



villageatelhills.com

## Village at Elk Hills HOA1

### Agenda

February 1, 2023 5:30pm-6:30pm

### Agenda

#### Join Zoom Meeting

<https://us02web.zoom.us/j/85781700651?pwd=N203NzV2TlY3aE1mQzJsekxvU0JlVQT09>

Meeting ID: 857 8170 0651

Passcode: 482769

To call in on any phone in Missoula: call (253) 2158782, enter meeting ID 85781700651# and passcode 482769#

#### Board attending:

#### Public attending:

A. Call to Order -

B. December 2022 Budget review – Questions:

Motion to accept: Second:

C. January 2023 Minutes – Questions:

Motion to accept: Second:

D. President's Reports:

1. The December 2022 budget report is attached. Board members are asked to review the fiscal year end report and make recommendations for the 2023 budget to be reviewed, finalized, and voted on at this meeting. Given the possible length of this discussion, it is anticipated that this will be the only item for this meeting.

E. Public Forum

F. Adjournment

Gatewest Management: 406.728.7333 PO Box 8599 Missoula, MT 59807

### Village at Elk Hills Association Income & Expense Statement For the Twelve Months Ending December 31, 2022

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	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
<b>Revenues</b>				
Monthly Dues	13,710.00	11,250.00	144,225.00	135,000.00
ATE FEES	0.00	0.00	120.00	0.00
Miscellaneous Income	0.00	0.00	300.00	0.00
<b>Total Revenues</b>	<b>13,710.00</b>	<b>11,250.00</b>	<b>144,645.00</b>	<b>135,000.00</b>
<b>Expenses</b>				
Meeting Expense	15.55	15.87	155.50	190.00
Management Fee	900.00	900.00	10,350.00	10,800.00
Accounting	0.00	0.00	130.00	150.00
Bank Charges	0.00	0.00	4.00	0.00
Legal Fees	0.00	20.87	0.00	250.00
Office / Postage	0.00	50.00	317.44	600.00
Membership/Subscription	0.00	0.00	79.33	25.00
Insurance	1,714.00	1,583.37	20,729.00	19,000.00
Power	213.86	166.63	1,963.10	2,000.00
Professional Fee	0.00	20.87	0.00	250.00
Water-Residential	1,634.46	1,000.00	9,794.36	12,000.00
Water-Irrigation	0.00	0.00	3,934.60	8,000.00
Sewer	1,200.74	541.63	7,147.55	6,500.00
Garbage	0.00	0.00	64.15	0.00
Plumbing Repair	239.00	125.00	564.00	1,500.00
Electrical Repair	0.00	83.37	898.50	1,000.00
Maintenance	257.75	416.63	5,081.42	5,000.00
Roof Repair	0.00	0.00	61,715.00	0.00
Building Repair	0.00	416.63	(9,527.20)	5,000.00
Painting	0.00	83.37	312.00	1,000.00
Snow Removal	3,323.00	2,000.00	12,774.20	8,000.00
Supplies-Maintenance	107.95	41.63	719.67	500.00
Land Care/Improvement	0.00	0.00	19,883.53	22,500.00
<b>Total Expenses</b>	<b>9,606.31</b>	<b>7,465.87</b>	<b>147,090.15</b>	<b>104,265.00</b>
<b>Net Income</b>	<b>\$ 4,103.69</b>	<b>\$ 3,784.13</b>	<b>\$ (2,445.15)</b>	<b>\$ 30,735.00</b>

GATEWEST PROPERTY MANAGEMENT

Village at Elk Hills Association  
Balance Sheet  
December 31, 2022

Page: 1

ASSETS		
Current Assets		
Cash in Checking	\$ 105,241.13	
Cash in Reserve	23,381.77	
Roof Fund	<u>1,687.50</u>	
Total Current Assets		130,310.40
Property and Equipment		
Total Property and Equipment		<u>0.00</u>
Other Assets		
Total Other Assets		<u>0.00</u>
Total Assets	\$	<u><u>130,310.40</u></u>

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Village at Elk Hills Association  
General Journal

Page

Date	Account ID	Reference	Trans Description	Debit Amt	Credit Amt	Job ID
12/1/22	1120		Checking transfer to reserv		1,462.50	
	1122		checking transfer to Cash i	1,125.00		
	1123		checking transfer to Roof F	<u>337.50</u>		
		Total		<u><u>1,462.50</u></u>	<u><u>1,462.50</u></u>	

1/13/23 at 11:05:52.71

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## Village at Elk Hills Association

## General Ledger Expenses

For the Period From Dec 1, 2022 to Dec 31, 2022

Filter Criteria includes: 1) IDs from 5000 to 5830. Report order is by ID. Report is printed with shortened descriptions and in Detail Format.

Account ID Account Description	Date	Reference	Jrnl	Trans Description	Debit Amt	Credit Amt	Balance
5000 Meeting Expense	12/1/22			Beginning Balance			139.95
	12/20/22	003388	CDJ	Terri Goldich - Invoice: ZOOM I	15.55		15.55
	12/31/22			Current Period Change Ending Balance	15.55		155.50
5010 Management Fee	12/1/22			Beginning Balance			9,450.00
	12/20/22	003386	CDJ	Gatewest - Invoice: VEH 12/20/22	900.00		
	12/31/22			Current Period Change Ending Balance	900.00		10,350.00
5050 Accounting	12/1/22			Beginning Balance			130.00
	12/31/22			Ending Balance			130.00
5100 Bank Charges	12/1/22			Beginning Balance			4.00
	12/31/22			Ending Balance			4.00
5160 Office / Postage	12/1/22			Beginning Balance			317.44
	12/31/22			Ending Balance			317.44
5275 Membership/Subscription	12/1/22			Beginning Balance			79.33
	12/31/22			Ending Balance			79.33
5450 Insurance	12/1/22			Beginning Balance			19,015.00
	12/23/22	003390	CDJ	Berkley North Pacific - Invoice: 2	1,714.00		
	12/31/22			Current Period Change Ending Balance	1,714.00		20,729.00
5500 Power	12/1/22			Beginning Balance			1,749.24
	12/8/22	003384	CDJ	North Western Energy - Invoice:	11.56		
	12/8/22	003384	CDJ	North Western Energy - Invoice:	100.35		
	12/8/22	003384	CDJ	North Western Energy - Invoice:	20.80		
	12/8/22	003384	CDJ	North Western Energy - Invoice:	59.19		
	12/8/22	003384	CDJ	North Western Energy - Invoice:	21.96		
	12/31/22			Current Period Change Ending Balance	213.86		1,963.10
5550 Water-Domestic	12/1/22			Beginning Balance			8,159.90
	12/8/22	003383	CDJ	City of Missoula - Invoice: 11379	114.17		
	12/8/22	003383	CDJ	City of Missoula - Invoice: 07020	126.05		
	12/8/22	003383	CDJ	City of Missoula - Invoice: 07042	162.95		
	12/8/22	003383	CDJ	City of Missoula - Invoice: 07041	168.89		
	12/8/22	003383	CDJ	City of Missoula - Invoice: 07042	114.17		
	12/8/22	003383	CDJ	City of Missoula - Invoice: 07042	116.15		
	12/29/22	003392	CDJ	City of Missoula - Invoice: 11379	116.15		
	12/29/22	003392	CDJ	City of Missoula - Invoice: 07042	168.89		
	12/29/22	003392	CDJ	City of Missoula - Invoice: 07041	180.77		
	12/29/22	003392	CDJ	City of Missoula - Invoice: 07042	118.13		
	12/29/22	003392	CDJ	City of Missoula - Invoice: 07042	122.09		
	12/29/22	003392	CDJ	City of Missoula - Invoice: 07020	126.05		
	12/31/22			Current Period Change Ending Balance	1,634.46		1,634.46
5551 Water-Irrigation	12/1/22			Beginning Balance			3,934.60
	12/31/22			Ending Balance			3,934.60

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## Village at Elk Hills Association

## General Ledger Expenses

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Account ID Account Description	Date	Reference	Jrnl	Trans Description	Debit Amt	Credit Amt	Balance
5600 Sewer	12/1/22			Beginning Balance			5,946.81
	12/8/22	003383	CDJ	City of Missoula - Invoice: 07041	106.68		
	12/8/22	003383	CDJ	City of Missoula - Invoice: 07042	110.16		
	12/8/22	003383	CDJ	City of Missoula - Invoice: 11379	80.54		
	12/8/22	003383	CDJ	City of Missoula - Invoice: 07042	93.23		
	12/8/22	003383	CDJ	City of Missoula - Invoice: 07042	104.98		
	12/8/22	003383	CDJ	City of Missoula - Invoice: 07020	104.78		
	12/29/22	003392	CDJ	City of Missoula - Invoice: 07042	104.98		
	12/29/22	003392	CDJ	City of Missoula - Invoice: 07020	104.78		
	12/29/22	003392	CDJ	City of Missoula - Invoice: 07042	110.16		
	12/29/22	003392	CDJ	City of Missoula - Invoice: 07042	93.23		
	12/29/22	003392	CDJ	City of Missoula - Invoice: 11379	80.54		
	12/29/22	003392	CDJ	City of Missoula - Invoice: 07041	106.68		
	12/31/22			Current Period Change Ending Balance	1,200.74		1,200.74
5650 Garbage	12/1/22			Beginning Balance			64.15
	12/31/22			Ending Balance			64.15
5710 Plumbing Repair	12/1/22			Beginning Balance			325.00
	12/20/22	003389	CDJ	Standard Drain Cleaning - Invoic	239.00		
	12/31/22			Current Period Change Ending Balance	239.00		564.00
5720 Electrical Repair	12/1/22			Beginning Balance			898.50
	12/31/22			Ending Balance			898.50
5725 Maintenance	12/1/22			Beginning Balance			4,823.67
	12/20/22	003386	CDJ	Gatewest - Invoice: 11/30/22 ma	36.00		
	12/20/22	003386	CDJ	Gatewest - Invoice: 11/15/22 ma	126.75		
	12/29/22	003391	CDJ	Gatewest - 5106 7 Pastrone	35.00		
	12/29/22	003391	CDJ	Gatewest - 5106 4 Morrison	12.00		
	12/29/22	003391	CDJ	Gatewest - 5106 5 Greiner	48.00		
	12/31/22			Current Period Change Ending Balance	257.75		5,081.42
5755 Roof Repair	12/1/22			Beginning Balance			61,715.00
	12/31/22			Ending Balance			61,715.00
5760 Building Repair	12/1/22			Beginning Balance			-9,527.20
	12/31/22			Ending Balance			-9,527.20
5775 Painting	12/1/22			Beginning Balance			312.00
	12/31/22			Ending Balance			312.00
5795 Snow Removal	12/1/22			Beginning Balance			9,451.20
	12/8/22	003385	CDJ	Nature's Best, Inc. - Invoice: 694	3,308.00		
	12/20/22	003386	CDJ	Gatewest - Invoice: 11/30/22 ma	15.00		
	12/31/22			Current Period Change Ending Balance	3,323.00		3,323.00
5810 Supplies-Maintenance	12/1/22			Beginning Balance			611.72
	12/20/22	003387	CDJ	Ace Hardware - Invoice: 237214	19.99		

1/13/23 at 11:05:52.88

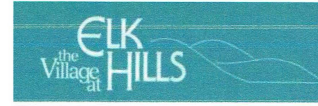
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Village at Elk Hills Association  
General Ledger Expenses

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Account ID Account Description	Date	Reference	Jrnl	Trans Description	Debit Amt	Credit Amt	Balance
	12/29/22	003393	CDJ	Terri Goldich - Invoice: Ace 237	87.96		107.95
	12/31/22			Current Period Change	107.95		719.67
				Ending Balance			
5830	12/1/22			Beginning Balance			19,883.53
Yard Care/Improvement	12/31/22			Ending Balance			19,883.53



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Village at Elk Hills HOA1

Meeting of the Board

Minutes

January 4, 2023 5:30pm-6:30pm

Minutes

Board attending: J. Gandenberger, C. Christensen, T. Goldich, B. Baker

Public attending: None

A. Call to Order: 5:30pm

B. October 2022 Budget review – Questions: None

Motion to accept: CC Second: JC

C. November 2022 Budget review – Questions: TG has several questions which will be directed to Gatewest. No questions from other board members.

Motion to accept: JC Second: CC

D. November 2022 Minutes – Questions: None

Motion to accept: JC Second: CC

E. President's Reports:

1. TG suggests that our HOA become members of the HOA Leader online community group, which provides practical advice for HOA and condo leadership on legal issues, finances, conflict resolution, and many more issues. The home page is [hoaleader.com](https://www.hoaleader.com) with a description of membership benefits and costs at <https://www.hoaleader.com/details.cfm>. Annual membership is \$119 per year for an HOA representative with the ability to add up to 9 board members for free. Board members are asked to review the site. A vote will be called to approve this expenditure after discussion – *Board approved this expenditure unanimously. TG will apply and submit invoice for reimbursement.*
2. There is another vehicle in the main parking lot that has not moved in months. It is a white van with MT license 4-73359C. Information has been provided to Gatewest to have the van tagged and towed – *The van was tagged on Jan. 4, 2023 and was moved the next day.*
3. Other business:

Gatewest Management: 406.728.7333 PO Box 8599 Missoula, MT 59807



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- a. *A letter went to some owners about the removal of snow and ice from decks. TG will follow up with Gatewest to ask if all owners received the letter, and if not, will ask that all owners be contacted. Owners of front and back decks must keep both clear.*
- b. *A theft of a propane tank occurred from a porch on January 3, 2023. Owners are reminded to keep doors locked and if a theft occurs, please report the incident to the police. Get an incident number and report that to a board member. The board is keeping information about incidents to inform a potential decision to install surveillance equipment. Owners of ground-floor units may want to consider adding video doorbells.*

F. Meetings for 2023:

February 1  
March 1  
April 5  
May 3 with Annual Meeting  
June 7  
July 5  
August 2  
September 6  
October 4  
November 1  
December 6

G. Public Forum - None

H. Adjournment – 5:55pm