 Budget Meeting Minutes

Since no quorum was present, there was no vote on approving the minutes of the 2017 Budget Meeting.

6) ACC Election to Fill One Position

Fill one 3-year position previously occupied by Brandon Ware.

Linda Hoyt volunteered to fill the vacant ACC position. Since there were no other volunteers or nominees, Linda was unanimously accepted.

7) Board of Directors Election to Fill Two Positions

One 3-year position currently occupied by Matt Dunston, and one 1-year position is open that is currently held by Chris Mettes who is resigning due to moving.

Matt Dunston volunteered to serve another term on the board. Eric Hammersley volunteered to take over the board position vacated by Chris Mettes. There were no other volunteers or nominees for these positions. Matt and Eric were elected by acclamation.

8) ACC Report

Matt Dunston reported on Architectural Control Committee responsibilities and activities. There were no questions from the floor. As indicated above, Linda Hoyt will serve on the committ

9) Committee Reports

a) Beautification and Trails

Paul Baker reported that there had been two mowings of the monuments and curbside and that a third mowing will be done this Fall. Board members have trimmed the monuments and removed dead trees. The Scottswood entry monument was improved this summer. 2,100 feet of the Roller Coaster trail was trimmed and widened by board members and volunteers. A contractor will be widening and laying down roadbed rock along this section of trail in the Fall. In addition, the contractor will be regrading lower sections of this trail and installing drainage pipes. The next 1,500 foot section of trail along Roller Coaster will get similar treatment in 2018. A “Chipping Day” similar to that done in Higby Estates is planned for 2018.

b) Covenant Compliance

Mark Weidner described the operation of the Covenant Compliance Committee. When covenant violations are reported, the first step is to contact the property owner by phone or email and request a correction. If no correction is noted, an official letter is sent out to the property owner requesting remediation. Second and third letters are sent out as appropriate. If the problem is still not remedied, a hearing date is set to review the problem with the property owner. At this point, fines and liens can be levied. Mark asked for volunteers to serve on the CC committee. Pete Hoyt and Debbie Romano volunteered to serve on this committee.

c) Forest Management/Wildfire Mitigation

Mark Weidner reported that a Forestry Inspection was conducted this year. This inspection was skipped during the past two years because of the generally good condition of our trees. During this inspection, issues were noted on 17 lots including beetle kill, IPS, dead or leaning trees, and ladder fuel.

d) Neighborhood Watch/Crime Prevention

Herb Wetzel reported that we all need to be watchful of our neighborhood. We need to know our neighbors and be aware of strangers in our area. The El Paso County Sheriff’s Department has a non-emergency incident reporting phone number (719-390-5555). “Neighborhood Watch” signs have been posted near each entrance into Bent Tree. Cameras such as doorbell cameras or wired or wireless cameras can be a great deterrence.

e) Water Augmentation

Matt Dunston reported that the yellow water use reporting cards are required by the state and that we should all return them promptly. The health of the Dawson Aquifer was discussed. It is generally believed that the aquifer is in good shape and that there is no evidence of the water level dropping.

f) Engineering & Drainage

Matt Dunston described the area's water drainage engineering design and reported that a review of the retention basins in Bent Tree is done annually.

10) Financial Report – Review and approve 2017 budget

Greg Davis presented the 2017 budget, balance sheet, and reserve study. There were no questions from the floor. No quorum was present to vote on the 2017 budget.

11) Meeting Schedule

a) Annual Budget Meeting Date: Thursday, Feb. 15, 2018, 6:30 p.m. (“on or about Feb. 15th”)

Next Annual Meeting to be held on Thursday, September 13, 2018.

b) Board Meetings: Third Tuesday of each month, 6:30 pm, Monument Sanitation District board room, 130 Second Street, Monument.

Future board meetings to be held October 17th, November 21st, and December 19th.

12) Any Other Business

No other business was raised.

13) Adjourn

The meeting was adjourned at 7:50 pm.

Minutes were prepared by Board Secretary Chris Mettes, September 15, 20

PROPOSED BTPOA 2018 BUDGET VS. REVENUE AND EXPENSES

Expense Category	2017			2018			Description	% Budget
	Budget	12/31/2017	Diff	Budget	1/23/2018	Diff		
Architectural Control	\$ 100		\$ (100)	\$ 100		\$ (100)	ACC committee expenses	0%
Bank Charges	\$ 50	\$ 41	\$ (9)	\$ 50		\$ (50)	Service fees, return check charges, etc.	0%
Beautification & Trails	\$ 6,000	\$ 4,000	\$ (2,000)	\$ 4,500		\$ (4,500)	Maintenance of entrances, trails, roadside	0%
Dues & Subscriptions	\$ 175	\$ 54	\$ (121)	\$ 175		\$ (175)	NEPCO, HOA Registration, CO Corp. Report	0%
Flood Control	\$ 100		\$ (100)	\$ 100		\$ (100)	Engineer's review plus maintenance work	0%
Forestry Committee	\$ 2,000	\$ 1,248	\$ (752)	\$ -		\$ -	Beetle and mistletoe survey	#DIV/0!
Insurance	\$ 2,700	\$ 2,835	\$ 135	\$ 3,000		\$ (3,000)	Gen. liability, officers and directors liability	0%
Legal and Professional	\$ 1,000	\$ 425	\$ (575)	\$ 1,000		\$ (1,000)	Attorney time, tax return preparation	0%
Meetings	\$ 600	\$ 549	\$ (51)	\$ 600	\$ 50	\$ (550)	Meeting room, refreshments, door prizes	8%
Plan review refunds	\$ 900		\$ (900)	\$ 1,800		\$ (1,800)	Refund of plan review fees	0%
Printing, Mailing & Supplies	\$ 800	\$ 638	\$ (162)	\$ 800		\$ (800)	BT Log, directory, notices, office supplies	0%
Secretarial/Admin Support	\$ 9,000	\$ 8,013	\$ (988)	\$ 10,000	\$ 638	\$ (9,363)	Administrative assistance	6%
Taxes	\$ 100		\$ (100)	\$ 100		\$ (100)	Income taxes	0%
Utilities	\$ 450	\$ 410	\$ (40)	\$ 450		\$ (450)	Lights at Scottswood and Highway 105 + phone	0%
Water Augmentation	\$ 5,100	\$ 5,683	\$ 583	\$ 5,700	\$ 5,078	\$ (622)	BTPOA share in Great Divide Water Company	89%
Web Site	\$ 200	\$ 209	\$ 9	\$ 225		\$ (225)	Web site hosting, software tools, etc.	0%
Welcoming Committee	\$ 250	\$ 178	\$ (72)	\$ 250		\$ (250)	Printing or purchasing materials, birdhouses	0%
Total Annual Expense	\$ 29,525	\$ 24,282	\$ (5,243)	\$ 28,850	\$ 5,765	\$ (23,085)		20%
Reserve Website Redevelopment	\$ 5,000	\$ -	\$ (5,000)	\$ 5,000		\$ (5,000)	Redo website allow owner directory & water entry	0%
Reserve Trail Improvement	\$ 10,000	\$ 4,540	\$ (5,460)	\$ 7,000		\$ (7,000)	Major trail improvements	0%
Reserve - Redo Scottswood entry landscap	\$ 2,000	\$ 2,615	\$ 615			\$ -	Redo Scottswood entry monument landscaping	#DIV/0!
Reserve - Donation to Black Forest	\$ 2,000	\$ -	\$ (2,000)			\$ -	Donation to Friends of the Black Forest	#DIV/0!
Total Expenditures	\$ 48,525	\$ 31,437	\$ (17,088)	\$ 40,850	\$ 5,765	\$ (35,085)		
Revenue Category	Budget	12/31/2017	Diff	Budget	1/23/2018	Diff	Description	% Budget
Dues (incld late fees)	\$ 30,840	\$ 31,150	\$ 310	\$ 30,840	\$ 25,200	\$ (5,640)	257 lots x \$120 per lot + late fees	82%
HOA Statements	\$ 1,000	\$ 2,200	\$ 1,200	\$ 1,000		\$ (1,000)	10 x \$100 statement fee for sale/refinance	0%
Plan Review Fees	\$ 200	\$ 200	\$ -	\$ 200		\$ (200)	Assumes no house plans reviewed	-
Plan Review Fees Refundable	\$ 900	\$ 900	\$ -	\$ 900		\$ (900)	Assumes no house plans reviewed	-
Interest	\$ 275	\$ 272	\$ (3)	\$ 335		\$ (335)	Interest on Reserve CDs	0%
Fines	\$ -		\$ -			\$ -	Fines for Covenant Violations	-
Ads	\$ -		\$ -			\$ -	Ads in the directory	-
Total Annual Revenue	\$ 33,215	\$ 34,722	\$ 1,507	\$ 33,275	\$ 25,200	\$ (8,075)		76%
Net Change to Reserves	\$ (15,310)	\$ 3,284	\$ 18,594	\$ (7,575)	\$ 19,435	\$ 27,010	To/From Reserves	
Surplus (deficit) through 12/31/17								
	\$	3,284		\$	19,435		1/23/2018 Surplus (deficit)	
	\$	(0)		\$	(0)		Difference from balance sheet	

