



# CHATEAU CHAPARRAL GENERAL MEMBERSHIP MEETING

July 1, 2017

# President's Message



# Sewer Project

- Follow up Report
- 99% of DSI's work completed
  - ▣ Will seed & establish growth in common area by bathhouse on Oregon
- Change orders for:
  - ▣ aerator installation at SBR
  - ▣ light pole and additional outlets at the SBR
  - ▣ upgrade and add a second pump at the lift station on New Mexico

# Litigation Update

- Chaffee County Court date has been set for noncompliance issue
- Can check Chaffee County website for documents that have been filed
- Claims have been filed with our insurance company, United Fire and Casualty, that provides coverage for Board liability.

# Building Improvements

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- Bathhouse on Illinois
  - ▣ Handicap friendly modifications
  - ▣ Heater installation to come at the end of summer before closing out the sewer project

# Treasurer's Report

## **Arrears Accounts:**

- 1 Payment Plan in place
- 7 Late Electric
- 2 Late HOA/Sewer Assessments

## **Account Balances:**

Money Market	\$85,338.42
Operating Fund	\$163,863.54
Debt Service Reserve	\$30,376.10
Asset Replacement	\$17,332.00
Construction (Sewer) Account	\$105,896.61

## **Balance Sheet/Profit Loss Statements:**

Available on website & table outside the office

## **Sewer Loan #2 \$6,000):**

Paid in full

# 2017 Income Budget

## CHATEAU CHAPARRAL OWNERS ASSOCIATION

### TOTAL INCOME BUDGET 2017

**Adjusted April 2, 2017**

#### EXEMPT INCOME

Dues and Assessments (\$700/lot)	\$214,200
Fines, Penalties, and Late Charges	<u>8,000</u>
<b>TOTAL EXEMPT INCOME</b>	<b>\$222,200</b>

#### NON EXEMPT INCOME

Electric Income		\$ 61,000
Processing Fees		100
Laundry Income		7,000
Lodge Income		
Food	600	
Donations	200	
Social Committee Income	300	
Facilities Rental	100	
Total Lodge Income		1,200
Equipment Income		500
Refuse Use Income		360
Right-of-Way Income		<u>225</u>
<b>TOTAL NON EXEMPT INCOME</b>		<b>\$ 71,915</b>

**TOTAL PROJECTED 2017 INCOME**      \$294,115

\*-Projected carry-over from 2016      **\$103,885**      \$66,000

**TOTAL FUNDS AVAILABLE FOR 2017**

**\$398,000**      **\$360,115**



# 2017 Expense Budget

## CHATEAU CHAPARRAL OWNERS ASSOCIATION TOTAL EXPENSE BUDGET

Projected 2017 Budget **Adjusted April 2,2017**

### EXPENSES TO ACQUIRE, BUILD, MANAGE, MAINTAIN, AND CARE FOR ASSOCIATION PROPERTY & (\*OTHER) EXPENSE

Website Expense (Includes internet/website mtc.)		1,100
Bank Charges		100
Bath House Supplies		450
Dues and Subscriptions		250
<sup>1</sup> Electric Company (power usage)		70,000
Insurance		
<sup>2</sup> Pinnacol (Workman's Comp)	2,500	
United Fire (Liability & Casualty)	10,000	
Other [CNA Surety (Bond # 71129454)]	<u>360</u>	
Total Insurance		12,860
Loan Payment (sewer loan principle & interest)		79,442
LP Gas (Lodge)		4,500
LP Gas (Bathhouse)		400
Laundry Expense		1,500
License Fees (DORA, Register/Sec. of State, Water org., etc.)		200
Lodge Expense		
Food	200*	
Internet & wifi service	1,200	
Kitchen Supplies	150*	
Social Committee	150*	
Telephone Service	205	
Satellite TV	250*	
Pest Control	1,200	
Other (masonry work, TP & towels)	<u>500</u>	
Total Lodge Expense		3,855
Office Supplies		2,000
Mileage Reimbursement		200
Payroll Taxes		
Federal Unemployment tax (\$42/employee)	168	
State Unemployment tax	400	
<sup>2</sup> Other (everything not listed above)	3,200	
Total Payroll Taxes		3,768
Permits (U.P. Railroad yearly rent)		100
Postage/Shipping		1,000

<sup>1</sup> best estimate for power to SBR

<sup>2</sup> ...



Professional Fees		
Accounting	\$17,000	
Legal	\$30,000	4,500
Tax Preparation		<u>500</u>
Total Professional Fees	\$47,500	\$22,000
Repair and Maintenance (Operational)		
Electrical System	\$ 4,000	
Water System	3,500	
Sewer System	3,500	
Equipment (Tractors, Truck)	2,250	
Buildings	3,000	
Grounds & Bridge	2,500	
Contract Labor	<u>1,000</u>	
Total Repair and Maintenance		\$19,750
Vehicle Expense (tags, license & gas)		450
Trash Collection		12,000
Wages		
Office Clerks		6,000
<sup>3</sup> Park Attendant	\$13,460	<del>23,400</del>
Sewer Plant Tech		<u>12,000</u>
Total Wages	\$31,460	\$41,400
Water Purification Supplies		2,500
Lab Fees, Chemicals		7,000
<b>TOTAL ORDINARY EXPENSE</b>	<b>\$308,385</b>	<b>\$286,825</b>
USDA Mandated Contribution to Reserves (Sewer)		
Debt Service Reserve	7,924	
Asset Replacement Reserve	<u>4,333</u>	
Total Mandated USDA Reserves for Sewer		<u>\$12,257</u>
<b>TOTAL ANNUAL RECURRING COSTS FOR 2016</b>		<b>\$ 299,082</b>
USDA Pay Off Second Loan		6,000
Interest		1,033
Total Special Projects	\$26,475	\$20,000
Contribution to Reserves (Capital Improvements—see 5 year plan)	\$50,883	\$40,000
<b>TOTAL FOR ALL REQUIREMENTS BUDGETED FOR 2017</b>	<b>\$398,000</b>	<b>\$359,082</b>

# The Bottom Line



<sup>4</sup> TOTAL PROJECTED 2016 EXPENSES FOR 2017	<b>\$398,000</b> <del>\$359,082</del>
<sup>4</sup> TOTAL PROJECTED FUNDS AVAILABLE FOR 2017	<b>\$398,000</b> <del>\$360,115</del>

# Condominium Declaration Revision

- Why?
  - ▣ Out dated- still refers to Alliance Corporation and owners of the Lodge
  - ▣ New CCIOA requirements
    - Budget approval provisions need to be updated/added to comply with the CCIOA requirement to utilize the budget ratification process. This process becomes mandatory for all Associations in 2018.

# Condominium Declaration Revision

- ▣ New CCIOA requirements (cont')
  - Language regarding liens needs updated
  - Additional insurance requirements are needed
  
- ▣ Process:
  - Consulted with HOA law specialists HindmanSanchez
  - Rough draft (based on legal recommendations) was reviewed/modified at Board work session

# Condominium Declaration (cont.)

## Process (cont')

- ▣ HindmanSanchez informed us that we do not need county approval, we only need to file the final document with the county clerk.
- ▣ Voted on modifications at June 11 Board Meeting
- ▣ Sent to Hindman/Sanchez for final legal review and draft
- ▣ Presenting at the July General Meeting (today).
- ▣ Open discussion at September General Meeting

# Condominium Declaration (cont.)

## Process (cont')

### Voting

- 67% of the membership voting in the affirmative is required for change
- Ballots will be mailed after the September meeting
- After discussion at the September, 2017, General Membership Meeting, the final document in legislative format will be mailed out with a ballot.

# Condominium Declaration (cont.)

## Voting(cont')

- ▣ The ballot(s) will be returned in an envelope(s) marked **BALLOT**, which will in turn be placed in another stamped envelope addressed to CCOA with the return address of the voter. This will enable CCOA to track who has voted and who has not.
- ▣ The envelope(s) stamped **BALLOT** will be placed **unopened** in the locked voting box.
- ▣ Voting will remain open for 60 days starting the day the ballots are postmarked.

# Odds 'N Ends

- Policies Update
- Park Attendant Update
  - ▣ Ryan Patterson
  - ▣ Work Request Process
- Double-check Water Valves
- Backflow/Vacuum Valves
- Lodge Access



# Odds 'N Ends

- If you have not been receiving e-mails or other mail, please verify your address with the office.
- Please send payments to the PO Box designated on the statement.
- Please discard unwanted items or take them to various charitable organizations rather than leaving them in the Lodge for others to deal with... especially electronics.

# Committee Reports

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- Nominations
- Social
- Building/Grounds
- Architectural
- Finance

# Questions



# Comments



# Closing Comments

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- Voting Results
- Please return your voting cards to the basket by the door before you leave.
- Please recycle any unwanted paper in the box provided.