

Orchard Valley Home Owners Annual Meeting
May 15th, 2025 6-8pm Monument View Bible Church

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Agenda

Call to Order-Establish a Quorum

Welcome & Introductions

Approval of Previous Minutes

Year in Review 2024

2025 Budget Ratification

Vote for Board Members

Member Comments and Suggestions

Adjourn

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I. Call to order

6:08pm Debbie calls meeting to order. Quorum established with homeowners present and proxy votes.

II. Welcome and Introductions

- a. Debbie Vavak (President), Darrell Loveland (Vice President), Amanda Conrads (Secretary), Camille Stitt (Treasurer).
- b. Tonight we will be voting to renew secretary position and treasurer position.

III. Approval of Previous Minutes

- a. No corrections or changes to last year's minutes.
Terry White moves to approve minutes and seconded. Minutes approved as recorded for 2024.

IV. Year in Review

- a. Board assumed responsibilities in Aug 2021 and resolved to administer independently of any professional management. HOA assumed responsibility of bookkeeping as well.
- b. Still trying to obtain homeowner contact information. Email, text, mailing. Please contact HOA with the best contact info for the property.
- c. Website is one of the best forms of communication along with newsletters. These cut down on cost with paper mailings.
- d. CC&R's need to update to remain CCIOA compliant, 7 new state bills were introduced in 22/23 and we need to make sure we are compliant. If anyone has a legal background or someone who would be willing to help to organize CC&R's that help would be appreciated.
- e. Growing issue with homeowners not paying annual dues. There is a need for a volunteers to help with collections. New laws in Colorado make this a more difficult process and it takes more time.

V. Irrigation Update

- a. Lots of maintenance 2024.
 - i. Tree removal, drain valve replacements, clean up around pond, pick-up assembly cleaning, hydro vac settling pond, hydro vac settling pond (2400 cubic feet-6 truckloads).
- b. Irrigation Schedule

- i. Schedule saved significant electrical cost in 2024. Will continue to keep with the current pump house schedule of 6a-10a, 6p-10p.
 - ii. Board asks homeowners to continue to be cognizant of watering and water conservation.
 - iii. Dean made a suggestion that the irrigation be shut down completely shut down one day a week to allow for a relief for people to do fixes that day and to cut the power down by 1/7th. Homeowner brought up that maybe we shift watering times in the evening to avoid the “peak” hours charged by Xcel. Darrell is looking at an in depth Xcel analysis to see where we can save money.
 - iv. Homeowner motion to shut down system on Sundays and move watering time from 7pm-11pm in the evenings. Board will approve motion in follow up meeting.
 - v. Homeowner suggests looking into solar for running the pump house. Tom Carroll has also been interested in this solution. Jeff brings up point that solar does eventually pay for themselves but it takes a long time to pay off the loan. Suggests a large battery system to run pump. Darrell brings up point that batteries must be climate controlled.
- c. Upcoming Fixes / Maintenance
 - i. Settling pond needs dredging. This was last done in 2020 cost \$12,000. Current bid the board has received for the pond is \$14,000. This would be a full dredging for the pond. This will be scheduled to be done late winter/early spring 2026.
 - ii. Elmwood lateral – Mesa Street sub-lateral (32% holder – 118 shares) repairs done and more pending. Estimated around \$3,500.
- d. Thank you to the homeowners who volunteered time to get irrigation up and running. Darrell Loveland • Tom & Kathleen Carroll • Judd Hill • Brian Gies • George Tattershall • Richard
- e. Summary of the irrigation costs over the last several year and current year. **See Figure 1 below.**

VI. Current Financial Position

- a. Statement of Activity. **See Figure 2 below.** (Jan-Dec 2024)
- b. Statement of Activity Profit/Loss. **See Figure 3 below.**
- c. Statement of Financial Position **See Figure 4 below.** (As of Dec. 2024)
- d. Concern brought up about the grassy park area costing too much money. Suggestion to look at a robotic lawn mower. Camille reiterated that the board has really tried to look at a lot of ways to try and save pennies on the park but

there aren't many options. The board has chosen to continue to work with Pat Currier as he is liscensed and insured.

VII. Ratify Budget

- a. Homeowner asked about how the board is moving forward with collecting overdue fees. Debbie acknowledges the frustration and lack of recourse the HOA has with people who have been overdue and not paying. Reminder given that the budget is based on expenses and not people who have not paid.
- b. Budget for 2025. **See Figure 5.**
- c. Concerns about needing to raise the annual fees were raised. This is based on upcoming pond maintenance and overall irrigation ditch lateral fixes in the future.
- d. Terry White moved to ratify budget, homewoner seconded. Budget is ratified.

VIII. Voting

- a. Voting for volunteer board positions Secretary and Treasurer
- b. Jeff and Britt tally the votes.
- c. Unanimous vote to reelect Camille Stitt and Amanda Conrads back to the board.

IX. Communication

- a. Email, website and text messages are all great ways for board to communicate so please provide a good email address.

X. Member Comments

- a. Debbie reminded homeowners that there is a stair step of authority from State to City to HOA.
- b. Committees - OVHOA would love to have buy in from homeowners and participation in these committees:
 - CC&Rs and Bylaws – need volunteers to update and make bylaws more cohesive and relevant
 - Irrigation – homeowners that could help with irrigation needs and repairs
 - Park – homeowners who have and interest in the use, upkeep and cost saving suggestions of the common area
 - Communication – newsletter ideas, new homeowner welcome
 - Activities – promote neighborhood community

XI. Member Comments and Suggestions

- a. Thank you to Monument Bible View Church for the use of their facility.

XII. Adjourn

Tom made motion to adjourn 7:44, Camille seconded

Orchard Valley Home Owners Annual Meeting
May 15th, 2025 6-8pm Monument View Bible Church

Figure 1.

<u>2024</u>		
2/26/24	Pond clean-up-weeds	\$ 300.00
3/12/24	Supply line repairs	\$ 63.16
4/11/24	Tree removal	\$ 1,800.00
4/22/24	Pump house repairs	\$ 105.82
5/16/24	Pump house door repair	\$ 388.77
5/7/24	Pump house repairs	\$ 106.65
9/26/24	Pond clean up	\$ 840.00
10/22/24	Air vent & supplies	\$ 116.19
12/19/24	Muck removal	\$ 400.88
		\$ 4,121.47
 <u>2025</u>		
4/21/25	Pond clean-up-weeds	\$ 250.00
1/7/25	Supply line repairs	\$ 62.22
5/2/25	Mesa Sub Lateral repairs	\$ 106.36
5/2/25	Check valve repair	\$ 102.16
		\$ 520.74

Figure 2.

Orchard Valley Home Owners Association	
Statement of Activity	
January - December 2024	
	TOTAL
Revenue	
Annual Assessments	26,449.71
Unapplied Cash Payment Revenue	225.00
Total Revenue	\$26,674.71
GROSS PROFIT	\$26,674.71
Expenditures	
Administrative	
Accounting Fees	385.00
Bank Charges	0.30
Dues & Subscriptions	69.99
Insurance - Liability, D and O	1,373.00
Office Supplies	30.84
Postage, Mailing Service	231.16
Printing & Printing	304.80
Taxes & Licenses	85.00
Web & Hosting	473.35
Total Administrative	2,953.44
Operating Expenses	
Irrigation System Maint. Serv.	2,989.54
Lawn Maintenance Service	6,039.27
Repair & Maintenance	2,640.00
Utilities	5,378.86
Water-Irrigation	1,183.33
Total Operating Expenses	18,231.00
Total Expenditures	\$21,184.44
NET OPERATING REVENUE	\$5,490.27
Other Revenue	
Interest Earned	55.13
Total Other Revenue	\$55.13
NET OTHER REVENUE	\$55.13
NET REVENUE	\$5,545.40

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May 15th, 2025 6-8pm Monument View Bible Church

Figure 3.

Orchard Valley Home Owners Association Statement of Activity (Profit / Loss)-					
	2024	Budget - 2024	2023	Budget- 2023	2022
Revenue					
Annual Assessments	26,674.71	28,125.00	25,000.00	31,000.00	24,867.09
Total Revenue	\$ 26,674.71	\$ 28,125.00	\$ 25,000.00	\$ 31,000.00	\$ 24,867.09
Gross Profit	\$ 26,674.71	\$ 28,125.00	\$ 25,000.00	\$ 31,000.00	\$ 24,867.09
Expenditures					
Administrative					
Accounting Fees	385.00	360.00	360.00	360.00	945.12
Bank Charges	0.30	0.00	0.10	0.00	13.09
Insurance - Liability, D and O	1,373.00	1,100.00	1,326.00	1,100.00	1,258.00
Office Supplies	30.84	165.00	84.31	165.00	388.61
Office/General Administrative Expenditures	459.79	720.99	180.00	380.99	311.04
Postage, Mailing Service	231.16	420.00	217.08	400.00	379.00
Web & Hosting	473.35	501.25	441.25	469.85	359.75
Total Administrative	\$ 2,953.44	\$ 3,267.24	\$ 2,608.74	\$ 2,875.84	\$ 3,654.61
Operating Expenses					
Irrigation System Maint. Serv.	2,989.54	5,000.00	3,757.92	7,785.75	2,932.78
Lawn Maintenance Service	6,039.27	5,724.00	5,712.00	4,584.00	5,819.00
Repair & Maintenance	2,640.00	2,300.00	950.00	1,700.00	3,500.00
Utilities	5,378.86	5,500.00	5,201.14	5,500.00	5,303.30
Water-Irrigation	1,183.33	1,183.33	1,099.44	1,099.44	1,111.66
Total Operating Expenses	\$ 18,231.00	\$ 19,707.33	\$ 16,720.50	\$ 20,669.19	\$ 18,666.74
Write-off Expense	\$ 2,150.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Addition to Reserve	\$ 3,000.00	\$ 1,600.00			
Total Expenditures	\$ 21,184.44	\$ 28,124.57	\$ 19,329.24	\$ 25,145.03	\$ 22,321.35
Net Operating Revenue	\$ 5,490.27	\$ 0.43	\$ 5,670.76	\$ 5,854.97	\$ 2,545.74
Other Revenue					
Interest Earned	55.13		7.94	0.00	3.93
Total Other Revenue	\$ 55.13	\$ 0.00	\$ 7.94	\$ 0.00	\$ 3.93
Net Other Revenue	\$ 55.13	\$ 0.00	\$ 7.94	\$ 0.00	-\$ 235.15
Net Revenue	\$ 5,545.40	\$ 0.43	\$ 5,678.70	\$ 5,854.97	\$ 2,310.59

Figure 4.

Orchard Valley Home Owners Association Statement of Financial Position As of December 31, 2024	
	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Alpine Checking - Operating-05	13,604.68
Alpine Reserves - Money Market-44	11,131.71
Total Bank Accounts	\$24,736.39
Accounts Receivable	
Accounts Receivable	8,532.95
Total Accounts Receivable	\$8,532.95
Other Current Assets	
Uncategorized Asset	0.00
Undeposited Funds	0.00
Total Other Current Assets	\$0.00
Total Current Assets	\$33,269.34
TOTAL ASSETS	\$33,269.34
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Accounts Payable	0.00
Total Other Current Liabilities	\$0.00
Total Current Liabilities	\$0.00
Total Liabilities	\$0.00
Equity	
Opening Balance Equity.	11,954.68
Retained Earnings	14,768.97
Net Revenue	6,545.69
Total Equity	\$33,269.34
TOTAL LIABILITIES AND EQUITY	\$33,269.34

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May 15th, 2025 6-8pm Monument View Bible Church

Orchard Valley HOA 2025 Annual Budget:

Figure 5.

Revenue:			
	Dues @ \$275/per 125 households	\$ 34,375.00	
	Collections from past unpaid balances	\$ 1,500.00	
			\$ 35,875.00
Expenses:			
	Lawn Service-Park area		
	Currier Lawn Service \$300/mo 12 mo contract & Winterization	\$ 3,900.00	
	Anticipated Park sprinkler repairs	\$ 700.00	
	Xcel portion of park (\$25/mo, \$300 annually)	\$ 300.00	
	Mesa Turf Master \$271.50/treatment 4 treatments	\$ 1,086.00	
			\$ 5,986.00
	Irrigation		
	Xcel electricity 12 mo Pump house - scheduled pump times	\$ 5,300.00	
	Elmwood Lateral Ditch Company 38 share assessment Apr/May	\$ 262.00	
	Grand Valley Irrigation Company 38 share assessment Apr	\$ 949.07	
	Anticipated Irrigation repairs	\$ 1,000.00	
	Settling pond annual hydro cleaning spring	\$ 1,875.00	
	Pond tree, weed, clean-up	\$ 1,590.00	
	Lateral repairs-Mesa sub lateral 38/118 share expense	\$ 106.36	
	Pending lateral repairs Fall - Mesa sub lateral gate #12- 38/112 share expense	\$ 4,000.00	
	Pending pond dredge Fall	\$ 10,000.00	
			\$ 25,082.43
	Office / Administrative		
	Paper/envelopes/labels	\$ 75.00	
	Printer cartridge	\$ 45.00	
	Lien release fees - \$13/ea	\$ 13.00	
	Annual Sec of State (SOS) registration-Due January	\$ 20.00	
	Annual DORA registration	\$ 38.00	
	Microsoft 365 subscription-Mar	\$ 69.99	
	Text service	\$ 30.00	
	Poster Board	\$ 20.00	
			\$ 310.99
	Postage/P.O. Box Rental		
	Annual P.O Box Rental 561, Fruita-Aug	\$ 125.00	
	Postage	\$ 350.00	
			\$ 475.00
	Meeting Expenses		
	Room Rental	\$ 100.00	
	Meeting materials preparation-printing, stuffing	\$ 300.00	
	Refreshments	\$ 10.00	
			\$ 410.00
	Website		
	Annual domain renewal-3 and Web Hosting	\$ 517.85	
			\$ 517.85
	Insurance		
	Liability and Common Property Coverage Annually-May	\$ 1,597.00	
			\$ 1,597.00
	Accounting		
	Quickbooks - \$35/mo	\$ 420.00	
			\$ 420.00
	Reserve - Annual addition		\$ 2,000.00
	Collection Expenses / Write Off Expenses		\$ 1,200.00
	Total Expenses:		\$ 37,999.27
	Net Income:		\$ (2,124.27)
	Transfer of 2024 Income Not Used by 12/31		\$ (2,000.00)
	Transfer from Reserve - Irrigation improvements 2025		\$ (2,000.00)
	Net Expenses (after use of reserve funds):		\$ 33,999.27
	Projected Net Expenses / 125 homes		\$ 271.99

Reserve:

Balance at 4/30/25:	\$ 10,910.83	
Anticipated Funds used 2025:	\$ 2,000.00	
Funds used in 2024:	\$ -	
Funds used in 2023:	\$ -	
Funds used in 2022:	\$ -	
Drain Valve Expense 4/11/22	\$ 885.00	
Funds used in 2021:		
Control Panel Replacement and programming	\$ 4,898.60	