

An electronic copy of the VEH Board agenda and supporting documents are available under the documents tab at:  
<https://villageatelkhills.com>

## **VILLAGE AT ELK HILLS HOA #1 BOARD MEETING SCHEDULED AGENDA**

**November 04, 2020 4:00 PM**

**Zoom: Meeting ID: 843 330 609 Passcode: 272316**

- A. Call to Order—John Nugent**
- B. Consideration for Removal of Officer(s) (Bylaws 5.4 page 17)**
- C. Approval of Minutes/Interim Items**
  - 1. October 07, 2020 Meeting Minutes
- D. Treasurer Report**
  - a. September 2020 financial statement
  - b. Resolution on HOA dues increase effective 01/01/21
  - c. 2021 Budget
- E. Scheduled Items to be Heard by Board (Bylaws 4.8 page 15)**
  - a. Landscape Report-Terri Goldich
  - b. Numbers Next To Garages.
- F. Member requests to address the Board (Bylaws 4.8 page 14)**
- G. Adjournment: Next Regular Meeting Date – Wednesday, December 02, 2020**

**Notes:**

The meeting will be held by Zoom technology:

**Join Zoom Meeting**

<https://us02web.zoom.us/j/843330609>

**Meeting ID: 843 330 609 Passcode:272316**

**+1 253 215 8782 US (Tacoma)**

**Meeting ID: 843 330 609 Passcode:272316**

The Village at Elk Hills (VEH) HOA #1 governing documents: 1. Articles of Incorporation 2. VEH Declaration of Unit Ownership, 3. VEH Declaration of Restrictions and 4. VEH Bylaws governing documents can be found, reviewed and downloaded, under the Document tab on the VEH website: <https://villageatelkhills.com>

**Village at Elk Hills HOA #1 Board of Directors**

Claudia Christensen, Secretary/Treasurer- term expires 2021

Terri Goldich- term expires 2021

John Nugent, President- term expires 2022

Sheryll Rainey- term expires 2022

Bob Worthington, Vice President-term expires 2022

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**The Village at Elk Hills  
HOA 1 Board Meeting  
Wednesday, October 7, 2020, 4PM  
Meeting held via ZOOM**

**Board members present:** John Nugent, Claudia Christensen, Sheryll Rainey, Bob Worthington.

**Board member absent:** Terri Goldich

**Non board members present:** Nancy Larum

**A.** Call to order by John Nugent at 4:01 PM

**B.** There was a point of clarification on the process for resignation and removal of board officers. This information can be found in the Bylaws (5.4 page 17). The Bylaws can be accessed on the website [villageatelkhills.com](http://villageatelkhills.com)

**C. Approval of minutes/Interim Items**

1. The September 3, 2020 board meeting minutes were approved as written.
2. The insulation in the attic above 5110 #7, which was damaged due to moisture from a dryer vent has been removed and replaced by Gatewest. The Board approves this repair.
3. The damaged and unsafe sidewalk in front of 5106 has been repaired. The Board approves emergency repairs totaling \$1025 to Pro Sweep.
4. A motion was made and seconded to renew Nature's Best contract for the coming year for grounds maintenance and snow removal.

**D. Treasurer Report:**

- a. The August 2020 financial statement was reviewed. There were no questions or comments.
- b. There was discussion of developing a budget for 2021. It was decided to table the discussion until the November meeting.

**E. Scheduled Items to be Heard by Board**

- a. Landscape: No report.
- b. There was discussion of replacement and repositioning of building/unit/garage numbers. Gatewest provided a quote of \$319.89 for non-reflective numbers. It was decided to request a quote for reflective numbers, since these will be easier to see in the dark. There was discussion as to how to number the separate garages and mail kiosk. No final decision was made.
- c. It has come to the attention of the Board that some of the VEH Governing Documents are contradictory, conflicting, and inconsistent. An effort is being made to clarify to the owners what parts of the units are the HOA's responsibility and what are the owner's. As the overriding VEH Governing Document, the VEH Declaration of Unit Ownership (the Condominium Plan) takes precedence over all the others, a Resolution (#001-2020) regarding windows and doors, is reviewed, discussed, and approved.
- d. As above, a Resolution (#002-2020) regarding Water Intrusion Damage, is reviewed, discussed, and approved
- e. The Board heard discussion by an owner regarding broken seals on windows, causing fogging between the panes. Lengthy discussion ensued. The owner is asked to review the VEH

Declaration of Unit Ownership, which clarifies responsibility for doors and windows within a perimeter wall.

f. There was discussion of whether to issue fines for owners who install 2nd floor flooring without Board approval as to the soundproofing quality. It was decided that this issue should be between the upper and lower occupants or buyers/sellers, and that fines should not be imposed by the HOA or Board.

g. In light of the fact that VEH Governing Documents can be confusing/conflicting, there was discussion as to whether a committee should be formed to recommend changes/amendments. As this would require expense, legal assistance, and approval by at least 60% of the membership, there will not be an effort to rewrite or clarify the entirety of the documents at this time.

**F.** Owners are welcome and encouraged to attend Board meetings. The process for owners/members to address the Board or participate in discussions or deliberations can be found in the Bylaws on the VEH website (4.8 page 14) [villageatkhills.com](http://villageatkhills.com)

**G.** The meeting was adjourned at 4:50 PM. Next regular meeting date- Wednesday, November 4, 2020.

Respectfully submitted,  
Claudia Christensen/Sec.  
October 9, 2020

Village at Elk Hills Association  
Income & Expense Statement  
For the Nine Months Ending September 30, 2020

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Revenues				
Monthly Dues	10,655.00	10,350.00	95,205.00	93,150.00
LATE FEES	5.00	8.33	117.50	74.97
Total Revenues	<u>10,660.00</u>	<u>10,358.33</u>	<u>95,322.50</u>	<u>93,224.97</u>
Expenses				
Management Fee	810.00	810.00	7,290.00	7,290.00
Accounting	0.00	0.00	100.00	100.00
Bank Charges	0.00	0.83	0.00	7.47
Legal Fees	0.00	8.33	0.00	74.97
Office / Postage	99.00	25.00	290.32	225.00
Licenses	0.00	0.00	25.00	25.00
Insurance	1,439.00	1,458.33	13,511.00	13,124.97
Power	138.80	250.00	1,549.48	2,250.00
Professional Fee	0.00	41.67	0.00	375.03
Water-Domestic	913.34	875.00	7,778.53	7,875.00
Water-Irrigation	1,740.94	1,525.00	3,419.75	7,300.00
Sewer	0.00	0.00	6,202.18	7,000.00
Plumbing Repair	19.00	166.67	816.50	1,500.03
Electrical Repair	0.00	125.00	0.00	1,125.00
Maintenance	146.51	416.67	3,610.25	3,750.03
Asphalt Maintenance	0.00	83.33	0.00	749.97
Building Repair	0.00	1,666.67	2,400.10	15,000.03
Painting	0.00	166.67	3,702.50	1,500.03
Snow Removal	0.00	0.00	3,441.93	8,000.00
Supplies-Maintenance	0.00	75.00	425.56	675.00
Yard Care/Improvement	5,860.58	2,300.00	14,571.77	14,500.00
Total Expenses	<u>11,167.17</u>	<u>9,994.17</u>	<u>69,134.87</u>	<u>92,447.53</u>
Net Income	\$ <u>(507.17)</u>	\$ <u>364.16</u>	\$ <u>26,187.63</u>	\$ <u>777.44</u>

Village at Elk Hills Association  
Balance Sheet  
September 30, 2020

## ASSETS

Current Assets		
Cash in Checking	\$ 31,504.22	
Cash in Reserve	52,528.69	
	<hr/>	
Total Current Assets		84,032.91
Property and Equipment		
	<hr/>	
Total Property and Equipment		0.00
Other Assets		
	<hr/>	
Total Other Assets		0.00
		<hr/>
Total Assets	\$	<u>84,032.91</u>

**THE VILLAGE AT ELK HILLS CONDO HOMEOWNERS ASSOCIATION**  
**RESOLUTION # 003-2020—HOA Dues Increase**

**WHEREAS:** The Village At Elk Hills (VEH) has Covenants, Conditions and Restrictions (CC&R's) hereafter referred to as the Governing Documents, consisting of 1. Articles of Incorporation, 2. VEH Declaration of Unit Ownership (the Condominium Plan), 3. VEH Declaration of Restrictions, and 4. VEH Bylaws: and

**WHEREAS:** the VEH Declaration of Restrictions states "Each Owner by acceptance of the deed to the Owner's Condominium is deemed to covenant and agrees to pay the Association regular, special and individual assessments, which shall be deemed common expenses pursuant to the Montana Unit Ownership Act, as well as all other charges duly levied by the Association pursuant to the provisions of this Declaration." (Article 4.1 Page 8), and

**WHEREAS:** the VEH HOA Board is charged in the VEH Declaration of Restrictions to establish Regular Assessments to Owners." (Article 4.3 Page 9), and

**WHEREAS:** the VEH HOA Board has determined that the existing VEH HOA Regular Assessments, last increased on February 01, 2019, are no longer adequate to provide a "reasonable provision for contingencies, replacements and reserves" (VEH Declaration of Restrictions Article 4.3 Page 9), and

**WHEREAS:** the VEH HOA Board has the authority to impose a regular assessment per Unit that is not greater than twenty percent (20%) of the regular assessment for the preceding fiscal year (VEH Declaration of Restrictions Article 4.9 Page 10),

**NOW THEREFORE,** The Village At Elk Hills (VEH) Home Owners Association Board of Directors (BOD) tasked with the responsibility to implement the VEH Governing Documents,

**HEREBY AFFIRMS AND RESOLVES** that effective January 01, 2021 the amount of the Regular Assessments to Owners will increase to \$275.00 per month.

This resolution was brought by \_\_\_\_\_, seconded by \_\_\_\_\_ and was adopted at the November 04, 2020 Village at Elk Hills HOA #1 Board Meeting by

Dated \_\_\_\_\_ November 2020.

By: \_\_\_\_\_  
HOA Secretary/ Treasurer

By: \_\_\_\_\_  
HOA President

**Village at Elk Hills Association**  
Budget Comparison

**Budget Year Jan 1 - Dec 31, 2021**

	2018 Actual	2019 Actual	2020 Budget	2020 Actual through September	2021 Budget
Revenues					
Monthly Dues	\$112,740.05	\$117,145.00	<b>\$125,550.00</b>	\$95,205.00	
LATE FEES	\$325.00	\$40.00	<b>\$100.00</b>	\$117.50	
Interest Income- CDs	\$0.00	\$0.00		\$0.00	
Lawsuit Related		\$46,228.69			
Miscellaneous Income	\$430.00	\$0.00		\$0.00	
<b>Total Revenues</b>	<b>\$113,495.05</b>	<b>\$163,413.69</b>	<b>\$125,650.00</b>	<b>\$95,322.50</b>	<b>\$0.00</b>
Expenses					
Annual Meeting Expense	\$0.00	\$0.00	<b>\$0.00</b>	\$0.00	<b>\$0.00</b>
Management Fee	\$8,640.00	\$8,640.00	<b>\$9,720.00</b>	\$7,290.00	
Accounting	\$100.00	\$100.00	<b>\$100.00</b>	\$100.00	
Bank Charges	\$2.00	\$4.00	<b>\$10.00</b>	\$0.00	
Legal	\$0.00	\$0.00	<b>\$100.00</b>	\$0.00	
Office / Postage	\$168.00	\$304.64	<b>\$300.00</b>	\$290.32	
Window/Building Washing	\$3,200.00	\$3,260.00	<b>\$0.00</b>	\$0.00	<b>\$0.00</b>
Licenses/Memberships	\$20.00	\$25.00	<b>\$25.00</b>	\$25.00	
Insurance	\$15,917.00	\$17,090.00	<b>\$17,500.00</b>	\$13,511.00	
Power	\$3,857.00	\$2,688.17	<b>\$3,000.00</b>	\$1,549.48	
Professional Fee	\$240.00	\$3,067.50	<b>\$500.00</b>	\$0.00	
Water-Domestic	\$10,352.42	\$10,168.24	<b>\$10,500.00</b>	\$7,778.53	
Water-Irrigation	\$9,247.95	\$7,016.80	<b>\$8,500.00</b>	\$3,419.75	
Sewer	\$6,607.18	\$6,607.18	<b>\$7,000.00</b>	\$6,202.18	
Electrical Repair	\$4,690.43	\$1,594.50	<b>\$1,500.00</b>	\$0.00	
Plumbing Repair	\$497.50	\$3,536.00	<b>\$2,000.00</b>	\$816.50	
Maintenance	\$6,671.93	\$5,359.52	<b>\$5,000.00</b>	\$3,610.25	
Building Repair	\$13,201.25	\$22,686.00	<b>\$20,000.00</b>	\$2,400.10	
Heating Repair			<b>\$0.00</b>	\$0.00	<b>\$0.00</b>
Painting			<b>\$2,000.00</b>	\$3,702.50	
Snow Removal	\$11,668.69	\$23,743.10	<b>\$15,000.00</b>	\$3,441.93	
Supplies-Maintenance	\$716.66	\$726.22	<b>\$900.00</b>	\$425.56	
Yard Care/Improvement	\$14,479.25	\$16,606.90	<b>\$14,500.00</b>	\$14,571.77	
Asphalt Maintenance		\$11,737.50	<b>\$1,000.00</b>	\$0.00	
Lawsuit Repairs		\$2,360.00	<b>\$0.00</b>	\$0.00	<b>\$0.00</b>
<b>Total Expenses</b>	<b>\$110,277.26</b>	<b>\$147,321.27</b>	<b>\$119,155.00</b>	<b>\$69,134.87</b>	<b>\$0.00</b>
<b>Net</b>	<b>\$3,217.79</b>	<b>\$17,092.42</b>	<b>\$6,495.00</b>	<b>\$26,187.63</b>	