

Michigan Hill Home Owners Association
Quarterly Board Meeting
Jefferson Community Center
Jefferson, CO

November 2, 2024

Call to Order at 10:10

Attendance and determination of a quorum:

Board members present: Tom Settle, Bill Stone, Jerry DeVries, Mary Dudzinski

Board members absent: Carole Copeman

Owners Present: Steve Johnson, Larry McClymonds

Old Business

Officers Reports

Treasurer – Bill Stone

Operating Account balance - \$45,215.35

Reserve Account Balance - \$46,825.74

President – Tom Settle

VP & ACC – Carole Copeman

At Large (roads & pond) – Jerry DeVries

Secretary – Mary Dudzinski

Review draft of August 17, 2024, Board Meeting Minutes – Approved unanimously.

Treasurer – Bill Stone

Update on unpaid Dues – 47 owners have yet to pay their dues. The bookkeeper has not sent out reminder notices; this will be followed up on.

Budget Updates: Steve provided estimates for next summer road maintenance with \$22,000 for grading and culverts and \$15,000 for gravel. Bill will follow up on the snow removal contract and adjust the budget accordingly.

Tax Filing: With an annual income of under \$50,000, the HOA does not need to file federal income tax this year.

Bill found that QuickBooks is designed for small businesses, not HOAs with multiple lot owners. He found that we are not Bonded so we have some exposure if there is a problem (we are insured).

Bookkeeper Transition: Bill researched bookkeepers and found several options including Pay HOA and CSM; he recommends CSM. CSM (bonded and insured) specializes in HOAs like Michigan Hill HOA. For \$750 per month (or \$3.00 per lot), they will:

- Manage financial records
- Bill and collect dues
- Send late notices and collection letters
- Prepare and file tax return
- Process vendor invoices and issue payments
- Provide monthly financial reports to Board Members

- Present an annual budget
- Maintain owner database and communication records
- Respond to Title Companies

The CSM bookkeeper will handle financial management, communication and provide continuity of services for the HOA especially if the Board turns over frequently.

Bill will contact CSM for references of other mountain communities and confirm they can meet the HOAs needs. If satisfactory, the HOA will transition to CSM.

Secretary – Mary Dudzinski

Review Insurance issues – State Farm new agent: David 970-668-8866. Policy is correct and in place. The cost is \$2,066 per year, currently set for auto pay from TBK Bank at \$172.70 per month. There is an issue with the previous incorrect policy. State Farm is billing us \$2,239.03 for the incorrect policy that was written for the period of January 26, 2024, through April 21, 2024. David is interceding for us to get that removed.

State Farm can write a Bond.

Combing lots to lower property tax results in decreased dues to the HOA

Number of Owners with multiple lots: 34

Number already combined: 12

Once lots are combined (State taxes vacant land at 28%) they cannot be separated again.

The feeling is that the number of owners with multiple lots is low enough, there should not be a significant impact on income from dues collection.

Wood cutting website update: Larry thinks the Michigan Hill Face Book is where this should be posted.

A welcome letter is sent out to new owners when we get the address from the Title Company. Larry suggests sending some ACC information as well.

President – Tom Settle

Jefferson/Como Fire Department Burn Box: no news from the Fire Chef.

Larry reports that the current Fire Captain may let us do a burn pit again if the area is small. Tom will follow up by next meeting.

VP & ACC – Carole Copeman - absent

Scope of Work for roads & Bid process

Pond Improvements plans: Transplanting willows, level area by water, add culvert on North end of pond, diverting water so it doesn't wash out road

Report of road need review

ACC violation letters for fence infraction

Larry said the letter has not been sent. The Board need to give written notice that no ACC request was received. Once the ACC request is received, the application will be denied because the fence is not in compliance. Then the lot owner can request a meeting within 60 days. There is also a mechanism for imposing a \$500 fine.

Tom will write the letter and send it. Larry suggested contacting David Ferman for legal help with the letter.

Steve reported that the Dump Station was mowed. Mowing reduces the drifting across Michigan Hill Rd. Discussed possible snow fence on west side of road. Berming the accumulated snow is more effective and doesn't leave a fence to be maintained

At Large (roads & pond) – Jerry DeVries

Signs that needed to be moved: He will call 811 to locate any buried cables before new posts are placed.

Pond: Order more grass carp next year? Yes

Additionally, the cost of fish has gone up, but the fish budget has been stagnant for years. He asked for an additional \$500 for fish, and the Board approved unanimously.

Status of weeds – Steve has applied Milestone again; it is working well. Industrial vinegar solutions did not work.

The Pond inlet and weir gate need some work. Get permission from Brent (the landowner) to drive a mini excavator to the site (this work can't be done by hand).

Roads: Steve – this year the roads were graded when there was moisture, so holding up well.

He suggests focusing on one road at a time. The three roads that get the most use are Georgia Pass Lookout, Michigan Hill Road, and Glacier Peak View.

The roads are losing about 1 inch a year. Try a test area with recycled asphalt on one of these roads (a flat section of Glacier Peak View, or the south end of Georgia Pass Lookout).

Culverts: Need to be inspected, and repairs made where needed. There are funds in the budget.

Culvert that was blocked when the installation of a driveway on Glacier Peak View still needs to be fixed. A new culver will cost ~\$10,000 (just the pipe is \$2,000-\$3,000). There is a "fiber line" in that road, so need to call 811 first.

Ditches: Will ask owners to maintain their own ditches. If they don't the HOA will need to find a contractor with "Bush Hog" to do that.

New Business

3-5 year budget projections: If we engage CSM as our bookkeeper, they will help with this.

Adjourned: 11:50