Hartsock Village CHOA Annual Meeting Notice 2021

December 03, 2021

Dear Hartsock Village Homeowners:

The Annual Membership meeting is scheduled on Monday, December 13, 2021 starting at 5:00p.m. This meeting will be held by Gotomeeting invitation.

Please join your meeting from your computer, tablet or smartphone by using this link.

https://global.gotomeeting.com/join/952349901

You can also dial in using your phone. United States (Toll Free): 1 877 309 2073 / Access Code: 952-349-901

New to GoToMeeting? Get the app now and be ready when your first meeting starts: <u>https://global.gotomeeting.com/install/952349901</u>

Attached are an agenda, the previous annual meeting minutes, the October financial reports, a proxy and the 2022 budget.

If you are unable to attend the meeting, please fill out the Proxy and designate the candidate you want to cast your vote for.

All Proxies should be mailed, faxed or emailed to Z&R Property Management (see below) or give it to a board member. Voting will be done online using Ezvoteonline.

If you have any questions regarding the meeting, please contact me at <u>Darren@zandrmgmt.com</u>.

At the Direction of the Board of Directors, Hartsock Village CHOA

Darren H. Burns Property Manager

Annual Meeting December 13, 2021

Agenda

I. Meeting called to order

- Roll Call
- Certification of Proxies
- Proof of Waiver of Notice (Quorum 20%)
- Approval of previous year's Meeting Minutes Done Online

II. Report

- President's Report
- Treasurer's Report (Budget)

III. Vote to approve Budget – Done Online

IV. New Business

- Introduction of Candidates
- Nominations from floor
- Voting for Board Members Done Online

V. Announcements/Discussion

VI. Adjournment

ANNUAL HOMEOWNERS MEETING December 29,2020 Via Zoom 6:00pm to 7:00pm

Board Members Present: Barbara Budd: President Cheryl Dinsmoor: Vice President Robert Reader: Treasurer Carol Skaggs: Secretary Kevin Morton: Member at Large

BSR Property Manager: Tere Worster

Called to order at 6:00pm

Vote to approve 2019 minutes, approved by board members.

Officer's reports: President requested in person meeting With Rowcall to discuss issues that have not been addressed.

Treasurer Discussed the 2020 budget. "Copies to follow later" The sprinkler system needs to be repaired. The cost to repair would come out of the 2020 budget. We came in under budget for 2020 and our financials are in great shape. We discussed the upcoming 2021 budget.

Election of Board Member: Ryan Christopoulos has put in an application to be a board member. We unanimously voted Ryan in the HOA. Cheryl Dinsmoor is retiring from the Vice President position in the HOA. Ryan will be replacing her as president.

Open Discussion: We need bids for the 2021 budget on the items that we will need to address. We need to replace the carpet in all buildings, locks, ramps , security cameras and the garage door in building 3755 needs to be repaired ASAP.

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Meeting Adjourned at 6:41pm voted unanimously to adjourn the meeting.

Respectfully,

Carol Skaggs HOA Secretary

				-4
		Balance Sheet - Operating		ate: 12/2/2024 me: 8:41 am
ZER PROPER MANAG	ΓΥ EMENT	Hartsock Village CHOA		
-)		End Date: 10/31/2021	Pa	ige: 1
sets				
10-1000-00	SSB-Oper-7017	\$24,710.31		
10-1010-00	Operating - First Bank - 4565	20,827.57		
10-1020-00	CenterState - Operating	2,263.84		
12-1200-00	SSB-Res-7020	97,754.45		
12-1220-00	First Bank - Reserve - 4573	52,137.70		
14-1400-00	Accounts Receivable - Homeowner	5,023.00		
Total Assets:			\$202,716.8	7
bilities & Equity				
20-2000-00	Accounts Payable	276.37		
20-2100-00	Prepaid Assessments	6,105.03		
25-2500-00	Reserves - General	100,854.29		
25-2504-00	Reserve Settlement Fund	52,847.63		
25-2590-00	Reserves - Interest	1,183.99		
25-2600-00	Reserves - Expenses	(12,797.70)		
30-3300-00	Working Capital	8,321.76		
30-3500-00	Retained Earnings	20,508.22		
	Net Income Gain / Loss	25,417.28		
			\$25,417.2	n

Total Liabilities & Equity:

\$202,716.87

ZEP Property Management

Income Statement - Operating

Hartsock Village CHOA

10/1/2021 - 10/31/2021

 Date:
 12/2/2021

 Time:
 8:42 am

 Page:
 1

. .	Cı	Irrent Period					Year-to-date		Annual
\$14.508.00 \$14.518.00 \$15.00 Assessment Income \$14.522.00 \$14.518.00 \$72.	Actual	Budget	Variance			Actual	Budget	Variance	Budget
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- - 6500 General Maintenance and Repairs 1,727.55 - (1,727.55) - 41.67 41.67 6510 Building Repair and Maintenance 3,390.68 416.70 (2,973.98) 790.00 - (790.00) 6511 Gutter Maintenance 790.00 - (790.00) - 41.67 41.67 6513 Common Area Repair and Maintenance 195.00 416.70 221.70 649.15 250.00 (399.15) 6514 Garage Repair and Maintenance 7,015.51 2,500.00 (4,515.51) - 8.33 8.33 6515 Roof Repair & Maintenance 7,015.51 2,500.00 (46.70) - 8.33 8.33 6515 Roof Repair & Maintenance 7,015.51 2,500.00 (46.70) - 8.33 8.33 6530 Elevator Inspection Contract 5,803.40 6,250.00 446.60 - 83.33 83.33 6531 Elevator Repairs & Maint 2,913.68 3,271.70 358.02 - 166.67 166.67 6552 Plumbing - 1,666.70	171.96	233.33	61.37	6065	Trash	1,597.08	2,333.30	736.22	2,800.00
41.6741.676510Building Repair and Maintenance3,390.68416.70(2,973.98)790.00-(790.00)6511Gutter Maintenance790.00-(790.00)-41.6741.676513Common Area Repair and Maintenance195.00416.70221.70649.15250.00(399.15)6514Garage Repair and Maintenance7,015.512,500.00(4,515.51)-8.338.336515Roof Repair & Maint130.0083.30(46.70)-83.3383.336520Ext Maintenance & Repairs825.00833.308.301,821.10625.00(1,196.10)6530Elevator Inspection Contract5,803.406,250.00446.60-83.3383.336531Elevator Repairs55.00833.30778.30-166.67166.676552Plumbing-1,666.701,666.70-25.0025.006555Locks & Keys-250.00250.00-166.67166.676557HVAC Repairs & Maint-1,666.701,666.70-166.67166.676565Interior Maintenance and Repairs-1,666.701,666.70-1,795.47166.67(1,628.80)670Fire System Repairs6,028.391,666.70(4,361.69)	307.02	375.00	67.98	6070	Telephone Service	4,175.00	3,750.00	(425.00)	4,500.00
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MaintenanceMaintenance7,015.512,500.00(4,515.51)649.15250.00(399.15)6514Garage Repair and Maintenance7,015.512,500.00(4,515.51)-8.338.336515Roof Repair & Maint130.0083.30(46.70)-83.3383.336520Ext Maintenance & Repairs825.00833.308.301,821.10625.00(1,196.10)650Elevator Inspection Contract5,803.406,250.00446.60-83.3383.336531Elevator Repairs55.00833.30778.30-166.67166.676552Plumbing-1,666.701,666.70215.00327.17112.176554Electrical/Light Repairs & Maint2,913.683,271.70358.02-25.0025.006555Locks & Keys-250.00250.00-166.67166.676557HVAC Repairs & Maint-1,666.701,666.70-166.67166.676555Interior Maintenance and Repairs-1,666.701,666.70-1,66.67(1,628.80)650Fire System Repairs6,028.391,666.70(4,361.69)	790.00	-	(790.00)	6511	Gutter Maintenance	790.00	-	(790.00)	-
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- 8.33 8.33 6515 Roof Repair & Maint 130.00 83.30 (46.70) - 83.33 83.33 6520 Ext Maintenance & Repairs 825.00 833.30 83.00 1,821.10 625.00 (1,196.10) 6530 Elevator Inspection Contract 5,803.40 6,250.00 446.60 - 83.33 83.33 6531 Elevator Repairs 55.00 833.30 778.30 - 166.67 166.67 6552 Plumbing - 1,666.70 1,666.70 215.00 327.17 112.17 6554 Electrical/Light Repairs & Maint 2,913.68 3,271.70 358.02 - 25.00 25.00 6555 Locks & Keys - 250.00 250.00 - 166.67 166.67 6557 HVAC Repairs & Maint - 1,666.70 1,666.70 - 166.67 166.67 6555 Interior Maintenance and Repairs - 1,666.70 1,666.70 - 166.67 166.67 6555 Interior Maintenance and Repairs - 1,666.70 1,666.70 <td>649 15</td> <td>250.00</td> <td>(399 15)</td> <td>6514</td> <td></td> <td>7.015.51</td> <td>2.500.00</td> <td>(4.515.51)</td> <td>3,000.00</td>	649 15	250.00	(399 15)	6514		7.015.51	2.500.00	(4.515.51)	3,000.00
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000.00 000.00 KE71 Fire Evision Contract 7.040.00 0.000.00 (4.000.70)	1,795.47								2,000.00
- 333.33 333.33 6571 Fire System Inspection Contract 7,643.00 3,333.30 (4,309.70)	-								4,000.00
- 70.00 70.00 6572 Fire System Monitoring 1,350.00 700.00 (650.00)	-								840.00
- 416.67 416.67 6590 Snow Removal 1,672.50 4,166.70 2,494.20	-	416.67	416.67	6590	Show Removal	1,672.50	4,166.70	2,494.20	5,000.00

PROPERTY MANAGEMENT

Income Statement - Operating

Hartsock Village CHOA

10/1/2021 - 10/31/2021

 Date:
 12/2/2021

 Time:
 8:42 am

 Page:
 2

	Current Period				Year-to-date			Annual
	Actual	Budget	Variance		Actual	Budget	Variance	Budget
	\$1,500.00	\$1,300.00	(\$200.00)	6600 Janitorial Services	\$13,000.00	\$13,000.00	\$-	\$15,600.00
	-	3,333.33	3,333.33	6900 Reserve Contribution	6,666.66	33,333.30	26,666.64	40,000.00
_	13,416.24	14,490.93	1,074.69	TOTAL OPERATING EXPENSE	124,238.47	145,234.30	20,995.83	174,216.00
	1,120.17	27.07	1,093.10	Net Operating Income	25,417.28	(54.30)	25,471.58	0.00
_	\$1,120.17	\$27.07	\$1,093.10	COMBINED NET INCOME	\$25,417.28	(\$54.30)	\$25,471.58	\$-

HARTSOCK VILLAGE CHOA 2022 BUDGET

<u>Account</u>	Description	2022 Budget
INCOME		
40-4000-00	Homeowner Assessments	174,216.00
40-4025-00	Late Fees & Interest	0.00
40-4040-00	Legal Fees Reimbusement	0.00
40-4099-00 40-4100-00	Miscellaneous Income	0.00 0.00
40-4100-00	Interest Income - Operating Total Operating Income	174,216.00
EXPENSES		
Administrativ	•	
	Management Contract	12,000.00
	Bank Charges	0.00
50-5095-00	Administrative Costs	2,000.00
	Total Administrative Expenses	14,000.00
Insurance Ex		
51-5100-00	Insurance - General Liability	20,000.00
51-5110-00		800.00
51-5160-00	•	500.00
	Total Insurance	21,300.00
Utilities		
60-6010-00	Electricity	10,000.00
60-6020-00	Gas Service	1,200.00
60-6030-00	Water/Sewer	12,500.00
60-6035-00	Storm Water	4,000.00
60-6065-00	Trash	2,500.00
60-6070-00	Telephone Service Total Utilities	4,500.00 34,700.00
		34,700.00
Services		
65-6500-00	General Maintenance nd Repairs	2,000.00
65-6531-00	Elevator Repairs	1,000.00
65-6525-00	External Maintenance and Repair	2,000.00
65-6572-00	Fire System Monitoring	840.00

Z&R Property Management, 6015 Lehman Drive #205, Colorado Springs, CO 80918 Phone (719) 594-0506 • Fax (719) 594-0473 • <u>darren@zandrmgmt.com</u>

65-6571-00	Fire Contract Inspection	4,000.00
65-6590-00	Snow Removal	5,000.00
65-6600-00	Janitorial Services	15,600.00
	Total Contracted Services	30,440.00
Landscaping		
56-5600-00	Landscape Contract	4,860.00
56-5650-00	Irrigation Repairs and Maint	500.00
56-5620-00	Landscape Replacement	2,000.00
56-5630-00	Tree Maintenance	500.00
	Total Landscaping	7,860.00
Repair & Mai	ntenance	
65-6565-00	Interior Maint and Repairs	2,000.00
65-6513-00	Common Areas Repair & Maint	500.00
65-6530-00	Elevator Inspection Contract	7,500.00
65-6570-00	Fire System Repairs	7,000.00
65-6514-00	Garage Repair & Maintenance	8,000.00
65-6500-00	General Repair & Maint	500.00
65-6557-00	HVAC Repairs and Maint	2,000.00
65-6554-00	Electrical/Light Repairs & Maintenance	3,000.00
65-6555-00	Locks & Keys Repair & Maint	300.00
65-6552-00	Plumbing	2,000.00
65-6515-00	Roof Repair & Maint	0.00
	Total Repair & Maintenance	32,800.00
Professional S	Services	
50-5030-00	Audit & Tax Services	300.00
50-5040-00	Legal Expense	2,816.00
	Total Professional Services	3,116.00
Reserve Cont	ribution	
69-6900-00	Reserve Contribution	30,000.00
	Total Reserve Contribution	30,000.00
	Total All Expenses	174,216.00

Hartsock Village Assessment Calculator

				2021 Dues	2022 Dues	
Unit S	ize	% Ownership	#of Units	Monthly	Monthly	Income
Bldgs 2&3- 2 BDR	1174.1 sq.ft.	1.79%	24	\$261.00	\$261.00	\$75,168.00
Bldg 1 - 2nd floor	1238.9 sq.ft.	1.89%	2	\$273.00	\$273.00	\$6,552.00
3ldgs 2&3 - 3BDR	1336.8 sq.ft.	2.04%	24	\$295.00	\$295.00	\$84,960.00
Bldg 1 - 1st floor	1422.5 sq.ft.	2.17%	2	\$314.00	\$314.00	\$7,536.0

Total

52

Calculated Income

\$174,216.00

Hartsock Village CHOA

Annual Membership Meeting December 13, 2021

OFFICIAL DIRECTED PROXY

I hereby certify that I own, via recorded Deed, the following described property

Hartsock Village Unit Address

I hereby appoint as my official Proxy _______ to exercise my vote on any and all matters and subjects discussed at the annual meeting of Hartsock Village HOA held 13 December 2021. Fill in the name of the person you wish to vote your proxy. If let blank, your proxy will be assigned to the Board Seretary.

I hereby instruct my proxy to vote my ballot as follows:

Approve 2020 Annual Minutes	Yes_	No					
Approve 2022 Budget	Yes_	No					
CA		ATE					
There is one 3-year position on the Board up for election. Please either choose the candidate listed or fill in a write in of your choice:							
Barbara Budd							
	_						
Printed Owners Name		Building and Unit Number					
Owner's Signature (required)	-	Date					

Z&R Property Management, 6015 Lehman Drive #205, Colorado Springs, CO 80918 Phone (719) 594-0506 • Fax (719) 594-0473 • <u>darren@zandrmgmt.com</u>