

Hellgate Meadows Residential Neighborhood Association

2625 Dublin Street ♦ Missoula, MT 59808

Board Meeting

January 17, 2023

7:01 pm, via ZOOM



Board Members Present (via ZOOM): Debbie Goertzen, Drew Rieker, John Shanon, Kathie Snodgrass, and Laura Morris. Jim Polk and Laurie Fliger were unable to attend.

John moved and Debbie seconded that the meeting minutes for December 2022 be approved as presented. The motion was approved unanimously.

Financials:

As of December 31, 2022, the balance sheet showed \$11,528.15. There was \$7,429.21 in the bank. The variance report showed \$8,606.63 under budget. Accounts receivable were \$1,988.94. December bills paid included AmTrust North America Inc.: \$2,110.00 (liability insurance), Dirtman: \$1,850, JDM Enterprises: \$171 (for November office services), Cedar Mountain Software: \$20 (web communications system), Montana Pooper Scoopers: \$200, and NorthWestern Energy: \$0.

Old Business:

Street Lights: Solar Plexus doesn't do street lights. SBS solar hasn't been contacted yet. Kathie will contact some Forest Service engineers who may have knowledge about outdoor solar lighting. Some things we know for sure: the lights need to be at intersections and not under trees. Drew will try to get some information from the City.

Garbage Cans: We have heard nothing from Jim yet. John will call Pooper Scoopers and try to resolve this issue. Update: John contacted Pooper Scoopers (see attached emails). Since the original dog waste cans at the Dublin Street common area are disintegrating and not large enough to hold a week's worth of waste, Pooper Scoopers would prefer to replace them with full size waste cans, and not prohibit deposit of trash in the cans. John asked for an email vote on this proposal, cost not to exceed \$1,500. Debbie, Drew, John, and Kathie voted yes by February 3rd, which is a majority approval, so John authorized Pooper Scoopers to make the change.

Responsibilities List: No word yet on permissions for the document Laurie created.

Sidewalks: Mr. Congdon reports that he cannot grind the bumps without water, so it will have to wait until spring.

Aphids: John will try to get an appointment to meet in person with the City Forester. Besides discussing aphids, he will also talk to him about potential tree replacement.

Arrears: Laura will get a copy of the updated lien on the property of the owner with the largest arrears amount from Jane and give it to Kathie for the files.

2023 Budget: Drew reported that he initially sent Jane the wrong version of the budget to be included with the first half dues notices. He will send her the correct version tomorrow, as well as emailing it to Board members. The differences are in the landscape maintenance, street light, and dues amounts. The dues amount affected the budget balance amount, also.

New Business:

Annual Meeting: The annual meeting will be the third Tuesday in March, the 21st, and it will again be via ZOOM. Topics to be discussed will be finalized during our February Board meeting, but will include accomplishments and the budget.

Treasurer's Supplies: Laura said she needed to purchase some folders, notebook paper, and a notebook divider. She will send the sales slip to Jane for reimbursement.

The meeting was adjourned at 7:37 pm. The next regular Board Meeting will also be via ZOOM (<https://jccscpa.zoom.us/j/94245199462>), on February 21st at 7:00 pm.

Kathie Snodgrass

Secretary

POOPER SCOOPER WASTE CAN EMAILS:



John Shannon <johntimshannon@gmail.com> via board <board@hmrna.org>

2/2/2023 12:21 PM

To: Hellgate Meadows Residential Neighborhood Assoc.

Hi fellow board members. Today I finally connected with Tim at MT Pooper Scooper. He reports the two dog poop baskets are falling apart at the Dublin Street park. He also reports the baskets are heavily used and too small.

Tim proposes to do the following:

- 1) get rid of the 2 poop baskets,
- 2) retain the posts with the plastic bag dispensers,
- 2) purchase, install, and chain to the posts 2 trash cans (green metal, 30 gallon)

Total cost not-to-exceed \$1500.

Please let me know if this expenditure is OK. Tim's proposal sounds reasonable. Thanks.

John T. Shannon
2624 O'Shaughnessy Street
Missoula, MT 59808

johntimshannon@gmail.com
501.663.5557 voice/text

RE: trash cans expenses - authorization requested



Kathleen Snodgrass <kippie_snodgrass@hotmail.com>

2/2/2023 4:56 PM



To: John Shannon Cc: board@hmrna.org

So, we wouldn't be asking people to separate regular trash from poop bags, and we'd only have 2 containers at the Dublin Street common area?

The cost of the trash cans on the web site is \$649 each, so that means \$202 for shipping and installation, which seems reasonable to me. I'm OK with that.

Kathie

On Thu, Feb 2, 2023, 4:51 PM drew.rieker@hmrna.org via board <board@hmrna.org> wrote:
John - thank you so much for doing the legwork on this.

Board - I am ok with the purchase in my opinion. The proposed change should make those two garbage stations look much nicer and resolve a long-standing problem. I vote yes.

Please follow-up with any questions you may have, and/or your vote of yes or no.

Thanks,

Drew



Debbie Goertzen <debanddangoertzen@gmail.com>

2/3/2023 9:08 PM

To: Drew Rieker Cc: john Shannon; Kathleen Snodgrass; HMRNA Board

I vote yes. Thanks john.

On Feb 3, 2023, at 11:03 AM, john Shannon <johntimshannon@gmail.com> via board <board@hmrna.org> wrote:

Today I will authorize MT Pooper Scooper to proceed. Thanks to everyone for feedback.

John T. Shannon
2624 O'Shaughnessy Street
Missoula, MT 59808
501.663.5557 (voice or text)

Hellgate Meadows Residential Neighborhood Association

2625 Dublin Street ♦ Missoula, MT 59808

Board Meeting

February 21, 2023

7:00 pm, via ZOOM



Board Members Present (via ZOOM): Debbie Goertzen, Drew Rieker, John Shanon, Kathie Snodgrass, and Laura Morris. Jim Polk and Laurie Fliger recently resigned via email.

Laura moved and Drew seconded that the meeting minutes for January be approved as presented. The motion was approved unanimously.

Financials:

As of January 31st, the balance sheet showed \$28,326.45. There was \$5,243.34 in the bank. The variance report showed \$347.13 under budget. Accounts receivable were \$21,148.94 (reduced to \$7,411.72 as of February 20th due to dues sent in by owners). January bills paid included Dirtman: \$1,850, Cedar Mountain Software:\$40.00 (for web communications system), JDM Enterprises: \$85.50 (for office services), Drew Rieker: \$20.00 (reimbursement for State license), Montana Pooper Scoopers: \$200.00, and NorthWestern Energy: \$135.37.

Laura reported that one owner underpaid her first half dues, but paid the remaining balance when Laura called it to her attention. Pay Pal has increased their fees to \$5.08 for each dues transaction. Laura suggested that when we send the next dues notices, we include a notice that those using Pay Pal increase their payment by \$5.20 to cover the Pay Pal fee.

Laura also said that one owner included a note with his first half payment suggesting we cut our expenses on the Mutt Mitt services. Drew suggested that we explain why Mutt Mitt services are necessary (the state of the common area lawns before we installed Mutt Mitt stations) in the note we send out about the Annual Meeting, or at the annual meeting.

Old Business:

Street Lights: Kathie reported what she'd learned from her Forest Service electrical engineer friend: that lithium iron phosphate (LiFePO4) appear to be the most suitable for solar lighting at this time, although he's had experience with sealed lead-acid batteries in a solar-powered sidewalk lighting system that lasted 10 years before needing replacement. He also cautioned about trees shading the solar panels and affecting the daylight sensors and turning the lights on during the day. He didn't have any specific recommendations on products, though, because he hasn't worked on that sort of project for a number of years, so his knowledge of products is outdated. Kathie has also received a SEPCO design guide, which she thinks she can complete.

Drew is going to talk to the City about street lights also.

Mutt Mitts: Shipping on the new Mutt Mitt receptacles turned out to be way more than expected. Drew moved and Kathie seconded that we pay the extra \$66 over what has already been authorized. The motion passed unanimously. The new receptacles are in place and look quite nice.

Responsibilities: Drew will take over the task of completing a spreadsheet defining each Board member's responsibilities for Laurie.

Aphids: John will make a report next month. He's still playing phone tag with the City Forester.

Dues and Arrears: Laura reminded Jane again that Kathie needs copies of the most current liens.

Annual Meeting: Drew will assemble an agenda for the meeting, which will be by ZOOM on March 23rd.

New Business:

Resignations: Jim Polk and Laurie Fliger both recently resigned via email. We will need to designate new contacts for Mutt Mitts, street lights, and the mail house bulletin board. Laurie can return her mail house key to Kathie.

Animal Control: We recently received a letter from Missoula Animal Control requesting that we remind our residents about the City's requirements for dog licensing and vaccination requirements and chicken permits. Since we already have that information and links to the City requirements on our Website, this has already been taken care of.

Transfer Fees: There was discussion about whether our current transfer fee amount (\$250) is adequate. Kathie looked up the section in the Declaration of Covenants, and found that section 10.6 (b) stipulates a transfer fee of \$500 that is to be used "for the benefit of the Residential Neighborhood's Commons and, if it chooses, enhancement of the Common Area(s)". This means we do have the authority to raise the transfer fee, if we so choose. Kathie requested that both transfer fee increases and dues increases for 2024 be discussed at the upcoming General Meeting. This recommendation was accepted because most Board members felt owners should have a chance to weigh in on these issues.

Website: Kathie had Cedar Mountain make a number of changes, including removing references to voicemail from the Website, removing old blog pages not used since 2008, and updating the dues amounts to be current.

The meeting was adjourned at 8:03 pm. The annual General Meeting will be March 21st at 7:00 pm via ZOOM and the next regular Board Meeting will also be via ZOOM (<https://jccscpa.zoom.us/j/94245199462>), on April 18th at 7:00 pm.

Kathie Snodgrass

Secretary

Hellgate Meadows

Residential Neighborhood Association

2625 DUBLIN STREET, MISSOULA, MT 59808

March 21, 2023

Annual Meeting Agenda

Call to Order

Board Member Introductions

Debbie, Drew, Kathie, and Laura each introduced themselves and explained where they live and what their responsibilities are for the Board. John was introduced in absentia since he was out of town.

Neighbor Introductions

Susan Quinn introduced herself as a new resident of Hellgate Meadows.

Minutes from 3/15/2022 meeting

After Kathie read the notes from the 2022 Annual Meeting, Debbie moved and Laura seconded that the notes be approved as read. The motion passed unanimously

Budget and Financial statements

- Overview of results from last fiscal year:
Drew shared his screen to display a spreadsheet displaying 2022 fiscal information (see attached). HMRNA's assets were down \$200, but cash was up \$264 from 2021. Accounts receivable were down \$467. Liabilities were down about \$1,800. Net income was \$1,611.63.
At the end of 2022, HMRNA was \$8,607 under budget. Income was \$641.74 under budget (there were fewer transfer fees paid than in past years), but expenses were \$1,800 under budget because mail house repainting was less costly than budgeted by \$4,082.16 (the work was done by neighborhood volunteers) and the mail house repairs were less costly than anticipated.
- Laura explained how the fiscal tracking, income receipt, and expense work is handled by the Treasurer and our Bookkeeper.
- Overview of 2023 budget:
Drew shared his screen to show the 2023 budget (see attached). The total budget is \$39,180. Income from dues is \$330 per year per property. Our biggest expense each year is for landscape maintenance at \$24,000. Street lights are also budgeted substantially at \$4,700 because of needed repairs explained in the Accomplishments section below. Mutt Mitt service is also fairly substantial at \$3,000.

Accomplishments

- Dues for 2023 have been set at \$330 per year to be paid in two installments of \$165. Owners using PayPal, are requested to add \$5.20 to cover fees. All owners are expected to pay dues on-time to avoid fees and help the association continue services. Susan suggested that it would be more efficient to email notices and dues invoices to those owners who were willing to receive communications that way.
- The board meetings have been moved to 7pm on the 3rd Tuesday of the month using Zoom ID 942 4519 9462.
- The Mail House has received a lot of care during 2022. First, we fixed the landscaping between the sidewalk and mail house on the west side by members of the board. Second, the mail house was painted by volunteers from the board and neighborhood last fall. Water damage on the siding was also repaired.

The damage was caused by improper sprinkler adjustment in past years that sprayed the siding, by improper clearance between the concrete sidewalk and the siding. Kathie also discovered earlier this month that snow melt pools on the sidewalk on the east side of the mailhouse, although it dries rapidly. In spring 2023, we will stain the posts and rails on Mail House's side porches and paint the siding that was replaced during the water damage repair to complete the project. Volunteers are welcome!

- The heaves in the sidewalk on the corner of O'Shaughnesey and Galway adjacent to the Association's common area are scheduled to be shaved down in early 2023 when weather permits.
- Streetlights on O'Shaughnesey and O'Leary have gone dark due to a severed power line under the street. We are reviewing repair options including traditional and solar, which may require a special assessment due to the high cost. Until resolved, we encourage homeowners to leave porch lights on to assist with lighting at night.
- Aphids on our boulevard ash trees are a nuisance in our neighborhood and throughout Missoula. We are working with the Missoula City Forester to find a more sustainable and effective solution for 2023 and forward.

Old Business

- Mail House Improvements - see accomplishments.
- Street Lights – see accomplishments.
- Garbage Cans in Dublin Street Commons – The two garbage cans attached to the mutt mitt stations have been upgraded to full-size garbage cans. This was due to the deterioration of the old garbage cans, and to accommodate the increasing use of those cans for garbage as well as pet waste.

New Business

- City Licenses for Pets – The City has reminded us that licenses are required for all pets that reside in the city limits. This includes chickens, dogs, cats, etc. This information is already on our Web site, but Kathie will have a link to the Animal Control site added at the next Web site update.
- Information on how to contact the Board is also on our Web site (<http://www.hmrna.org/>). Board members can be contacted directly by email or through our Facebook site (https://www.facebook.com/Hellgate-Meadows-RNA-111339032277474/?ref=br_rs).
- Transfer Fees – Transfer fees are \$250 and are generated from the sale of homes within the HOA. According to our organizational documents, these fees were set at \$500 in 2003, but we have only charged \$250 since inception. After a discussion on whether or not the transfer fee should be increased, Kathie moved and Debbie seconded that the transfer fee be increased to \$500, effective immediately. Kathie will have the information on our Web site changed to match the new fee at the next update.
- After an explanation of the Declaration of Covenants provision for increasing dues up to 15% per year, why that increase was not assessed regularly in the past, and the current inflation rate and need for higher dues to cover expected expenses, Drew moved and Debbie seconded that the dues for 2024 be raised to \$378 for the year.
- Board Members Needed – We currently have 5 board members and our organizational documents allow for up to 9.
- Open discussion:
 - Kathie reported that there will be a public meeting March 24th about the proposed plans for the Lofts on Mary Jane development directly west of Hellgate Meadows. The meeting will be alongside Mary Jane Boulevard, where O'Leary will eventually intersect with Mary Jane.
 - Kathie reported that Shane Stack, a County Recreation employee, had made a presentation to the Captain John Mullan Neighborhood Council asking for support in their effort to get funding from the State for the Mullan Road trail from Reserve to Flynn Lane and from Cote Lane to Deschamps Lane (a 10-foot wide shared-use path, like the existing trail portion). She suggested that our neighborhood send a support letter also. After discussion, Laura moved and Kathie seconded that we do so. The motion passed unanimously.

The meeting adjourned at 8:25 pm.

Hellgate Meadows Residential Neighborhood Association, Inc.
Profit & Loss Budget Variance
 December 2022

	Dec 22	Budget	\$ Over Bud...	Jan - Dec 22	YTD Budget	\$ Over Bud...
Ordinary Income/Expense						
Income						
4000 · Association Fees	0.00	0.00	0.00	33,945.00	33,930.00	15.00
4100 · Transfer Fees	250.00	125.00	125.00	750.00	1,500.00	-750.00
4105 · Paypal Fees	0.00	0.00	0.00	28.26	0.00	28.26
4110 · Late Fees	0.00	5.83	-5.83	135.00	70.00	65.00
4120 · Lien Filing Fees	0.00	0.00	0.00	0.00	0.00	0.00
4130 · Uncollectable Dues Write-off	0.00	0.00	0.00	0.00	0.00	0.00
Total Income	250.00	130.83	119.17	34,858.26	35,500.00	-641.74
Gross Profit	250.00	130.83	119.17	34,858.26	35,500.00	-641.74
Expense						
6115 · Annual Report - Sec. of State	0.00	0.00	0.00	20.00	20.00	0.00
6120 · Bank Service Charges	0.00	0.00	0.00	0.00	0.00	0.00
6130 · Collection Expense	0.00	0.00	0.00	0.00	0.00	0.00
6150 · Depreciation Expense	0.00	0.00	0.00	0.00	0.00	0.00
6170 · Equipment Rental	0.00	0.00	0.00	0.00	0.00	0.00
6175 · Filing Fees	0.00	0.00	0.00	0.00	0.00	0.00
6180 · Insurance - Liability	175.87	183.33	-7.46	2,110.00	2,200.00	-90.00
6190 · Interest Expense	0.00	0.00	0.00	0.00	0.00	0.00
6205 · Landscape Maint. / Snow Removal	1,850.00	2,000.00	-150.00	22,200.00	24,000.00	-1,800.00
6210 · Park Improvements	0.00	166.67	-166.67	0.00	2,000.00	-2,000.00
6220 · Repairs & Maintenance						
6220-1 · Repairs & Maint - Mail House	0.00	416.66	-416.66	917.84	5,000.00	-4,082.16
6220-2 · Repairs & Maint - Street Lights	0.00	20.83	-20.83	1,061.12	250.00	811.12
6220-3 · Mutt Mutt Station Maintenance	200.00	250.00	-50.00	2,730.00	3,000.00	-270.00
6220-4 · Repairs & Maint. - Well Pump	0.00	0.00	0.00	0.00	0.00	0.00
6220-5 · Reimb. for Sidewalk Repairs	0.00	20.83	-20.83	0.00	250.00	-250.00
6220-6 · Landscape Repair	0.00			59.97		
Total 6220 · Repairs & Maintenance	200.00	708.32	-508.32	4,768.93	8,500.00	-3,731.07
6250 · Utilities - Electrical	135.37	145.83	-10.46	977.00	1,750.00	-773.00
6270 · Professional Fees						
6270-1 · Accounting (Tax Preparation)	0.00	0.00	0.00	135.00	135.00	0.00
6270-2 · Bookkeeping Fees	256.50	166.67	89.83	2,118.20	2,000.00	118.20
6270-3 · Bookkeeping Postage & Suppli...	0.00	33.33	-33.33	228.75	400.00	-171.25
6270-4 · Legal	0.00	41.67	-41.67	0.00	500.00	-500.00
Total 6270 · Professional Fees	256.50	241.67	14.83	2,481.95	3,035.00	-553.05
6280 · Special Events	0.00	20.83	-20.83	0.00	250.00	-250.00
6285 · Supplies - Misc.	0.00	25.00	-25.00	0.00	300.00	-300.00
6290 · Telephone	0.00	4.17	-4.17	0.00	50.00	-50.00
6295 · Website Expense	20.00	32.50	-12.50	688.75	390.00	298.75
Total Expense	2,637.74	3,528.32	-890.58	33,246.63	42,495.00	-9,248.37
Net Ordinary Income	-2,387.74	-3,397.49	1,009.75	1,611.63	-6,995.00	8,606.63
Net Income	-2,387.74	-3,397.49	1,009.75	1,611.63	-6,995.00	8,606.63

2023 Hellgate Meadows Residential Neighborhood Association Budget

Revenue

	2022 Budget	As of 10/31/22	Over/Under Budget	2023 Budget
4000 - Assoc. Dues & Fees	\$ 33,930.00	\$ 33,945.00	\$ 15.00	\$ 38,610.00
4100 - Transfer Fees	1,500.00	500.00	(750.00)	500.00
4104 -Paypal Fees	-	28.26	28.26	-
4110 - Late Fees	70.00	145.00	86.66	70.00
	\$ 35,500.00	\$ 34,618.26	\$ (620.08)	\$ 39,180.00

Expenses

	2022 Budget	As of 10/31/22	Over/Under Budget	2023 Budget
Expenses	\$ 28,220.00	\$ 20,278.30	\$ (3,241.70)	\$ 26,630.00
6115 - Annual Report-Sec. Of State	20.00	20.00	-	20.00
6180 - Liability Insurance	2,200.00	1,758.30	(75.04)	2,110.00
6200 - Landscape Maintenance/Snow Removal	24,000.00	18,500.00	(1,500.00)	24,000.00
6210 - Park Improvements	2,000.00	-	(1,666.66)	500.00
Property Repairs and Maintenance	8,500.00	4,538.93	(2,714.43)	8,070.00
6220-1 Mail House	5,000.00	917.84	(3,248.84)	250.00
6220-2 Street Lights	250.00	1,061.12	852.78	4,570.00
6220-3 Mutt Mitt Stations	3,000.00	2,500.00	(170.00)	3,000.00
6220-5 Sidewalk Repairs Reimb.	250.00	-	(208.34)	250.00
6220-6 Landscape Repair	-	59.97	59.97	-
Utilities	1,750.00	841.63	(616.71)	1,000.00
6250 - Electrical	1,750.00	841.63	(616.71)	1,000.00
Professional Fees	3,035.00	2,225.45	(326.21)	2,950.00
6270-1 Tax Preparation	135.00	135.00	-	200.00

Hellgate Meadows Residential Neighborhood Association

2625 Dublin Street ♦ Missoula, MT 59808

Board Meeting

April 18, 2023

7:00 pm, via ZOOM



Board Members Present (via ZOOM): Debbie Goertzen, Drew Rieker, John Shannon, Kathie Snodgrass, and Laura Morris.

Debbie moved and John seconded that the Board meeting minutes for February be approved with a minor correction. The motion was approved unanimously. The March General Meeting minutes cannot be approved until next year's general meeting, but a clarification was suggested.

Financials:

As of March 31, the balance sheet showed \$21,049.77. There was \$15,493.00 in the bank. The variance report showed \$13.35 under budget. Accounts receivable were \$3,974.26. There were \$17,187.72 in deposits. March bills paid included Dirtman: \$1,850, Cedar Mountain Software:\$20.00 (for web communications system), JDM Enterprises: \$323.00 (for office services), Anchor Electric: \$245.00, Montana Pooper Scoopers: \$1,766.00 (including the new garbage cans and installation), NorthWestern Energy: \$63.97, Carl Rummel: \$150.00 for income tax preparation and filing; and Laura Morris: \$36.47 for treasurer's office supplies.

As of February 28, the balance sheet showed \$25,643.46. There was \$16,575.28 in the bank. The variance report showed \$283.49 under budget. Accounts receivable were \$5,698.31. There were \$14,059.16 in deposits. February bills paid included Dirtman: \$1,850, Cedar Mountain Software:\$107.50 (for web communications system and website update), JDM Enterprises: \$446.00 (for office services), Montana Pooper Scoopers: \$250.00, and NorthWestern Energy: \$73.72.

Jane sent late reminders to those whose dues were not yet paid, and several owners responded by making their payments.

Old Business:

Street Lights: Drew is still trying to track down the right City person to talk to about our dead street lights. John reported that Anchor Electric said we need to make a decision about our street light system soon because the current system is worn out and parts are becoming increasingly hard to find. Our options seem to be no street lights or total replacement of the system. We may need to take out a loan to finance a new system, which would require a vote of the owners. John will talk to NorthWestern Energy about providing street lights for a monthly charge. There are about a dozen intersections in the neighborhood that would need new street lights. Generic "farm yard" or "cobra head style" street lights would likely not be acceptable to our neighbors.

Responsibilities: Drew will get a document ready. We can use it to clarify who answers questions from owners as well as who contacts our contractors.

Aphids: On April 11, the Board approved via email contracting with Nature's Best to do an injection treatment for aphids on our ash street trees, and give Nature's Best the addresses of owners so they can offer concurrent treatments for yard trees at each owner's expense. Nature's Best will perform the treatment tomorrow. Deb offered to walk them around to make sure they get the right trees.

Dues/Arrears/Liens: Kathie still hasn't received copies of the latest liens from Jane. Laura will remind her again to send copies.

Response to Owner: Laura responded to an owner who had included a note with his dues concerning our pet waste contract, and received a nice note back.

Transfer Fees: At the annual meeting, the attendees voted to raise the transfer fee amount to \$500. Drew will let Jane know of the change.

Note: the authority for this change is contained in the
HMRNA Declaration of Easements, Covenants, and Restrictions
10.6 Capital Contribution; Transfer Fee.; (b) Subsequent Closings.

At each subsequent closing and transfer of title, the new Owner shall pay two hundred fifty dollars (\$250), which amount may be increased in accordance with cost of living increases as determined annually by the Association board, which shall be collected by the Association in a separate fund for the benefit of the Residential Neighborhood's Commons and, if it chooses, enhancement of the Common Area(s). The transfer fee shall not be paid by a Mortgagee who assumes title as the result of a foreclosure.

This section was amended to read as above by a vote of all owners in 2014.

New Business:

Storing Paint/Officer Eligibility Status: John offered to store the mail house paint and stain when Drew moves to his new home. He has sold the home he currently lives in, but is still the owner of the home across the street, which he rents out. The Board confirmed that since Drew is still a property owner in the neighborhood, he is eligible to remain on the board even after he no longer resides in the neighborhood.

Minor Change: Kathie said they hope to install solar panels on the roof of their garage this summer, and asked that a different Board member serve on the Architectural Review Committee in her stead when considering her Application for Minor Change. Debbie volunteered to do so.

The meeting was adjourned at 7:50 pm. The next regular Board Meeting will also be via ZOOM (<https://jccscpa.zoom.us/j/94245199462>), on May 16th at 7:00 pm.

Kathie Snodgrass
Secretary

RE: Voicemail Options



Kathleen Snodgrass <kippie_snodgrass@hotmail.com>

9/23/2022 7:34 AM

To: laromor48@gmail.com; John Shannon Cc: drew.rieker@hmrna.org; Hellgate Meadows Board

Yeah, sadly, I agree. I will work on getting the web site altered, perhaps including a short sentence about not wishing to “waste” dues money, or something of that nature...

Kathie Snodgrass
2702 O'Shaughnessy Street
Missoula, MT 59808
406-541-8639
kippie_snodgrass@hotmail.com

Sent from [Mail](#) for Windows

From: laromor48@gmail.com via board
Sent: Thursday, September 22, 2022 10:21 PM
To: [john Shannon](mailto:john.shannon@hmrna.org)
Cc: drew.rieker@hmrna.org; [Hellgate Meadows Board](#)
Subject: Re: Voicemail Options

I agree that if the volume is small, it's not worth the price. So I'm for leaving it out.
Laura

Sent from my iPhone

On Sep 22, 2022, at 1:56 PM, John Shannon <johntimshannon@gmail.com> via board <board@hmrna.org> wrote:

Thanks for doing this homework, Drew. Maybe we should delete our phone number from the website, correspondence, etc. and just go with email or snail mail for contact.

John T. Shannon
2624 O'Shaughnessy Street
Missoula, MT 59808
501.663.5557 (voice or text)

On Sep 22, 2022, at 11:27 AM, drew.rieker@hmrna.org via board <board@hmrna.org> wrote:

Hello everyone,

I wanted to get back to you on the voicemail options for the HOA. I have looked at several companies to find the basic voicemail service that also allows them to be sent to email (either transcribed or not).

Based on my research, the cheapest solution is \$10/month, and up from there. The cheapest is through Freedom Voice: [Get Cheap 800 Numbers - Just \\$9.95 / Mo. with More Minutes & Features \(freedomvoice.com\)](http://freedomvoice.com)

Seeing this pricing makes me wonder if it is truly necessary for us to have a voicemail option. Given the fact that we don't expect a lot of voicemails each month, this is a rather high cost-per-call. These days, it is rare that someone does not have access to email.

I wanted to get your thoughts on whether this is something we should proceed with or not.

Thanks,
Drew

Hellgate Meadows Residential Neighborhood Association

2625 Dublin Street ♦ Missoula, MT 59808

Board Meeting

May 16, 2023

7:00 pm, via ZOOM



Board Members Present (via ZOOM): Drew Rieker, John Shannon, Kathie Snodgrass, and Laura Morris. Debbie Goertzen was unable to attend.

John moved and Laura seconded that the meeting minutes for April be approved with the spelling of John's last name corrected. The motion was approved unanimously.

Financials:

As of April 30th, the balance sheet showed \$18,515.65. There was \$13,134.71 in the bank. The variance report showed \$872.77 net income over budget. Accounts receivable were \$2,299.26. There were no deposits, although one dues check came in too late to be recorded in April by the bank. April bills paid included Cedar Mountain Software: \$20.00; Dirtman Sprinklers: \$1850.00; JDM Enterprises: \$227.99; Montana Pooper Scoopers: \$200.00; and Northwest Energy: \$60.30.

We received a transfer fee of \$250 dated May 10, which was well after the vote to change the transfer fee to \$500 effective immediately at the March General Meeting. Drew offered to call the title company and let them know the amount is incorrect. Kathie will send the correction for the Website to Cedar Mountain this month.

The bill of May 2 for Nature's Best's aphid treatment did NOT go to Jane, so Drew will make sure she gets it and pays it ASAP.

Old Business:

Street Lights: John says that NorthWestern Energy uses wood power poles with LED lights, and they use boring technology to slip the electrical wires underground between poles. There's a form to fill out that doesn't obligate anybody, but would allow a rough cost estimate to be made. After discussion, John said that he'd proceed with getting a cost estimate and also get a photo of what the lights would look like.

Laura contacted Mirtha Becerra, our City Council rep, who forwarded her inquiry to the appropriate City staffers, but the staffers haven't responded. Laura will let Mirtha know, and perhaps she can prompt them.

Responsibilities: This is on hold, but Drew should be able to get it done this month.

Aphids: The aphid treatment was completed in April. We will know soon how effective the \$1,200 injection treatment is.

Dues/Arrears/Liens: Kathie has still not received copies of the current liens from Jane. Drew will follow up with Jane.

Paint: Drew will drop the mail house paint and stain at John's house soon.

New Business:

Mail House Paint and Stain: Painting season is approaching. We will probably need to apply 2 coats of stain to the posts and rails and paint to the replaced siding. Tentatively, volunteers will do this work June 24th at 9 am (unless it rains). We will confirm the date at the June 20 Board meeting.

Sidewalk Grinding: Mr. Congdon has not yet scheduled a day to grind the sidewalk lumps by the condos. Drew will contact him and ask when he'll be doing that.

Landscaping: It's lawnmowing, weedkilling, and irrigating season already. Be sure to tell Debbie if you notice problems in our common areas, so she can pass the info along to Dirtman and get things fixed.

The meeting was adjourned at 7:45 pm. The next regular Board Meeting will also be via ZOOM (<https://jccscpa.zoom.us/j/94245199462>), on June 20th at 7:00 pm.

Kathie Snodgrass

Secretary

Update: On May 18th, the Board voted via email not to pursue the increased transfer fee amount on the recent property sale, since the title company had called to confirm the amount before we voted to change it. See emails below.

From: drew.rieker@hmrna.org via board
Sent: Wednesday, May 17, 2023 4:22 PM
To: [Hellgate Meadows Residential Neighborhood Assoc.](#)
Subject: Transfer Fees

Hi everyone,

I wanted to provide an update from the title company regarding the short payment of transfer fees. Apparently it was due to timing. They called Jane the beginning of April when the fees were \$250, but we changed them on April 18th before the closing occurred. So it's understandable that they paid the wrong amount. They have since updated their files for our \$500 transfer fee.

I am waiting for a call back from the manager over there. They are going to advise on the best route to resolve this. We may just need to bill the homeowner for the additional \$250 if the title company doesn't make us whole.

More to come when I hear back, but I don't think it will be today based on the person's voicemail.

Thanks,
Drew

On May 17, 2023, at 5:12 PM, Kathleen Snodgrass <kippie_snodgrass@hotmail.com> wrote:

Or... we could choose not to pursue this one, since they DID call, and were told the previous number.

Kathie

Sent from [Mail](#) for Windows

On Wed, May 17, 2023, 5:16 PM Drew Rieker <drew.rieker@hmrna.org> via board <board@hmrna.org> wrote
If it comes down to billing the homeowner I would tend to agree. If the title company will cover it, then great.

Drew

From: [john Shannon](mailto:john.Shannon)
Sent: Wednesday, May 17, 2023 6:07 PM
To: [Drew Rieker](mailto:Drew.Rieker)
Cc: [Kathleen Snodgrass](mailto:Kathleen.Snodgrass); [Hellgate Meadows Residential Neighborhood Assoc.](mailto:Hellgate.Meadows.Residential.Neighborhood.Assoc.)
Subject: Re: Transfer Fees

I, too, would not pursue the homeowner.

John T. Shannon
2624 O'Shaughnessy Street
Missoula, MT 59808
501.663.5557 (voice or text)

-----Original Message-----

From: "Debbie Goertzen <debanddangoertzen@gmail.com> via board" <board@hmrna.org>
Sent: Wednesday, May 17, 2023 6:24pm
To: "Drew Rieker" <drew.rieker@hmrna.org>
Cc: "Kathleen Snodgrass" <kippie_snodgrass@hotmail.com>, "Hellgate Meadows Residential Neighborhood Assoc." <board@hmrna.org>
Subject: Re: Transfer Fees

I vote not to pursue this one.
Debbie.

From: laromor48@gmail.com
Sent: Wednesday, May 17, 2023 8:33 PM
To: [Debbie Goertzen](mailto:Debbie.Goertzen)
Cc: [Drew Rieker](mailto:Drew.Rieker); [Kathleen Snodgrass](mailto:Kathleen.Snodgrass); [Hellgate Meadows Residential Neighborhood Assoc.](mailto:Hellgate.Meadows.Residential.Neighborhood.Assoc.)
Subject: Re: Transfer Fees

I agree with Debbie.
Laura

Sent from my iPhone

From: [Kathleen Snodgrass](mailto:Kathleen.Snodgrass) <kippie_snodgrass@hotmail.com> via board
Sent: Thursday, May 18, 2023 12:03 PM

To: laura.morris@hmrna.org; [Debbie Goertzen](#)
Cc: [Drew Rieker](#); [Hellgate Meadows Residential Neighborhood Assoc.](#)
Subject: RE: Transfer Fees

Well, I vote not to pursue also in this case, so that's 4 which is the majority. I don't think there's any point in making ourselves look too hard-ass about this – or, even worse, like we went back on our word. I'd say you'd be safe having Jane deposit the check.

Kathie

Sent from [Mail](#) for Windows

From: laura.morris@hmrna.org
Sent: Thursday, May 18, 2023 11:18 AM
To: [Debbie Goertzen](#)
Cc: [Drew Rieker](#); [Kathleen Snodgrass](#); [Hellgate Meadows Residential Neighborhood Assoc.](#)
Subject: Re: Transfer Fees

Hi everyone,

So may I assume from all the replies that I can get the Check from Flying S Title to Jane, and she may deposit it? The check was dated May 10th. I still have it because of the confusion, and I have been waiting to know if I should pass it on to Jane or return it to Flying S. I guess it depends on whatever developed from Drew's conversation with the agency.

Laura

From: [Kathleen Snodgrass <kippie_snodgrass@hotmail.com>](mailto:Kathleen.Snodgrass@kippie_snodgrass@hotmail.com) via board
Sent: Thursday, May 18, 2023 12:03 PM
To: laura.morris@hmrna.org; [Debbie Goertzen](#)
Cc: [Drew Rieker](#); [Hellgate Meadows Residential Neighborhood Assoc.](#)
Subject: RE: Transfer Fees

Well, I vote not to pursue also in this case, so that's 4 which is the majority. I don't think there's any point in making ourselves look too hard-ass about this – or, even worse, like we went back on our word. I'd say you'd be safe having Jane deposit the check.

Kathie

Sent from [Mail](#) for Windows

Hellgate Meadows Residential Neighborhood Association

2625 Dublin Street ♦ Missoula, MT 59808

Board Meeting

June 20, 2023

7:01 pm, via ZOOM



Board Members Present (via ZOOM): Debbie Goertzen, Drew Rieker, John Shannon, Kathie Snodgrass, and Laura Morris.

John moved and Debbie seconded that the meeting minutes for May be approved as submitted. The motion was approved unanimously.

Financials:

As of May 31st, the balance sheet showed \$15,195.68. There was \$12,470.10 in the bank. The variance report showed \$440.29 under budget. Accounts receivable were \$2,694.02. May bills paid included Cedar Mountain Software: \$20.00; Dirtman Sprinklers: \$1850.00; Montana Pooper Scoopers: \$200.00; and Northwest Energy: \$67.20 (April) and \$56.94 (May).

Old Business:

Street Lights: John followed up with NorthWestern Energy and filled out an on-line application for having them install street lights. That is just the first phase, and they won't be accepting applications until later this year. He also found out that they have some nice-looking pendant fixtures with LED bulbs similar to the style the City has been using lately downtown. He also called their public relations person but has received no reply yet. He suggested we might want to let the Business area owner's association know about this, as they have some street lights that also need fixed and they might want to replace them with the same style and at the same time as we do. At the recommendation of NW Energy, John will call for a status update immediately after Labor Day.

Kathie reported getting a phone message about the street light that fell down and was removed at the corner of Dublin and Galway, as well as a dead tree that had been cut down on the Galway side of that corner, with a foot-high stump left. Kathie left a return message saying we were working on the street light issue and would let all our neighbors know when we get things figured out. Deb volunteered that we should have Dirtman saw that stump off flush with the ground when they come around and do the tree trimming.

Responsibilities: This is on hold, but Drew should be able to get it done this month.

Aphids: The aphid treatment was completed in April. So far, there are no signs of aphid damage in any of the street trees. Neighbors have been commenting how nice it is to not have that problem this year.

Fence Minor Change Application: Kathie received an application for a fence change and will work with the committee and the applicant to find a solution to her privacy problem on a corner lot that meets the neighborhood requirements.

The applicant also complained about the young Linden trees along O'Leary in the business district that have low limbs that completely block view of any approaching traffic when trying to turn left onto O'Leary from the alley between O'Shaughnesy & Connery or from the busy intersection at Connery and O'Leary. Drew said he'd email the business association about the need for those trees to be trimmed.

Dues/Arrears/Liens: Kathie has still not received copies of the current liens from Jane. Drew will follow up with Jane.

Paint: The painting party will be June 24th at 9 am to finish the woodwork and the new siding boards.

Website Update: Kathie hasn't finished the list of changes to send to Cedar Mountain yet.

New Business:

Upkeep Problems: We have received a complaint from a neighbor about the owner of the house next door not mowing the lawn. Drew will call the owners. Kathie will do a walk through the neighborhood tonight and look for unkempt front yards. **UPDATE:** Kathie did the walk around and found two pretty ratty looking yards that don't meet our published upkeep standards, neither of which was next door to the complainant. Kathie contacted the resident in one yard, who promised to trim the grass and pull the weeds.

Second Half Dues Letter: Drew will draft the letter, including mentioning the mail house paint, the current situation with the street lights, the dues raise for next year, street parking, this spring's aphid treatment, and the increase in the Pay Pal fee to \$5.50.

Legislative Session: Drew reported that the legislature passed a bill (SB 247) that said that homeowner association covenants that haven't been enforced in 8 years are null and void and that homeowner associations that don't meet for 15 years are legally disbanded. At this point, this doesn't affect us.

The meeting was adjourned at 7:48 pm. The next regular Board Meeting will also be via ZOOM (<https://jccscpa.zoom.us/j/94245199462>), on June 20th at 7:00 pm.

Kathie Snodgrass
Secretary

Hellgate Meadows Residential Neighborhood Association

2625 Dublin Street ♦ Missoula, MT 59808

Board Meeting

July 18, 2023

7:01 pm, via ZOOM



Board Members Present (via ZOOM): Debbie Goertzen, Drew Rieker, John Shanon, Kathie Snodgrass, and Laura Morris.

John moved and Laura seconded that the meeting minutes for June be approved with the addition of a sentence explaining that John will contact NorthWestern Energy after Labor Day, when they will again be addressing the issue, about new street lights that could be installed by NorthWestern Energy. The motion was approved unanimously.

Financials:

As of June 30, the balance sheet showed \$13, 178.81. There was \$9,801.71 in the bank. The variance report showed \$1,748.04 over budget. Accounts receivable were \$2,379.02. There were \$890.47 in deposits, including one owner who paid off their arrears, and a property transfer fee. June bills paid included Dirtman: \$1,850, Cedar Mountain Software: \$20.00 (for web communications system), JDM Enterprises: \$328.86 (for office services), Montana Pooper Scoopers: \$250.00, and Nature's Best: \$1,200 (for aphid treatment).

The NorthWestern Energy bill didn't arrive in time to be paid in June. Laura will talk to Jane about setting that bill up for automatic payment.

Old Business:

Street Lights: On hold until after Labor Day, per NorthWestern Energy's recommendation.

Street Tree Pruning: Debbie will contact Dirtman to remind them of their trimming obligation in our contract, and ask them to trim the 18-inch-high stump where somebody removed a dead tree in front of 4015 Galway. Drew will call the business district organization about the small linden trees on O'Leary that are completely obstructing the view of oncoming traffic at the corner of Connery Way and O'Leary, and see whether he can get them to trim the trees. Laura mentioned that some branches were broken by a moving van in front of 2604 and 2608 O'Shaughnesy. The branches were removed from the parking strip, but the broken stubs probably should be trimmed back to the trunks. Debbie will remind Dirtman to check for and correct any ragged broken branches.

Minor Change Request: Kathie presented a minor change request for a fencing change from an owner with an approval recommendation from the committee. John moved and Laura seconded that the request be approved. The motion was approved unanimously. Drew will sign the application and return it to Kathie, who will make sure the owner gets a copy of the approved, signed application.

Copies of Liens: Drew contacted Jane to remind her that Kathie still needs copies of the current liens for the official records.

Responsibilities: Drew is still working on the spreadsheet.

Painting the Mail House: The trim on the south side of the mail house still needs to be completed. Board members agreed to do the work September 16th at 9 am. Drew will get the paint to Kathie before then.

Website: Kathie has not yet completed the changes for Cedar Mountain to implement.

Yard Upkeep: An owner complained that several yards in the neighborhood were looking pretty ratty. Kathie did a walk-around of the neighborhood and found two yards that don't appear to be kept to our standards. One of the properties is for sale, and the other is a long-time owner's place currently occupied by her son. The son apologized for not keeping the yard up, and promised to take care of it. *[Update: the yard has been weeded and re-barked]* Drew will give the realtor for the other home a heads-up.

Semi-annual Letter to Accompany Dues Billing: The letter has been finalized and delivered to Jane for inclusion with the second half billings.

New Business:

Sidewalk Sagg: The contractor proposal for mud jacking the sunken section of sidewalk adjacent to the common area on Geary is \$400. Drew moved and John seconded that the proposal be accepted and in addition that the contractor be asked to jack the sidewalk at the north side of the mail house and pay up to \$400 for that additional work. The motion passed unanimously.

The meeting was adjourned at 7:51 pm. The next regular Board Meeting will also be via ZOOM (<https://jccscpa.zoom.us/j/94245199462>), on August 15th at 7:00 pm.

Kathie Snodgrass

Secretary

RE: Voicemail Options



Kathleen Snodgrass <kippie_snodgrass@hotmail.com>

9/23/2022 7:34 AM

To: laromor48@gmail.com; John Shannon Cc: drew.rieker@hmrna.org; Hellgate Meadows Board

Yeah, sadly, I agree. I will work on getting the web site altered, perhaps including a short sentence about not wishing to "waste" dues money, or something of that nature...

Kathie Snodgrass
2702 O'Shaughnessy Street
Missoula, MT 59808
406-541-8639
kippie_snodgrass@hotmail.com

Sent from [Mail](#) for Windows

From: laromor48@gmail.com via board
Sent: Thursday, September 22, 2022 10:21 PM
To: [john Shannon](mailto:john.Shannon)
Cc: drew.rieker@hmrna.org; [Hellgate Meadows Board](#)
Subject: Re: Voicemail Options

I agree that if the volume is small, it's not worth the price. So I'm for leaving it out.
Laura

Sent from my iPhone

On Sep 22, 2022, at 1:56 PM, John Shannon <johnshannon@gmail.com> via board <board@hmrna.org> wrote:

Thanks for doing this homework, Drew. Maybe we should delete our phone number from the website, correspondence, etc. and just go with email or snail mail for contact.

John T. Shannon
2624 O'Shaughnessy Street
Missoula, MT 59808
501.663.5557 (voice or text)

On Sep 22, 2022, at 11:27 AM, drew.rieker@hmrna.org via board <board@hmrna.org> wrote:

Hello everyone,

I wanted to get back to you on the voicemail options for the HOA. I have looked at several companies to find the basic voicemail service that also allows them to be sent to email (either transcribed or not).

Based on my research, the cheapest solution is \$10/month, and up from there. The cheapest is through Freedom Voice: [Get Cheap 800 Numbers - Just \\$9.95 / Mo. with More Minutes & Features \(freedomvoice.com\)](https://freedomvoice.com)

Seeing this pricing makes me wonder if it is truly necessary for us to have a voicemail option. Given the fact that we don't expect a lot of voicemails each month, this is a rather high cost-per-call. These days, it is rare that someone does not have access to email.

I wanted to get your thoughts on whether this is something we should proceed with or not.

Thanks,
Drew

Hellgate Meadows Residential Neighborhood Association

2625 Dublin Street ♦ Missoula, MT 59808

Board Meeting

August 15, 2023

7:03 pm, via ZOOM



Board Members Present (via ZOOM): Debbie Goertzen, Drew Rieker, John Shanon, and Kathie Snodgrass. Laura Morris was unable to attend. Susan Quinn, who recently purchased a house on O'Shaughnesy Street and moved to our neighborhood, also attended and expressed interest in becoming a Board Member.

John moved and Debbie seconded that the meeting minutes for July be approved as submitted. The motion was approved unanimously.

Financials:

As of July 31, the balance sheet showed \$29,719.59. There was \$6,821.38 in the bank. The variance report showed \$1,626.18 over budget. Accounts receivable were \$21,354.02, but that should drop dramatically as second half dues payments come in. Bills paid included Dirtman: \$1,850, Cedar Mountain Software: \$20.00 (for web communications system), Montana Pooper Scoopers: \$200.00, Pro Level UC: \$400 (for mud jacking) and Congdon Made \$260 for sidewalk bump grinding.

Old Business:

Street Lights: John will check back with NorthWestern Energy right after Labor Day.

Landscaping and Pruning: The City did some pruning prior to seal coating the streets, but they didn't prune everything, only what they thought might be damaged by lifted dump truck beds during the seal coating. The smaller trees, trees in the park, and a few street trees remain to be pruned. Debbie will update Dirtman and let them know what remains to be done, including the stump.

Dirtman cleaned the pump screen and back pressure valve, increasing the water pressure so the sprinklers would operate properly.

Drew hasn't yet asked the business area association to trim the small linden trees blocking the view of traffic approaching the Connery/O'Leary intersection, but he will.

Lien Reports: Drew is waiting for Jane to get caught up after her illness, then will remind her about this again.

HMRNA Website: Cedar Mountain has the update documents and the corrections should be completed in the next few days.

Mail House: Some of the railings are a little loose. Drew will add some screws to tighten the connections when we finish painting the mail house on September 16th.

The section of sidewalk on the north side of the mail house that has sunk on one end and raised on the other, making two drops about an inch high, can't be mud jacked back into alignment. The section of sidewalk will need to be removed and replaced. We will do it next year, since our bank account is a little low right now.

Responsibilities List: Drew is still working on this.

New Business:

New Board Member: Drew moved and John seconded that Susan Quinn be added as an interim Board Member until the next General Meeting. The motion passed unanimously. Welcome Susan. Drew will get her added to the board@hmrna.org mailing list.

HMRNA Messaging: There is a problem with our website messaging and one of the email services (gmail). Susan said she thinks she knows how to fix it. She will take a look and fix it if it's what she thinks it is.

Upcoming Resignation: Since Drew no longer lives in the neighborhood (though he still owns a home here), he would like to resign at the next General Meeting, and concentrate on the homeowner's association for his new neighborhood. He decided to let us know ahead of time, so we can work on getting new candidates for President.

Solar Roof Request for Minor Change: The architectural review committee (Kathie recused herself and Debbie sat in as the third member) recommends approving the request from Snodgrasses to put solar panels on their garage. Deb moved the board do so, and John seconded. The motion was approved unanimously. This is the second garage roof solar installation in our neighborhood.

Fiber Optics: Cables are being pushed underground in alleys throughout our neighborhood. Junction boxes will be installed in several locations. When the work is completed, residents will be able to get high-speed internet service from this new provider.

Porch Replacement: Kathie reported that the homeowners across the street from her will be replacing their front porch. They will be removing the mass of concrete that has sunk on one side and is wrenching the porch roof off the house, and replacing it with a wooden porch. Other than that, the porch (roof, columns, etc.) will remain the same. Since it will be the same size and have substantially the same appearance once the work is completed, a Request for Minor Change is not required.

The meeting was adjourned at 7:45 pm. The next regular Board Meeting will also be via ZOOM (<https://jccscpa.zoom.us/j/94245199462>), on September 19th at 7:00 pm.

Kathie Snodgrass

Secretary

RE: Voicemail Options



Kathleen Snodgrass <kippie_snodgrass@hotmail.com>

9/23/2022 7:34 AM

To: laromor48@gmail.com; john Shannon Cc: drew.rieker@hmrna.org; Hellgate Meadows Board

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Kathie Snodgrass
2702 O'Shaughnessy Street
Missoula, MT 59808
406-541-8639
kippie_snodgrass@hotmail.com

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From: laromor48@gmail.com via board
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To: [john Shannon](mailto:john.Shannon)
Cc: drew.rieker@hmrna.org; [Hellgate Meadows Board](#)
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Laura

Sent from my iPhone

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John T. Shannon
2624 O'Shaughnessy Street
Missoula, MT 59808
501.663.5557 (voice or text)

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Hello everyone,

I wanted to get back to you on the voicemail options for the HOA. I have looked at several companies to find the basic voicemail service that also allows them to be sent to email (either transcribed or not).

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I wanted to get your thoughts on whether this is something we should proceed with or not.

Thanks,
Drew

Hellgate Meadows Residential Neighborhood Association

2625 Dublin Street ♦ Missoula, MT 59808

Board Meeting

September 19, 2023

7:00 pm, via ZOOM



Board Members Present (via ZOOM): Debbie Goertzen, Drew Rieker, John Shannon, Kathie Snodgrass, Laura Morris, and Susan Quinn .

John moved and Debbie seconded that the meeting minutes for August be approved as corrected. The motion was approved unanimously.

Financials:

As of August 31, the balance sheet showed \$26,914.33. There was \$15,676.64 in the bank. The variance report showed \$1,377.19 more income than budgeted and \$933.94 less expense than budgeted. Accounts receivable was \$8,955.81, which was reduced to \$5,637.58 as of September 19th. There were 7 deposits totaling \$13,313.96.

Bills paid included Dirtman: \$1,850, Cedar Mountain Software: \$20.00 (for web communications system), JDM Enterprises: \$541.00 (for office services), Montana Pooper Scoopers: \$250.00, and NorthWestern Energy: \$219.12.

Old Business:

Street Lights: John reported that NorthWestern Energy hasn't set their fee schedule yet and his contact was promoted and unavailable to work with us anymore. However, they said the person who fills that position will be briefed, and able to work with us after they are on-boarded.

Landscape: Deb hasn't been able to connect with Dirtman recently, probably because they're in the midst of winterizing systems. Some of the branches of the small linden trees that were blocking the view of O'Leary street for people exiting the alley have been hacked off by persons unknown, leaving unsightly stubs. Hopefully, they will be re-trimmed properly once the leaves fall.

Liens: Drew will contact Jane about getting the latest copies to Kathie.

Mail House: Painting is complete, and the rails have been tightened. A small banner that came (for free) from the Little Free Library organization has been attached to the mail house. Letting people know there's a Little Free Library there.

Responsibilities List: Susan will take over this project.

Gmail: Susan managed to resolve the problem, and email messages with gmail addresses are working again. The Web updates were completed by Cedar Mountain.

Fiber Optics: Drew asked TDS for a packet of information about this service that should be available in our neighborhood early next year.

New Business:

Landscape: The injected aphid treatment this spring worked so well that we will not do an aphid treatment this fall, but will have the trees injection treated again next spring.

The meeting was adjourned at 7:50 pm. The next regular Board Meeting will also be via ZOOM (<https://jccscpa.zoom.us/j/94245199462>), on October 17th at 7:00 pm.

Kathie Snodgrass

Secretary

Update: By unanimous email vote, the meeting in October was cancelled. The next Board meeting will be November 21st at 7 pm via ZOOM.

No Board Meeting was held in October of 2023.

Hellgate Meadows Residential Neighborhood Association

2625 Dublin Street ♦ Missoula, MT 59808

Board Meeting

November 21, 2023

7:00 pm, via ZOOM



Board Members Present (via ZOOM): Debbie Goertzen, Drew Rieker, John Shannon, Kathie Snodgrass, and Laura Morris. Susan Quinn was unable to attend.

John moved and Laura seconded that the meeting minutes for September be approved as corrected. The motion was approved unanimously.

Financials:

As of October 31, the balance sheet showed \$22,183.57. There was \$17,113.99 in the bank. The variance report showed \$22.49 more income than budgeted and \$579.08 less expense than budgeted. Accounts receivable were \$4,717.88. There were \$1,325.00 in deposits. October bills paid included Dirtman: \$1,850, Cedar Mountain Software: \$20.00 (for web communications system), JDM Enterprises: \$166.54 (for office services), Montana Pooper Scoopers: \$200.00, and NorthWestern Energy: \$202.48.

Seven payments have come in since Jane sent out the reminder letters, including one large payment that reduced the amount owed by roughly half.

The Board clarified that the financial report of "bills paid" should reflect the bills for which reimbursement was issued during the month, not the transactions that cleared the bank.

Old Business:

Street Lights: John and NorthWestern Energy have been playing phone tag, so there is nothing new to report. After a short discussion, Kathie moved and Debbie seconded that John and either Kathie or Debbie (depending on who's available) be authorized to meet the NorthWestern Energy technician to establish the locations for the new street lights on the ground. The motion passed unanimously.

Landscaping: Debbie reports the sprinklers have been blown out for the winter. Debbie and Kathie flagged trees that Dirtman should prune, and the pruning was completed last week. Debbie will ask the contractor we worked with last year for an estimate for 2024 injection treatment for aphids.

Liens: Drew emailed Jane, asking her to send the updated lien documents to Kathie.

Responsibilities: Susan shared a document for everybody to fill out, but Debbie and Kathie didn't get it.

Vacancy: Drew will resign from the Board at the end of December. We will need to appoint a new President to fill in until the next General Meeting in the spring.

Budget: Laura presented a draft budget for 2024. The Board generally felt her approach of increasing expenses by roughly the rate of inflation was appropriate. Board members will check on a few items, and the budget will be finalized at the December meeting.

Tax Preparer: Our longtime tax accountant may be retiring soon. Drew will check with him on a recommended replacement, if this is so.

New Business:

TDS: TDS will soon have fiber cables in place to provide TV/land line phone/internet service to our neighborhood. They will offer several package choices, two different service speeds, and two different recorded programming capacities. They don't provide cellular phone service. Joey Hallenbach explained what they can provide and said neighbors who are interested can find contact information on the flyers they have mailed and left at each home.

Website: We need to replace the generic photos on our Website with photos of our neighborhood. Debbie will send Kathie some photos. Kathie has a file she will combine with that, and provide direction for which photo should go on which page next time she asks Cedar Mountain to update the site.

The meeting was adjourned at 8:36 pm. The next regular Board Meeting will also be via ZOOM (<https://jccscpa.zoom.us/j/94245199462>), on December 19th at 7:00 pm.

Kathie Snodgrass

Secretary

Hellgate Meadows Residential Neighborhood Association

2625 Dublin Street ♦ Missoula, MT 59808

Board Meeting

December 19, 2023

7:01 pm, via ZOOM



Board Members Present (via ZOOM): Debbie Goertzen, Drew Rieker, John Shannon, Kathie Snodgrass, Laura Morris, and Susan Quinn .

John moved and Debbie seconded that the meeting minutes for November be approved as corrected (Mr. Shannon's name was misspelled). The motion was approved unanimously.

Financials:

The financial report was missing some information due to our bookkeeper's family emergency. As of November 30, there was \$16,198.48 in the bank. Bills paid included Dirtman: \$1,850, Cedar Mountain Software: \$20.00 (for web communications system), JDM Enterprises: \$159.34 (for office services), Montana Pooper Scoopers: \$250.00, and Northwestern Energy: \$73.27.

Old Business:

Street Lights: John reported that Northwestern Energy has not been answering his messages. He suspects his contact may be on leave. He will get on line and look for another contact after the first of the year.

Landscaping: Debbie received the cost Dirtman will charge for 2024. There will be no increase in cost. The board voted unanimously to accept that cost. Debbie will sign the contract by Board authorization and return it to Dirtman.

Debbie will call the provider we used last year about aphid treatment after the first of the year.

Liens: Drew received no response from Jane about getting copies of the current Liens to the Secretary, probably due to her family emergency. He will follow up with her.

Responsibilities: Susan just re-emailed the link to the document.

Resignation/Appointment: As of the end of this meeting, Drew Rieker has resigned as a member of the HMRNA Board. All the Board members thanked him for his many years of service. The Board acted to change responsibilities for the duties Drew has performed. Kathie moved and John seconded that Susan Quinn be granted administrator authority (replacing Drew) for our email account, and that she remove Drew and Roberta from the account. The motion was approved unanimously. Susan will also set up a Google Meet address to replace the ZOOM account that Drew set up for our monthly meetings and take care of the Secretary of State filing for HMRNA in the new year.

John moved and Debbie seconded that Susan Quinn be appointed the new Board President until the next election at our spring General Meeting. The motion was approved unanimously. Congratulations and thank you, Susan!

Budget: HUB Insurance is offering us an option to acquire terrorism insurance along with our liability insurance. Since the terrorism coverage would only be for a nationally declared act of terrorism, and since the possibility of such an act affecting our mail house, the Board will not acquire that coverage. HUB also wants to know whether there are Air B&Bs in our neighborhood. We do not track that information. We have no policy on Air B&Bs, and rely on the City regulations. We will budget for liability insurance without the terrorism rider.

We have heard a rumor that our long -time tax preparer, Carl Rummel, will be retiring and closing his business. Since our contact with Carl was always through our bookkeeper, Jane, Drew will ask Jane about it, and if it is true, see whether she has a recommendation on another tax preparer. We will increase the tax preparation cost by 5% for inflation.

After reviewing the proposed 2024 budget, which included income at the new \$378/property amount voted on at the 2023 General Meeting, and expenses mostly the 2023 budgeted amounts plus 5% for inflation, the Board decided to balance income and expenses by adding funds to the Street Light item. This balanced the budget. John moved and Debbie seconded that this budget be adopted. The motion passed unanimously. See attached.

New Business:

Website: Should we change the method of electronic dues payment to a less expensive method? Susan suggested that perhaps we could do it directly from our Website without going through PayPal. She will investigate this possibility, and also check with our Bookkeeper to make sure there aren't any unintended difficulties. Susan will let the Board know what she finds out about dues payments.

Susan also offered to be the contact with Cedar Mountain for our Website updates, and may be able to do some updates herself. Kathie said she'd be delighted to turn that responsibility over to Susan. Drew moved and Debbie seconded that Susan be the Website Administrator for HMRNA. The motion passed unanimously.

January Meeting: John offered to host the Board for dinner and meeting at his house on January 16th. Dinner will commence at 5:30 with the meeting following at 7 pm.

The meeting was adjourned at 8:04 pm.

Kathie Snodgrass
Secretary

2024 Income and Expense Budget Statement

Annual Dues: \$378

		2023Budget	As of 10/31/23	Over/Under Budget	2024Budget	
		Sum:	Sum:	Sum:	Sum:	
Income		\$39180.00	\$40927.57	\$1770.93	\$46286.00	
	4000 - Assoc. Dues & Fees	\$38,610.00	\$38,611.89	\$1.89	\$44,226.00	117 X 378
	4100 - Transfer Fees	\$500	\$2,250.00	\$1,750.00	\$2,000.00	\$500 per transfer
	4104 -Paypal Fees	\$0.00	\$7.36	\$7.36	\$0.00	
	4110 - Late Fees	\$70.00	\$58.32	\$11.68	\$60.00	\$5 per month
		\$0.00	\$0.00	\$0.00	\$0.00	
	Total Revenue	\$39180.00	\$40927.57	-\$1747.57	\$46286.00	
Expenses						
		2023 Budget	As of 10/31/23	Over/Under Budget	2024 Budget	Notes
Expenses		\$26630.00	\$23044.30	\$849.32	26876.00	
	6115 - Annual Report-Sec. Of State	\$20.00	\$20.00	\$0.00	\$0.00	
	6120 - Bank Fees	\$0.00	\$0.00	\$0.00	\$0.00	
	6130 - Collection Expense	\$0.00	\$0.00	\$0.00	\$0.00	?
	6170 - Equipment Rental	\$0.00	\$0.00	\$0.00	\$0.00	
	6175 - Filing Fees	\$0.00	\$0.00	\$0.00	\$0.00	
	6180 - Liability Insurance	\$2,110.00	\$1,758.30	-\$0.02	\$2,376.00	Up from 2,215
	6200 - Landscape Maintenance/Snow Removal	\$24,000.00	\$19,700.00	-\$300.00	\$24,000.00	\$1,850/mo.
	6210 - Park Improvements	\$500.00	\$1,566.00	\$1,149.34	\$500.00	
	6220 - Property Repairs & Maintenance	\$8070.00	\$3114.98	-\$3609.98	\$12930.00	
	6220-1 Mail House	\$250.00	\$9.98	-\$198.34	\$1,000.00	
	6220-2 Street Lights	\$4,570.00	\$245.00	-\$3,563.32	\$7,950.00	
	6220-3 Mutt Mitt Stations	\$3,000.00	\$2,200.00	-\$300.00	\$2,730.00	\$52.50 per week
	6220-4 Well Pump Maint. & Repair	\$0.00	\$0.00	\$0.00	\$0.00	
	6220-5 Sidewalk Repairs	\$250.00	\$0.00	-\$208.32	\$250.00	
	6220-6 Landscape Repair	\$0.00	\$660.00	\$660.00	\$1,000.00	Level cement on no. side of mail house.
Utilities		\$1000.00	\$1337.18	\$503.86	\$2060.00	
	6250 - Electrical	\$1,000.00	\$1,337.18	\$503.86	\$2,060	\$172.52/mo
Professional Fees		\$2950.00	\$2591.83	\$100.19	\$3620.00	
	6270-1 Tax Preparation	\$200.00	\$150.00	-\$50.00	\$210.00	
	6270-2 Bookkeeping Fees	\$2,200.00	\$2,166.00	\$332.68	\$2,800.00	
	6270-3 Bookkeeping Postage & Supp	\$300.00	\$275.83	\$25.83	\$350.00	
	6270-4 Legal	\$250.00	\$0.00	-\$208.32	\$260.00	
Miscellaneous		\$530.00	\$396.47	-\$45.21	\$800.00	
	6280 - Special Events	\$0.00	\$0.00	\$0.00	\$250.00	
	6285 - Miscellaneous Supplies	\$30.00	\$36.47	\$11.47	\$50.00	
	6290 - Telephone	\$0.00	\$0.00	\$0.00	\$0.00	
	6295 - Website Expense	\$500.00	\$360.00	-\$56.68	\$500.00	
	Total Expenses	38650	\$30484.76	-\$2201.82	\$46286.00	
	Total Excess (Deficit)				\$0.00	