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## **Village at Elk Hills HOA1**

### **Agenda**

**May 3, 2023 5:30pm-6:30pm**

#### **Agenda**

##### **Join Zoom Meeting**

<https://us02web.zoom.us/j/85781700651?pwd=N203NzV2TIY3aE1mQzJsekxvU0JVQT09>

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. March 2023 Budget review – Questions:

Motion to accept:      Second:

C. April 2023 Minutes review - Questions:

Motion to accept:      Second:

D. President's Reports:

1. Parking is already becoming tight so residents are reminded about the parking regulations in our governing documents:

a. Our first parking place is inside our garages (Article 5.3.13). We must park one vehicle inside and our second vehicle either behind or beside our garage if possible. If not possible, the second vehicle may be parked in one of the lots. Please remember that about 1/3 of our residents cannot park behind our garages and are entitled to spaces in the lots.

b. We may keep **ONLY TWO** vehicles on this property (Article 5.3.13), and they must be registered and in good working order. So additional motorcycles, recreational vehicles, etc., must be stored off-site. Vehicles may



not be worked on or stored on the property. For full information about vehicle restrictions, please go to <https://villageatelkhills.com/wp-content/uploads/2021/02/parking-resolution-feb-3-2021.docx>.

2. About landscaping:

a. We have a landscape company coming to do the spring clean-up. If residents prefer not to wait, please dispose of the yard waste responsibly. This means that throwing leaves, etc., into Moose Can Gulley is **not allowed**. Not only is the Gulley not our property, this creates a fire hazard.

b. Please refrain from trimming or removing any of the property's landscaping.

c. We will have professionals from the county attend to the Wildlife Corridor at some point so please don't walk around in it. There are plant species that need to be protected, along with ground-nesting birds and other small animals. Also, please do not use any herbicides containing glyphosate if you're gardening in any of the common areas around our property.

3. If you use Republic Services for garbage, please remember to place your bins at least 3 ft. away from the building.

4. Our HOA needs to go shopping for insurance to avoid a 21% increase in our premium. One of the questions is whether the association regulates outside grills, which we don't except for some mentions of storing flammable or explosive chemicals and other materials. A distance of 10ft. from a building has been suggested for the use of outdoor grills. Fire codes for the county will be checked for local regulations.

5. The Board would like to move to a bimonthly calendar for the remainder of 2023 which would mean that the meetings will be held in July, September, and November.

6. The annual meeting must be held in May so the date, time, and place needs to be set at this meeting.

7. The roles and responsibilities for the Board will be clearly defined and reallocated as necessary.

8. Residents are asked to use the contact form on the website at <https://villageatelkhills.com/contact-us/> to submit questions and complaints.



[villageatelkhills.com](http://villageatelkhills.com)

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F. Public Forum

G. Adjournment



Village at Elk Hills Association  
Income & Expense Statement  
For the Three Months Ending March 31, 2023

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Revenues				
Monthly Dues	14,530.00	11,250.00	38,310.00	33,750.00
LATE FEES	20.00	0.00	50.00	0.00
Total Revenues	14,550.00	11,250.00	38,360.00	33,750.00
Expenses				
Meeting Expense	15.55	12.96	46.65	38.88
Management Fee	900.00	900.00	2,700.00	2,700.00
Accounting	130.00	150.00	130.00	150.00
Legal Fees	0.00	208.33	2,381.50	624.99
Office / Postage	0.00	41.67	0.00	125.01
Membership/Subscription	25.00	16.67	25.00	50.01
Insurance	1,714.00	1,750.00	5,142.00	5,250.00
Power	226.90	166.67	701.41	500.01
Water-Domestic	857.14	833.33	1,699.96	2,499.99
Sewer	655.95	625.00	1,276.68	1,875.00
Plumbing Repair	0.00	83.33	0.00	249.99
Electrical Repair	0.00	83.33	100.00	249.99
Maintenance	167.00	500.00	507.75	1,500.00
Roof Repair	0.00	5,000.00	0.00	15,000.00
Building Repair	0.00	166.67	0.00	500.01
Painting	0.00	41.67	0.00	125.01
Snow Removal	1,836.00	0.00	9,683.80	4,500.00
Supplies-Maintenance	0.00	70.83	11.37	212.49
Yard Care/Improvement	1,170.00	1,666.67	1,170.00	5,000.01
Total Expenses	7,697.54	12,317.13	25,576.12	41,151.39
Net Income	\$ 6,852.46	\$ (1,067.13)	\$ 12,783.88	\$ (7,401.39)



**Village at Elk Hills Association  
General Journal**

Date	Account ID	Reference	Trans Description	Debit Amt	Credit Amt	Job ID
3/1/23	1120	transfers	Checking transfer to reserv		1,462.50	
	1122		checking transfer to Cash i	1,125.00		
	1123		checking transfer to Roof F	337.50		
		Total		<u>1,462.50</u>	<u>1,462.50</u>	

Village at Elk Hills Association  
General Ledger Expenses  
For the Period From Mar 1, 2023 to Mar 31, 2023

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	3/1/23			Beginning Balance			
	3/20/23	003413	CDJ	Terri Goldich - Invoice: ZOOM I	15.55		31.10
	3/31/23			Current Period Change	15.55		15.55
				Ending Balance			46.65
5010 Management Fee	3/1/23			Beginning Balance			
	3/20/23	003412	CDJ	Gatewest - Invoice: VEH 3/2023	900.00		1,800.00
	3/31/23			Current Period Change	900.00		900.00
				Ending Balance			2,700.00
5050 Accounting	3/1/23			Beginning Balance			
	3/10/23	003410	CDJ	McNay & Messick, CPA's PC - I	130.00		
	3/31/23			Current Period Change	130.00		130.00
				Ending Balance			130.00
5150 Legal Fees	3/1/23			Beginning Balance			
	3/31/23			Ending Balance			2,381.50
							2,381.50
5275 Membership/Subscription	3/1/23			Beginning Balance			
	3/20/23	003412	CDJ	Gatewest - Invoice: BEAR 2023	25.00		
	3/31/23			Current Period Change	25.00		25.00
				Ending Balance			25.00
5450 Insurance	3/1/23			Beginning Balance			
	3/24/23	003414	CDJ	Berkley North Pacific - Invoice: 2	1,714.00		3,428.00
	3/31/23			Current Period Change	1,714.00		1,714.00
				Ending Balance			5,142.00
5500 Power	3/1/23			Beginning Balance			
	3/10/23	003409	CDJ	North Western Energy - Invoice:	11.81		474.51
	3/10/23	003409	CDJ	North Western Energy - Invoice:	22.99		
	3/10/23	003409	CDJ	North Western Energy - Invoice:	63.82		
	3/10/23	003409	CDJ	North Western Energy - Invoice:	21.15		
	3/10/23	003409	CDJ	North Western Energy - Invoice:	107.13		
	3/31/23			Current Period Change	226.90		226.90
				Ending Balance			701.41
5550 Water-Domestic	3/1/23			Beginning Balance			
	3/10/23	003408	CDJ	City of Missoula - Invoice: 07042	119.89		842.82
	3/10/23	003408	CDJ	City of Missoula - Invoice: 07042	134.45		
	3/10/23	003408	CDJ	City of Missoula - Invoice: 11379	113.65		
	3/10/23	003408	CDJ	City of Missoula - Invoice: 07042	181.51		
	3/10/23	003408	CDJ	City of Missoula - Invoice: 07020	124.05		
	3/10/23	003408	CDJ	City of Missoula - Invoice: 07041	183.59		
	3/31/23			Current Period Change	857.14		857.14
				Ending Balance			1,699.96
5600 Sewer	3/1/23			Beginning Balance			
	3/10/23	003408	CDJ	City of Missoula - Invoice: 07041	116.56		620.73
	3/10/23	003408	CDJ	City of Missoula - Invoice: 07042	114.66		
	3/10/23	003408	CDJ	City of Missoula - Invoice: 11379	87.99		
	3/10/23	003408	CDJ	City of Missoula - Invoice: 07020	114.43		
	3/10/23	003408	CDJ	City of Missoula - Invoice: 07042	101.86		
	3/10/23	003408	CDJ	City of Missoula - Invoice: 07042	120.45		
	3/31/23			Current Period Change	655.95		655.95
				Ending Balance			1,276.68
5720	3/1/23			Beginning Balance			
							100.00



Village at Elk Hills Association  
General Ledger Expenses

For the Period From Mar 1, 2023 to Mar 31, 2023

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
Electrical Repair	3/31/23			Ending Balance			100.00
5725 Maintenance	3/1/23			Beginning Balance			340.75
	3/20/23	003412	CDJ	Gatewest - Invoice: 2/28/23 mai	94.00		
	3/20/23	003412	CDJ	Gatewest - Invoice: 2/15/23 mai	73.00		
	3/31/23			Current Period Change	167.00		167.00
				Ending Balance			507.75
5795 Snow Removal	3/1/23			Beginning Balance			7,847.80
	3/10/23	003411	CDJ	Nature's Best, Inc. - Invoice: 761	1,836.00		
	3/31/23			Current Period Change	1,836.00		1,836.00
				Ending Balance			9,683.80
5810 Supplies-Maintenance	3/1/23			Beginning Balance			11.37
	3/31/23			Ending Balance			11.37
5830 Yard Care/Improvement	3/1/23			Beginning Balance			
	3/31/23	003415	CDJ	Will Zimmerman - Invoice: 3/21/	1,170.00		
	3/31/23			Current Period Change	1,170.00		
				Ending Balance			1,170.00
							1,170.00

HOA 2  
request to  
remove 4/24/2023





**Big Old Tree Company**  
**Receipt for Arborist Services**  
This is a bill

VEN

HOA 2

Date: 3/21/2023

Client: Gatewest Property Management

Work Site Address: Village View of Elk Hills, Missoula, MT 59803

Billing Address: email Dan Merrick

Phone: 406-240-5580

Email: Gatewest@Montana.com

Item	Description: Tree Removal	Cost \$
1	13x Choke Cherry, American Ash, Burr Oak, River Birch: Trim trees to remove suckers and low hanging branches and to provide clearance from the buildings, sidewalks and driveways. Reduce the height of two trees requested by tenants. Cleanup and haul away debris. (13 x \$90)	1,170
<b>Total Cost</b>		<b>\$1,170.00</b>

Thank you for your business, please contact ISA Certified Arborist Will Zimmermann with any questions at 552-8535.

**The Total Amount Due: 3 / 21 / 2023: \$ 1,170.00**

Please make your check payable to: **Big Old Tree Company**

Send payment to: **Big Old Tree Company**  
**PO Box 7461**  
**Missoula, MT 59807**

Sincerely,

Will Zimmermann  
ISA Certified Arborist-Owner  
The Big Old Tree Company LLC  
PO Box 7461  
Missoula, MT 59807  
(406) 552-8535

**PAID**  
**3415 3.31.23**



1175 Clark Fork Drive  
Missoula, MT 59808

Invoice 7611

Date	PO#
02/28/23	
Sales Rep	Terms
Craig Best	Net 15

Bill To
Dave Miewald Gatewest Property Mgmt 2100 Stephens Ave #110 Missoula, MT 59801

Property Address
Gatewest - Village at Elk Hills HOA 1 5100 Village Way Missoula, MT 59803

Item	Qty / UOM	Rate	Ext. Price	Amount
<b>#4730 - Village Elk Hills 1 - Per Service Snow 2022-2023 RENEWAL</b>				
Lot(s) Snow Plowing, Per Svc - 02/01/2023				
Labor - 02/01/23	0.68 Hrs	\$0.00	\$0.00	\$235.00
1 - 4" Plow (Equipment)	1.00 Each	\$235.00	\$235.00	
Lot(s) Snow Plowing, Per Svc - 02/14/2023				
Labor - 02/14/23	1.94 Hrs	\$0.00	\$0.00	\$235.00
1 - 4" Plow (Equipment)	1.00 Each	\$235.00	\$235.00	
Lot(s) Snow Plowing, Per Svc - 02/15/2023				
Labor - 02/15/23	0.45 Hrs	\$0.00	\$0.00	\$235.00
1 - 4" Plow (Equipment)	1.00 Each	\$235.00	\$235.00	
Sidewalk Snow Clearing, Per Svc - 02/01/2023				
Labor - 02/01/23	2.41 Hrs	\$0.00	\$0.00	\$225.00
0 - 4" Sidewalk Clearing (Equipment)	1.00 Each	\$225.00	\$225.00	
Sidewalk Snow Clearing, Per Svc - 02/14/2023				
Labor - 02/14/23	1.90 Hrs	\$0.00	\$0.00	\$225.00
0 - 4" Sidewalk Clearing (Equipment)	1.00 Each	\$225.00	\$225.00	
Sidewalk Snow Clearing, Per Svc - 02/15/2023				
Labor - 02/15/23	5.40 Hrs	\$0.00	\$0.00	\$225.00
0 - 4" Sidewalk Clearing (Equipment)	1.00 Each	\$225.00	\$225.00	
Sidewalk Snow Clearing, Per Svc - 02/22/2023				
Labor - 02/22/23	1.68 Hrs	\$0.00	\$0.00	\$225.00
0 - 4" Sidewalk Clearing (Equipment)	1.00 Each	\$225.00	\$225.00	
<b>#5475 - SN - Relocation</b>				
Snow Relocation, T&M - 02/07/2023				
Labor - 02/07/23	3.27 Hrs	\$110.00	\$359.70	\$231.00

PAID  
3911 3-10-23



Subtotal	\$1,836.00
Sales Tax	\$0.00
<b>Total</b>	<b>\$1,836.00</b>
Credits/Payments	(\$0.00)
<b>Balance Due</b>	<b>\$1,836.00</b>

Current	1-30 Days Past Due	31-60 Days Past Due	61-90 Days Past Due	90+ Days Past Due
\$1,836.00	\$0.00	\$0.00	\$0.00	\$0.00



Village at Elk Hills Association  
Balance Sheet  
March 31, 2023

Page: 1

ASSETS

Current Assets		
Cash in Checking	\$	113,637.51
Cash in Reserve		26,756.77
Roof Fund		2,700.00
		<hr/>
Total Current Assets		143,094.28
Property and Equipment		
		<hr/>
Total Property and Equipment		0.00
Other Assets		
		<hr/>
Total Other Assets		0.00
		<hr/>
Total Assets	\$	<u>143,094.28</u>



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## **Village at Elk Hills HOA1**

### **Minutes**

**April 5, 2023 5:30pm-6:30pm**

#### **Minutes**

**Board attending: B. Baker, J. Gandenberger, T. Goldich**

**Public attending: none**

A. Call to Order – 5:32pm

B. January 2023 Budget review – Questions: none

Motion to accept: JG Second: BB

C. February 2023 Budget review – Questions: uptick in power bills puts that line over budget. Hopefully it will even out as days get longer and lights are used less. The snow removal budget is presently \$8622 over budget so other efficiencies will need to be found during the year. Contracts for the roof for 5102 has been signed and trimming by Lewis and Clark will happen as soon as feasible so both of those major expenses will go forward.

Motion to accept: TG Second: BB

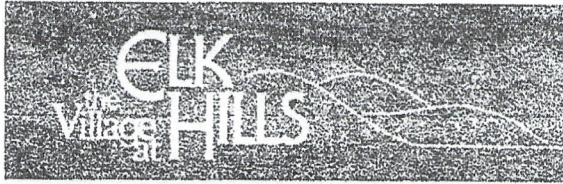
D. February 2023 Minutes review – Questions:

Motion to accept: JG Second: BB

E. President's Reports:

1. The contract for the next roof (5102) has been signed. Rhino Roofing thinks they may be able to get it done in late April, weather permitting. The cost is \$39,836.08. – *No further information has come from Rhino about a possible start date.*

2. Lewis and Clark Landscaping has us on their calendar as soon as the snow ends for the clean-up work that couldn't be done last fall.



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3. Most of the gutters have been cleaned out with a few remaining that still have ice and snow. – *Gatewest has finished the gutters and has also caulked around many of the roof boots to stop any possible leaks.*

4. Mike Nielsen of DCI Engineering, Dan Merritt ,and TG met to look at the ongoing deck issues at 5100 #1/5. Hopefully a solution will be possible this summer. – *Dan spoke to a local contractor and will share any estimates and plans as soon as available.*

F. Public Forum - none

G. Adjournment 5:50pm