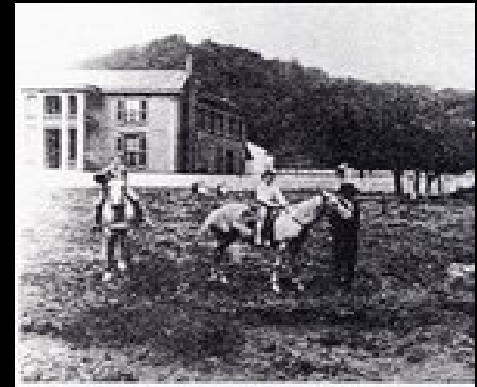


# Highland View Homeowners Association, Inc.

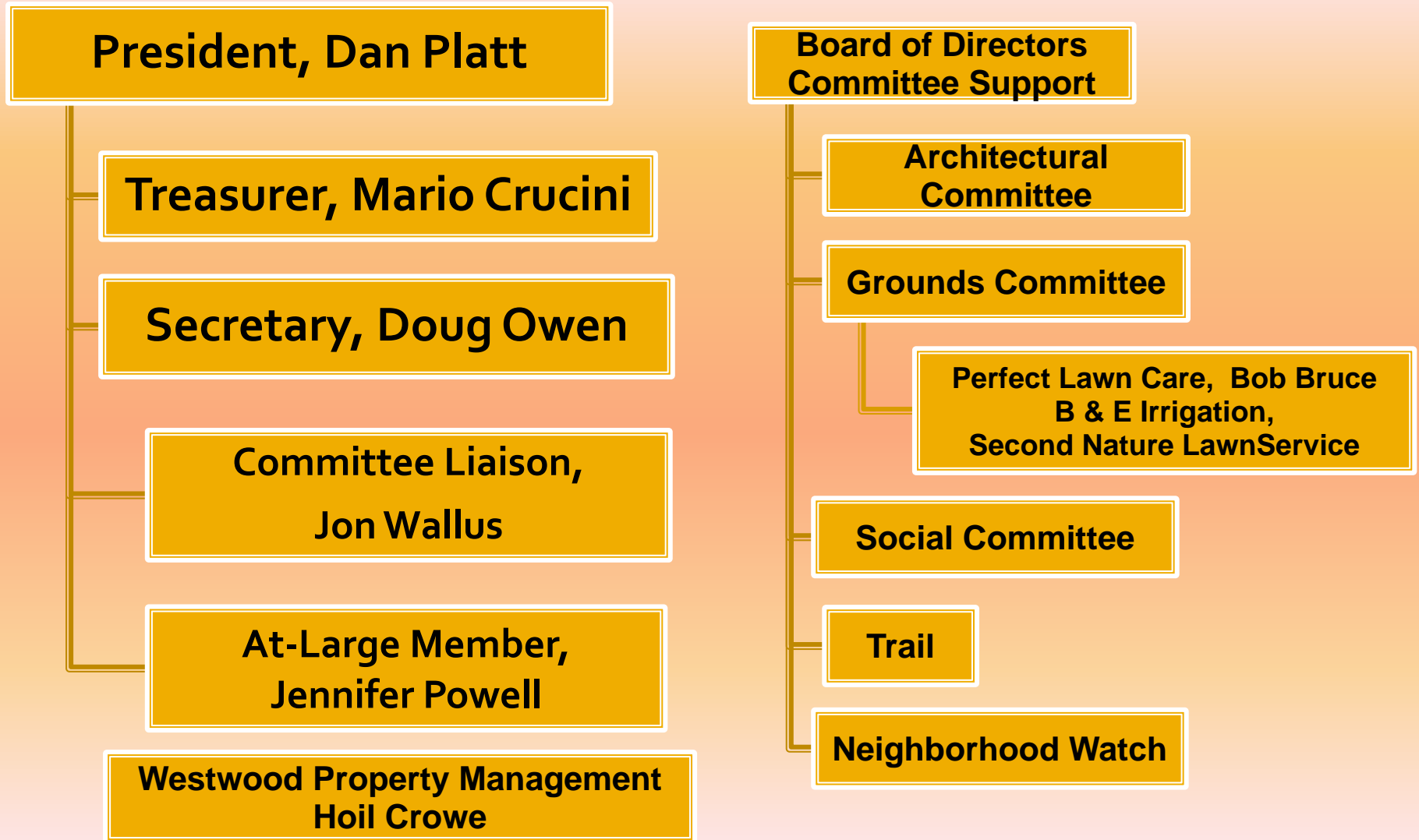


**Annual Meeting  
February 25, 2017  
Brentwood Public Library**

# Agenda

- Introductions
- Approval of minutes ([2016](#))
- Committee Reports
- Treasurer's Report
- New Business
- Adjournment

# Organizational Structure



# Quorum and Minutes

- Doug Owen, Secretary
- Affirmation of quorum by Hoil Crowe
- Call for corrections to minutes of [Feb 2016](#)
- Motion and second to approve existing or amended minutes

# Committee Reports

- Grounds
- Architecture
- Social
- Trail

# Grounds Committee

The Ground Committee is the point of contact with our lawn-care contractor Bob Bruce and also undertakes at least two neighborhood work-days related to the common grounds.

The committee oversee a budget of approximately \$25K (not including major landscaping projects)

Dan Platt (Chair)

John Algee

Mario Crucini

Mike Umphres

# Grounds

## Year in Review

- Landscaping enhancements
  - Pool perimeter
  - Front entrance
  - Replacement of dead cypress on main entry berm and cypress at front berm
  - Erosion management at rear of pool
  - Enhanced weed control, mulch on common grounds
  - Expanded plantings of annuals at front entrance and pool

## Looking Forward

- Cul-de-sac island renovation Phase 4
- Front entrance lighting upgrade

# Architectural Committee

The Architectural Committee is charged with the task of **pre-approving items below meet [HOA guidelines](#)**

- External home renovations (including paint, brick, shutters, doors)
- Additions such as deck, screened porches
- Additions of hot tubs, fences
- Removal of trees with trunks exceeding 4" in diameter

**[Application](#) is simple and approval is fast**



# Social Committee

## Seasonal/Holiday

**April** – Easter Egg Hunt

**May** – Pool Party **July 4<sup>th</sup>** – Parade and Barbecue

**October** – Halloween Party/Pumpkin Carving

**December** – Christmas Decorations, Luminaries

## Other Social Gatherings

Bonfire (end of October)

New Neighbors Party

Bunko

Progressive Dinner

# Treasurer's Report

- Review of 2016 actual and budgeted
- Reserve Modeling
- Dues Adjustments
- Budget for 2017

# Treasurer's Report on 2016 Budget

		2016 Actual	2016 Budget
<b>Income</b>			
	Membership Dues	\$ 38,063	\$ 40,125
	Late Fee	\$ 150	\$ 200
<b>Total income</b>		<b>\$ 38,213</b>	<b>\$ 40,325</b>
	Administrative Expenses	\$ 3,689	\$ 3,645
	Grounds Expenses	\$ 28,417	\$ 26,640
	Social	\$ 716	\$ 800
<b>Total Expenses</b>		<b>\$ 32,823</b>	<b>\$ 31,085</b>
<b>Net Income</b>		<b>\$ 5,390</b>	<b>\$ 9,240</b>

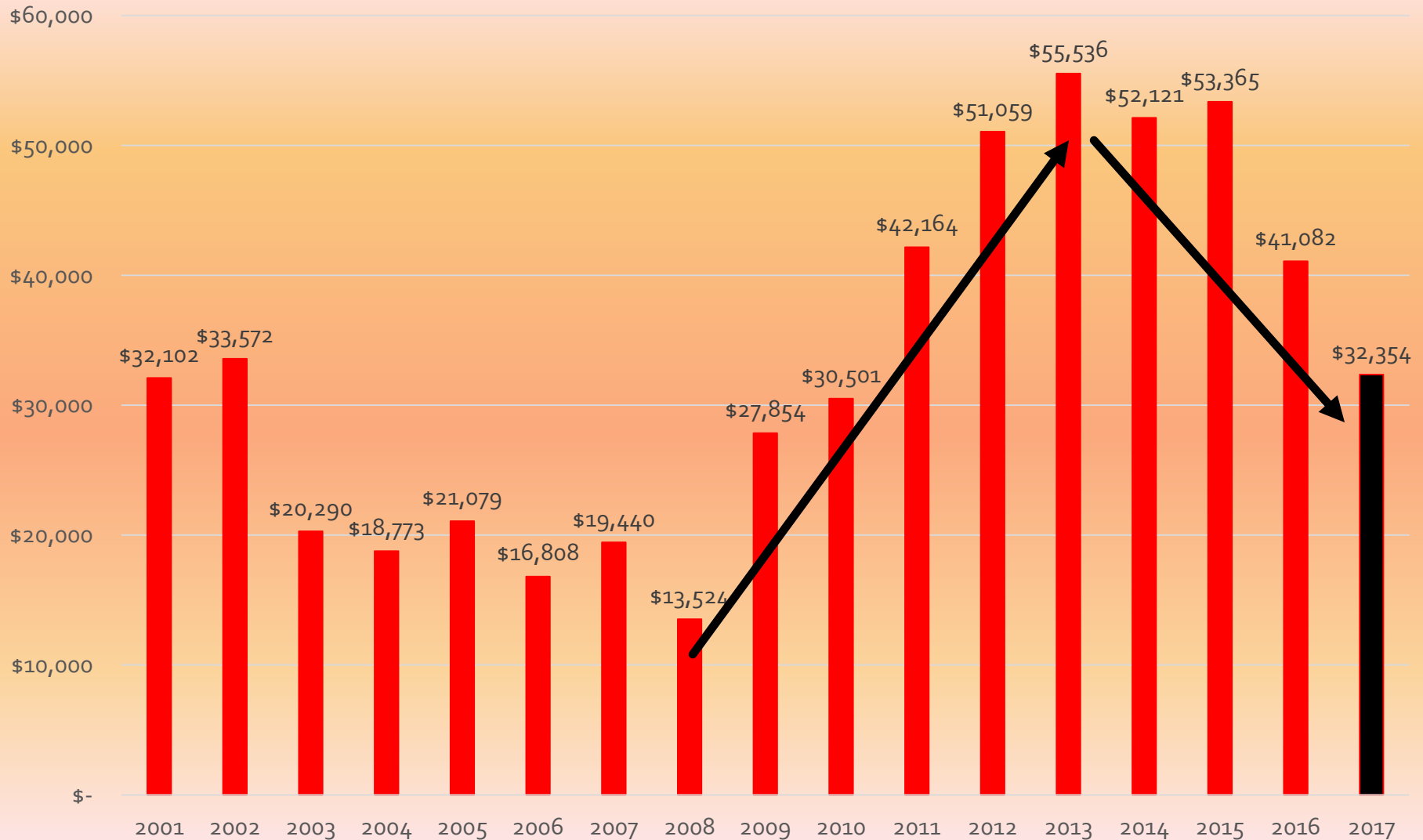
# Reserve Modeling

- Reserves are balances held in order to pay for large capital expenses both planned and unforeseen
- Planned means on a expected cycle based on expected life of physical asset or equipment (resurfacing of pool deck, replacement of recirculating pumps, etc.)
- Based on engineering study: 1996 (GEC, \$560) and formal financial analysis: 2011 (McLaughlin and Crucini)

# Reserve growth: Too Fast, Too Slow, Just Right?

- Net income adds to reserves while capital expenditure depletes them; striking a balance requires adjustments from time-to-time
- In 2012, grounds budget at pool was reallocated to Highland View.
- Reserves are now declining.
- Dues **increase** \$118.75 to \$125.00 per quarter (+2,025 per year for the budget)
- Combined with change on Murray Lane quarterly dues fall by \$2.50 per quarter!

# Highland View Reserve Balances



# Treasurer's Report on 2017 Budget

		2016 Actual	2017 Budget
<b>Income</b>			
	Late Fee	\$ 150	\$ 100
	Membership Dues	\$ 38,063	\$ 40,500
<b>Total income</b>		\$ 38,466	\$ 40,600
	Administrative Expenses	\$ 9,274	\$ 9,308
	Grounds Expenses	\$ 28,417	\$ 29,620
	Social	\$ 716	\$ 800
<b>Total Expenses</b>		\$ 38,408	\$ 39,728
<b>Net Income</b>		\$ 58	\$ 872

# Treasurer's Report on Reserves

		2016 Actual	Annual Budget	2017 Budget
<b>Reserves start of year</b>		\$ 51,223	\$ 51,223	\$ 41,082
	Net income (add)	\$ 58	\$ 3,940	\$ 872
	Reserve expenditures	\$ 10,199	\$ 5,000	\$ 9,600
<b>Reserves end of year</b>		\$ 41,082	\$ 50,163	\$ 32,354



# New Business

- Accounts receivable are running high.
- We have auto-draft forms and instructions to share with neighbors to keep payments on track

# New Business – Election of New Officers

- Existing officers
  - President-elect, Mario Crucini
  - Treasurer-elect, Doug Owen
  - Terms ending (Dan Platt, Jon Wallus, Jennifer Powell)
- Nominations and elections
  - One three year Board Member
  - Two one-year Board Members

# Committee Signups

- Grounds
- Architecture
- Social
- Trail

# Adjourn