

Hellgate Meadows Residential Neighborhood Association

2625 Dublin Street ♦ Missoula, MT 59808



Board Meeting

January 18, 2022

6:31 pm, via ZOOM

Board Members Present (via ZOOM): Debbie Goertzen, Drew Rieker, Jim Polk, Kathie Snodgrass, and Roberta Smith. Laurie Fliger was unable to attend.

Roberta moved and Jim seconded that the meeting minutes for November 2021 be approved as presented. The vote was unanimous. There was no meeting in December 2021.

Financials:

As of December 31st, the balance sheet showed \$11,729.91. There was \$7,164.00 in the bank. The variance report showed \$15,756.77 under budget, since we did not do any capital improvements in 2021. Accounts receivable were \$2,455.00. Only two accounts were in arrears more than \$500.00.

December bills paid included Dirtman: \$1,850, JDM Enterprises: \$127.50 (for office services), NorthWestern Energy: \$86.51, Anchor Electric: \$180.00, Montana Pooper Scoopers: \$250.00, and American Trust: \$2,110.00 (liability insurance).

Old Business:

Street Lights: Anchor Electric discovered that the service wire between two of the lights on O'Shaughnesy Street had broken. They will try to temporarily run power through the ground wire until the ground thaws and they can accurately locate the break and dig up the line to repair it. Unfortunately, the location could be under the street because the lights were wired in a zig-zag pattern back and forth across the street from post to post. Roberta will ask them to prioritize this work as soon as the ground thaws.

Mutt Mitts: Roberta reported that Tim at Montana Pooper Scoopers said the only way he knows to cut down on garbage deposits in the dog waste containers is to add a garbage can at the stations, and chain the cans to the post. He said he could supply cans and would empty the garbage cans at no additional cost. Roberta will find out what the garbage can's he's offering to supply look like, and what they would cost. We don't want eyesores in the common areas.

Web Updates: Kathie emailed the web updates to Cedar Mountain and they're nearly done.

New Business:

New Contractor Contacts: Roberta is feeling a little overloaded, and would prefer to have somebody else be the primary contact with Anchor Electric and Montana Pooper Scoopers. Jim volunteered. Roberta will give him their contact information and call both companies to explain the contact transfer. Jim will also make sure all the light posts have letters on them.

Annual Meeting Notice Letter: Drew will draft a letter to go out with the first half dues statements that will include the situation with the street lights, the date & time of the March 15 Annual Meeting with the ZOOM link, and our accomplishments last year. He'll send it out for the other Board members to review tomorrow.

The meeting was adjourned at 7:15 pm. The next regular Board Meeting will also be via ZOOM, on February 15th at 6:30 pm.

Kathie Snodgrass
Secretary

Hellgate Meadows Residential Neighborhood Association

2625 Dublin Street ♦ Missoula, MT 59808

Board Meeting

February 15, 2022

6:30 pm, via ZOOM



Board Members Present (via ZOOM): Debbie Goertzen, Drew Rieker, Jim Polk, Kathie Snodgrass, Laurie Fliger, and Roberta Smith.

Roberta moved and Debbie seconded that the meeting minutes for January be approved as presented. The vote was unanimous.

Financials:

As of January 31st, the balance sheet showed \$24,234.88. There was \$5,127.01 in the bank. The variance report showed \$50.76 over budget. Accounts receivable were \$19,260.00. January bills paid included Dirtman: \$1,850 for December and \$1,850 for January, JDM Enterprises: \$108.80 (for office services), Anchor Electric: \$179.94, Montana Pooper Scoopers: 200.00, and NorthWestern Energy: \$195.46.

Old Business:

Street Lights: Jim and Roberta report that Anchor Electric has submitted a bill for \$585 covering Jeff's work trying to find and fix our streetlight problem. He was unable to run power through the ground wire, so we are just without streetlights in that area until spring, when he can detect the actual location of the line break and fix it.

Mutt Mitts: Jim will follow up with Montana Pooper Scoopers on what sort of garbage cans they propose to provide, and the cost for the two stations in the Dublin common area. There is some concern that the cans be aesthetically fitting for our neighborhood, not just galvanized steel.

Web Updates: Kathie reported that the updates have been completed by Cedar Mountain. Our Website now contains all the property owner documents, forms, correct info, etc., except Roberta pointed out that the PayPal info has the old dues amount on it. Kathie will put a corrected instruction sheet that doesn't list the amount, and doesn't mention paying without setting up a PayPal account into her file for the next update. She will also make sure the actual current amount is shown prominently on the Dues web page. We will probably want some minor update work to be done every couple months, so we can show recent Board meeting notes.

Annual Meeting: The meeting will once again be via ZOOM this year (hopefully, it will be in person in 2023). It will be March 22 at 6:30 pm, as stated in our Annual Letter, which went out January 19th. Agenda items will include introductions, last year's meeting minutes, financials/budget, painting the mail house, accomplishments, resident ideas and questions, garbage cans in the park, a potential dues raise, a potential raise in transfer fees, and new Board members.

New Business:

Weebly and Voice Mail Messaging: All Board members received an email reminding us that our Weebly account for our Web page will automatically renew for \$72. This was arranged through Cedar Mountain. We've been getting messages from owners complaining that they didn't hear back when they left phone messages. Our voice mail messaging must not be working. Drew will talk to Cedar Mountain about that.

The meeting was adjourned at 7:45 pm. The next regular Board Meeting will also be via ZOOM, on April 19th at 6:30 pm.

Kathie Snodgrass
Secretary

Hellgate Meadows

Residential Neighborhood Association

2625 DUBLIN STREET, MISSOULA, MT 59808

board@hmrna.org • (406) 823-0446



General Meeting Notes

March 15, 2022 • 6:30 pm • Held Virtually via ZOOM

Call to Order

President Rieker called the meeting to order at 6:35 pm

Board Member Introductions

Board members Drew Rieker (President), Kathie Snodgrass (Secretary), Debbie Goertzen (Landscape Upkeep), Jim Polk (Mutt Mitts and Street Lights), and Laurie Fliger (Bulletin Board) introduced themselves and explained where they live and what they do as Board members. Roberta Smith (Treasurer) was unable to attend.

Neighbor Introductions

Neighbors John Shanon and Laura Morris introduced themselves and explained where they live.

Meeting Minutes from Last Year's General Meeting

Kathie read the minutes from the March 16, 2021 General Meeting, which was also conducted via ZOOM, due to the COVID pandemic. Debbie moved and Laurie seconded that the minutes be accepted as read. The motion carried unanimously.

Budget and Financial Issues

At the end of 2021, we had \$11,729.91 in the bank. Our profit and loss statement showed \$463 over budget for revenue. Expenses were \$17,293.23 lower than we'd budgeted. Overall, we were \$15,756.77 under budget. This is because we didn't build a shelter at the Dublin Street Common Area that had been in the budget. The bids were much higher than expected and residents expressed little interest in the shelter once the City said the common area could be added to a City Park that will abut that area once the alfalfa field to the west of Hellgate Meadows is developed for housing. However, we did have significant unanticipated costs for repairing and upgrading the irrigation in the Dublin Street Common Area and the triangular common area across Dublin Street from it.

Our 2022 budget shows the increased dues that were approved at the last General Meeting, which resulted in an anticipated increase in revenue, but we also expect high landscape maintenance costs and recently learned we will have some unusual costs for lighting repairs on the south end of O'Shaughnesy Street and adjacent areas, where an underground line broke. We actually could have a budget deficit of around \$2,500 that will have to be covered by reserve funds.

Accomplishments

Drew summarized the accomplishments of the Association during the past year, including: major accomplishments from 2021 and things to come in 2022:

- Storing dog waste pickup signs and “Drive like your kids live here” signs in the new storage room at the mail house.
- The newly installed sidewalks at the mail house are proving very useful to provide access during winter.
- Bulletin board at the mail house is consistently updated with new information – check it out next time you get your mail!
- New dog waste contractor, Montana Pooper Scoopers, was hired. Many thanks to our neighbors, the McKenzies, for taking care of these duties between the resignation of our old provider and hiring our new provider.
- Reactivated the HMRNA website (<http://www.hmrna.org/>) and completed phases 1 and 2 of updates. All owner documents are now available on the Website, along with all policies, meeting minutes, budgets, and other important information for homeowners.
- Jim Polk joins the board of directors this year. Drew Rieker assumed the President’s role after resignation of former president Jason Suchecki, whose many years as president are greatly appreciated. Also, a big thank you to former board members Hannah Sackett and Carol McKenzie for their service.
- In late summer, the landscape contractor reworked and added to the sprinkler system in the Dublin Street Common Area and the common area triangle east of Dublin Street to water the grass more adequately.
- A Little Free Library has been assembled and will be installed at the Mail House in the Spring.
- Several repairs and improvements have been made to our streetlights during the year.

Old Business

Mail House Improvements: We tried to get the business area association to reimburse us for the extra cost of moving the water line when the new sidewalk was constructed, because the relocation was more extensive than would have been necessary. The business area landscape contractor did more extensive relocation work to make any future adjustments easier. We were not successful. In addition, they did not re-sod the disturbed lawn area. As a result, we will be doing that work this spring.

The mail house needs painting and repair. Due to high costs and a shortage of available contractors, we will be looking for volunteers this summer to help with painting and repair. Please look for more information this summer. John and Laura both expressed interest in helping with this.

Street Light Repairs: Recently the lights on O’Shaughnesy and O’Leary have gone dark, and our electrical contractor is attempting temporary repairs. However, the permanent fix will need to wait until spring because the contractor can’t locate the exact site of the line break nor excavate the area to repair it until the ground thaws.

Garbage in the Dublin Street Common Area: Our dog waste disposal contractor said that people are using the dog waste disposal containers as garbage cans, causing them to fill before the weekly service day. This is common all over the City, and the only way to eliminate the problem is to install an adjacent container for regular trash.

The contractor has offered to purchase cans at cost and install them at no cost in the Dublin Street Common Area. The dog waste containers in the oval by the mail house are not affected by this problem. Jim will get information from the contractor about the garbage can cost and appearance. There is concern that they not be standard galvanized garbage cans, because those would detrimentally affect the look of the area.

New Business

Dues: At the general meeting last year, we voted to raise the dues at mid-year (the first time since 2014). With inflation now rearing its ugly head, and the specter of expensive street light repairs looming, we are wondering whether they should be raised again. Laura said she felt dues shouldn't be raised beyond the inflation rate, because there are a lot of retired people in our neighborhood who may struggle if costs go up too much. Drew suggested that the dues be routinely raised each year by the maximum allowable amount they can be raised without a general membership vote (15%), so that we'd have enough to do more improvements. A board member suggested raising the dues some amount every year, unless the Board decided to declare a "dues holiday" if more funds aren't needed.

Drew explained that we're trying to catch up from 7 years of not increasing dues to match costs. The alternative to raising dues would be cutting services. Debbie pointed out that 15% only amounts to a total increase of about \$3,000, which could be completely obliterated by one major repair. After a discussion about the budget and costs of everything provided by dues, Debbie moved and Laurie seconded that the dues be raised to \$330 per year starting in 2023. The motion was approved unanimously. As with the last dues raise, property owners will be notified of the raise with their second half dues statement.

The discussion then turned to transfer fees. The current fee is intended to cover HMRNA paperwork and accounting costs associated with a change in ownership of a property. Drew wondered whether we were charging enough. Other homeowner associations in this area charge between \$200 and \$400. Drew suggested we might want to raise the fee to \$300. He will check our incorporation documents to find out what's allowed.

Opportunity to Help Plan a Park: Kathie said that yet another developer is planning work west of Flynn Lane. This development will be just north of the England Boulevard intersection. A large public (City) park is planned, and people in the neighborhood are invited to provide input about what they'd like to see at the park by attending an open house at Hellgate School Building 3 on March 30th between 5:45 and 7:30 pm.

Board Members: We currently have six Board members. Our incorporation documents allow there to be five to nine Board members, that are elected each year at the General Meeting. All the current Board members expressed a desire to have at least one or two more Board members. Laura and John both said they might be interested, but would like to hear more about the job, and asked if they could meet with a current member for coffee and discuss it. Kathie volunteered to meet with them next week, and will call them tomorrow to arrange it.

Since nobody else wanted to run for a Board position, Kathie moved and Laurie seconded that the existing Board members be elected by acclimation to serve for another term. The vote was unanimous in favor.

Resident Ideas and Questions: Laura commented that it appeared that our phone message system is not working. Drew will contact our Web contractor and get that fixed.

John commented that people continue to park in areas where the curb is painted yellow, expressed concern that emergency vehicles couldn't get into the neighborhood if needed when people are parked on the yellow, and asked what we could do about that. Since that is City right-of-way, and those people are violating a City ordinance, a call to the City is appropriate if the people don't respond to a friendly reminder that parking on the yellow is illegal. A couple of Board members said that the City police are quite responsive to these situations.

Laura expressed concern about a hole that developed in her neighbor's front yard over the winter. She was thinking it might be a leak in an irrigation or water line, and asked who would be responsible for repair. Kathie said that if it was an irrigation line, it would be the property owner's irrigation, not HMRNA's irrigation line, since it is between the sidewalk and the home. And if it is a drinking water line, the City of Missoula only is responsible for the main supply lines in the street, and the homeowner is responsible for the line that feeds their home from the main. So no matter which it turns out to be, it's the homeowner who is responsible for fixing it.

Adjournment: The meeting was adjourned at 7:45 pm.

Kathie Snodgrass
Secretary

2021 INCOME AND EXPENSE BUDGET STATEMENT

Annual Dues: \$260

				2020 Budget	as of 10-31-2020	Over/Under Budget	2021 Budget	
ORDINARY INCOME/EXPENSE								
INCOME								
4000	Association Dues/Fees			\$ 30,420.00	\$ 30,420.00	\$ -	\$ 30,420.00	
4100	Transfer Fees			\$ 1,500.00	\$ 2,500.00	\$ 1,000.00	\$ 1,500.00	
4105	Paypal Fees				\$ 9.54			
4110	Late Fees			\$ 50.00	\$ 130.00	\$ 80.00	\$ 50.00	
Total Income:				\$ 31,970.00	\$ 33,059.54	\$ 1,089.54	\$ 31,970.00	
EXPENSE								
6115	Annual Report-Secretary of State			\$ 20.00	\$ 20.00	\$ -	\$ 20.00	
6120	Bank Fees			\$ -	\$ -			
6130	Collection Expense			\$ 25.00	\$ -	\$ (25.00)	\$ -	
6175	Filing Fees			\$ 25.00	\$ -	\$ (25.00)	\$ -	
6180	Liability Insurance			\$ 2,200.00	\$ 1,758.34	\$ (441.66)	\$ 2,200.00	
6200	Landscape Maintenance/Snow Removal (\$1700/Mo)			\$ 20,400.00	\$ 17,000.00	\$ (3,400.00)	\$ 22,200.00	
6210	Park Improvements			\$ 10,000.00	\$ -	\$ (10,000.00)	\$ 24,000.00	(For the picnic shelter - this would come from the \$25,296 reserves)
6220	Property Repairs and Maintenance							
	6220-1	Mail House		\$ 4,000.00	\$ 3,000.00 *	\$ (1,000.00)	\$ 1,000.00	
	6220-2	Street Lights		\$ 250.00	\$ 369.64	\$ 119.64	\$ 250.00	
	6220-3	Mutt Mitt Stations		\$ 2,000.00	\$ 2,497.22	\$ 497.22	\$ 2,000.00	
	6220-4	Well Pump		\$ -	\$ -			
	6220-5	Sidewalk Repair Reimbursement		\$ 250.00	\$ -	\$ (250.00)	\$ 250.00	
	TOTAL 6220-PROPERTY REPAIRS/MAINTENANCE			\$ 6,500.00	\$ 5,866.86	\$ (633.14)	\$ 3,500.00	
6250	Utilities-Electric (Well Pump/Street Lights/Mail House Lights)			\$ 1,750.00	\$ 712.10	\$ (1,037.90)	\$ 1,750.00	
6270	Professional Fees							
	6270-1	Accounting (Annual Tax Preparation)		\$ 135.00	\$ 130.00	\$ (5.00)	\$ 135.00	
	6270-2	Bookkeeping		\$ 2,000.00	\$ 1,815.70	\$ (184.30)	\$ 2,000.00	
	6270-3	Postage and Supplies		\$ 400.00	\$ 380.28	\$ (19.72)	\$ 400.00	
	6270-4	Legal (incl. filing fees, collections)		\$ 200.00	\$ -	\$ (200.00)	\$ 250.00	
	TOTAL 6270-PROFESSIONAL FEES			\$ 2,735.00	\$ 2,325.98	\$ (409.02)	\$ 2,785.00	
6280	Special Association Events			\$ 250.00	\$ -	\$ (250.00)	\$ 250.00	
6285	Miscellaneous Supplies			\$ 125.00	\$ 60.00	\$ (65.00)	\$ 125.00	
6290	Telephone Voice Mail			\$ -	\$ -	\$ -	\$ -	
6295	Website Hosting			\$ 50.00	\$ 72.00	\$ 22.00	\$ -	Renewal 2022
6391	Village Core Contribution			\$ -	\$ -	\$ -	\$ -	
Total Expense				\$ 44,080.00	\$ 27,815.28	\$ (16,264.72)	\$ 56,830.00	
NET ORDINARY INCOME				\$ (12,110.00)	\$ 5,244.26	\$ 17,354.26	\$ (24,860.00)	
YTD GROSS RESERVES (Bank Account):				\$25,296.00	* There's another \$3400 ± bill for the rest of the mail house work that must be paid in November or December.			

Hellgate Meadows Residential Neighborhood Association

2625 Dublin Street ♦ Missoula, MT 59808

Board Meeting

April 19, 2022

6:30 pm, via ZOOM



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

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

Financials:

As of March 31st, the balance sheet showed \$17,798.19. There was \$12,414.48 in the bank. The variance report showed \$1,269.03 under budget. Accounts receivable were \$4,059.60, with a long list of \$15.00 credits due to the typo on the first half statements. March bills paid included Dirtman: \$1,850, JDM Enterprises: \$258.40 (for office services), Montana Pooper Scoopers: \$200.00, and NorthWestern Energy: \$50.59.

Old Business:

Street Lights: Since Jim could not attend the meeting, there was no update.

Mutt Mitt garbage cans: Since Jim could not attend the meeting, there was no update.

Annual Meeting: The meeting was via ZOOM, and attendance was low. The Annual Meeting notes explain the business conducted.

Web Site: Kathie said needed changes are accumulating. She will arrange for Cedar Mountain to make the corrections.

New Business:

Weebly/Voice Mail: The HMRNA voice mail was through Trullio and Kevin (past president) was the contact. When the subscription expired, Drew and Cedar Mountain, with a little help from Kathie on historic contact information, contacted Kevin and arranged to get all the necessary information. It was an ancient free account that had been grandfathered in, but the free option is no longer offered. Drew and Cedar Mountain both suggest we change to Google, which would be \$10 per month and will automatically transcribe into email to all Board members. The "emergency contact" would change to admin@hmrna.org. Kathie moved and Debbie seconded that we make this change. The motion passed unanimously.

There were no messages that we had missed from the old system, because nobody could leave a message once the subscription expired.

Tracking Responsibilities: We need a document that lists who does what among the Board members, what contractors we employ, who has keys to the mail house storage area and the irrigation control box, and so on. It should be kept where we can all access it. Laurie volunteered to create the list.

Document Retention: HMRNA has now been in existence as an organization separate from the developer of the neighborhood since August 2010. A lot of documents have accumulated over

that time. We probably don't need to save all of them indefinitely. Drew volunteered to draft a document retention policy, which will include which documents should be retained for how long, and then we will be able to digitize everything that needs to be retained and create a formal filing system, so future board members can find the important stuff without wading through tons of irrelevant documents.

Landscaping: Deb reported that the aphid treatment has been applied.

Parking in No Parking Areas: John brought up the ongoing issue of some neighbors or their guests habitually parking in no parking zones as designated by yellow curb paint. He recently witnessed an emergency vehicle have to back up and go around the block because they couldn't make the corner with the vehicle parked in the yellow. Apparently, the letters included with past dues statements and also mailed separately didn't impress those folks. The solution is to call the City Police, and John will do so next time he notices the problem.

Meeting Time: John moved and Laurie seconded that we change our meeting time from 6:30 to 7 pm. The motion passed unanimously. Kathie will add that to the list of Website changes.

The meeting was adjourned at 7:20 pm. The next regular Board Meeting will also be via ZOOM (<https://jccscpa.zoom.us/j/94245199462>), on May 17th at 7:00 pm.

Kathie Snodgrass

Secretary

Hellgate Meadows Residential Neighborhood Association

2625 Dublin Street ♦ Missoula, MT 59808

Board Meeting

May 17, 2022

7:00 pm, via ZOOM



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

John moved and Debbie seconded that the meeting minutes for April be approved as presented. The vote was unanimous.

Financials:

As of April 30, the balance sheet showed \$15,746.30. There was \$8,163.93 in the bank. The variance report showed \$2,516.90 under budget. Accounts receivable were \$3,899.60. March bills paid included Dirtman: \$1,850, JDM Enterprises: \$146.20 (for office services), Montana Pooper Scoopers: \$240, and NorthWestern Energy: \$49.86.

Old Business:

Street Lights: Jim talked to Anchor Electric about fixing the broken electric line for the street lights on O'Shaughnesy and adjacent. They will get back to him with an estimate. We also have a new issue: the pole at the corner of Galway & Dublin fell down. Will get an estimate on putting it back up/replacing broken parts.

Mutt Mitt Garbage Cans: Jim hasn't talked to Pooper Scoopers to find out what kind of garbage can they are proposing or what it would cost.

Website Updates: Kathie doesn't quite have it ready for Cedar Mountain yet.

Email System: Cedar Mountain hasn't yet added Laura and John to our "board @hmrna.org" account. Drew will call them tomorrow.

Tracking Responsibilities: No report from Laurie, since she was unable to attend.

Document Retention Policy: Drew is working on it, and will send it out via email when he gets the draft completed.

Parking on the Yellow: John called the police about the car that has consistently been parked in the area across the street from him where the curb is painted yellow. He explained about the emergency vehicles. The officer said they'd review the whole neighborhood. He is not sure whether the police talked to the vehicle owner, but the car is no longer parked in the yellow. Unfortunately, we have observed that the police don't often enforce the ordinance against parking on the wrong side of the street.

Mail House Painting: After much discussion, the Board decided that the mail house should remain its present color. Due to unreliable spring and early summer precipitation, we will not repaint it until after July 4th.

New Business:

Re-sodding By the Mail House: Kathie, Deb, Drew, and Jim volunteered to fix the area that has remained without lawn since the new sidewalk by the mail house was installed. They will meet over there at 10 am on Saturday May 28th with tools and Drew's truck, and "get 'er done".

Moving: Drew reported that they will be moving out of the neighborhood some time next spring (2023). They are building a townhome in the Sawmill District that will be within walking distance of the location to which their employer is relocating. They will retain ownership of the rental house they own across the street from their home. Drew suggested that we may wish to consider having a different president who lives in the neighborhood. The Board decided to consider this issue at a later date.

The meeting was adjourned at 8:15 pm. The next regular Board Meeting will also be via ZOOM (<https://jccscpa.zoom.us/j/94245199462>), on June 21st at 7:00 pm.

Kathie Snodgrass

Secretary

Hellgate Meadows Residential Neighborhood Association

2625 Dublin Street ♦ Missoula, MT 59808

Board Meeting

Month XX, 2022

7:00 pm, via ZOOM



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

John moved and Laura seconded that the meeting minutes for May be approved as presented. The vote was unanimous.

Financials:

As of May 31st, the balance sheet showed \$13,239.18. There was \$8,163.93 in the bank. The variance report showed \$3,481.04 under budget. Accounts receivable were \$3,844.60. March bills paid included Dirtman: \$1,850, JDM Enterprises: \$133.79 (for office services), Anchor Electric: \$, Montana Pooper Scoopers: \$240.00, and NorthWestern Energy: \$52.30.

Jane gave Roberta three notes from owners that came along with their dues payments. Roberta and Jane have agreed that Jane will give Roberta will any hard copy correspondence that she receives at least every two weeks from now on. These notes were received with the first half payments, but not delivered to Roberta until just a few days ago. One note thanked the Board for the work done in the neighborhood and the other two concerned the typo in the first half billing. All have been addressed.

One payment didn't clear PayPal, so is now overdue.

Old Business:

Street Lights: Jim reported that Anchor Electric located the break in the street light supply line and it's under the street. Anchor doesn't really want to deal with digging up the street. There was some discussion about replacing the lights served by the broken line with solar lights just at the intersections in the affected area. Jim will check with solar contractors in town.

One street light pole near the intersection of Dublin and Galway fell over. It appears that the bolts holding the pole to the concrete base failed. That light needs to be replaced. We need information on the manufacturer so we can order a new pole, globe, and LED bulb. John offered to store the pole in his garage. Jim will ask Anchor to sever and secure the power connections so there is no danger to the public.

Garbage Cans: Jim hasn't yet heard from the Pooper Scooper people about what sort of garbage can they propose to supply if we have them add a garbage can to the dog waste disposal containers at the Dublin Street common area. He will call and find out.

Website Updates: Kathie asked for additions or corrections to the draft web updates she'd sent via email to the Board members before the meeting. Roberta asked that Kathie make sure the dues policy had been changed. John and Laura provided their information for the Board member's page. A few more capitalizations are needed. Kathie will update the change request and get it to Cedar Mountain.

Document Retention Policy: Drew asked for additions or corrections to the draft Document Retention Policy he'd sent out via email to the Board members before the meeting. Kathie asked that the correspondence (hard copies and electronic) be retained for 5 years instead of

3 due the length of time some of our issues have been dragging on. Roberta asked that all the financials have the same retention time of 3 years for ease of management, and that all documents pertaining to accounts in arrears be retained for 3 years after the date of resolution. Contract documents should be kept permanently. Drew will make those changes and send them out again.

UPDATE: Drew sent the revised policy out to the Board members on June 22. Kathie moved and John Shannon seconded that the revised policy be adopted as of July 1, 2022. As of June 26th, 5 board members voted "Aye" and 3 had not voted, so the motion passed. Kathie will include this in the Web updates discussed below.

Responsibility List: Laurie said that she can't find the list Deb had sent her, so the topic was postponed to the next meeting.

New Business:

Message Format: We have been getting a little casual with discussing some issues via texting on our phones. We need to make sure we conduct official business via email so the text can be saved per our retention policy.

Grass at the Mail House: Deb, Drew, and Kathie showed up Saturday morning of Memorial Day weekend to deal with the muddy mess where the business area association's irrigation contractor dug things up near the mail house to move the irrigation lines so our contractor could install the new sections of sidewalk. They decided to add some dirt and seed it rather than sodding the area. This solution turned out to be cheaper and easier. A sign was posted on the bulletin board asking that people (and their pets) not walk on the newly seeded area.

Dues Statement Message/Mail House Painting: We need to accomplish this before winter this year. With the second half dues statements, we will send out a request for volunteers to assist the Board members in prepping and painting the mail house. We should also apologize again for the typo in the first half statement, explain how any extra will be credited, let people know about next years' dues increase to \$330 annually, and remind owners about the new Little Free Library and the newly seeded grass near the mail house.

Roof Replacements: Laurie said her neighbors want to replace their roofing and wondered whether a minor change form needs to be submitted. Kathie said that as long as the new roofing is approximately the same type and color, there's no need for a minor change form. If an owner wanted to change from asphalt to metal roofing or from tan color to blue, for instance, that would affect the appearance of the building and a minor change form should be submitted.

The meeting was adjourned at 8:13 pm. The next regular Board Meeting will also be via ZOOM (<https://jccscpa.zoom.us/j/94245199462>), on July 19th at 7:00 pm.

Kathie Snodgrass
Secretary

Hellgate Meadows Residential Neighborhood Association

2625 Dublin Street ♦ Missoula, MT 59808

Board Meeting

July 19, 2022

7:00 pm, via ZOOM



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

John moved and Jim seconded that the meeting minutes for June be approved as presented. The vote was unanimous.

Financials:

As of June 30th, the balance sheet showed \$10748.32. There was \$6,598.70 in the bank. The variance report showed \$4,239.12 under budget. Accounts receivable were \$3,094.60. March bills paid included Dirtman: \$1,850, JDM Enterprises: \$95.00 (for office services), Cedar Mountain: \$65.00, Anchor Electric: \$296.18, Montana Pooper Scoopers: \$200.00, and NorthWestern Energy: \$47.41.

Roberta Smith sent an email to all Board members on July 11th saying [“Please accept this email as my official resignation from our HOA Board. I have served as Treasurer of the Board since 2009 \(13 years\) when our HOA was turned over to its residents. It is time.](#)

[It has been my honor and pleasure to serve on this Board over the years and work with the many residents who have donated their time on the Board. And, I certainly take pride and love our neighborhood.](#)

[My best wishes to the Board in the future. Please know I will turn over and discuss any and all Treasurer duties/documents to whomever will be taking over.”](#)

The Board is thankful for Roberta’s service for all these years. The new treasurer will need to work with JDM (Jane Goff) on bookkeeping, approve invoices for budgeted work, report financials to the Board each month (from information supplied by JDM), maintain records, retrieve items from our official mailbox, draft a budget each year for the Board’s consideration and modification, make dues payment PayPal transfers, etc.

A Board member expressed some interest in the position, having served as treasurer of a Statewide organization in the past. Drew will coordinate a meeting with Roberta.

Update: Roberta met with the Board member who had expressed interest in treasurer duties and explained all the Treasurer position entailed, but didn’t turn over the documents because the Board member expressed some reservations and wasn’t sure about taking over. Roberta will continue to make PayPal dues deposits, etc. until a new Treasurer is finalized.

Old Business:

Document Retention Policy: Kathie moved and John seconded on June 22, 2022 that an email vote be taken on the revised Document Retention Policy, with an adoption date of July 1, 2022. The motion passed as of June 27, 2022, with 5 Board members in favor and 3 not voting.

Street Lights: Jim and John arranged to have the downed pole moved to John's garage. Jim is checking into solar lights for intersections, and will send an email letting the Board know what he finds out.

Garbage Cans: Jim forgot to talk to Pooper Scoopers. He will do so tomorrow.

Email/Voicemail: Drew got hold of Cedar Mountain's Bob Jaffe. Our free G-suite that we've had since Kevin set it up in 2010 is being eliminated by Gmail. The equivalent service (including "@hmrna.org" email accounts for Board members, document storage, voice mail conversion to email forwarded to all "@hmrna.org" addresses, and email forwarding from our Website to all "@hmrna.org" addresses) through Gmail would cost \$18 *per user* each month. With 7 board members, that would be over \$1,500 per year, which is more than we can afford. Cedar Mountain runs a rack space email platform that provides roughly equivalent services for \$20 per month (\$240 per year), which is much more affordable. Drew researched other options, some of which are cheaper, but we'd have to do the administration work on the service ourselves. None of us are computer-savvy enough to do that, except possibly Drew, who doesn't have the time to do it and may be moving out of our neighborhood next year, so that wouldn't work.

Kathie moved and Laurie seconded that we transfer to the Cedar Mountain service. The motion was approved unanimously. Drew will email Board members after talking to Cedar Mountain to arrange the details of the transfer.

Responsibilities: Laurie that each Board member email her a list of their duties and contacts so she can compile it.

Mail House Painting: The dues notices with the request for painting volunteers will be mailed out this week. We will schedule dates next month.

New Business:

Dry Grass: As with all recent past years, we are getting notifications from residents that some common areas and parking strips have dry grass from not getting irrigated. Deb has been responding to these issues as they arise with Dirtman. We need to get an updated irrigation schedule so we'll know when the sprinklers for each area are supposed to come on.

The meeting was adjourned at 7:55 pm. The next regular Board Meeting will also be via ZOOM (<https://jccscpa.zoom.us/j/94245199462>), on August 16th at 7:00 pm.

Kathie Snodgrass
Secretary

Hellgate Meadows Residential Neighborhood Association

2625 Dublin Street ♦ Missoula, MT 59808

Board Meeting

August 16, 2022

7:03 pm, via ZOOM



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

Debbie moved and Jim seconded that the meeting minutes for July be approved as presented. The vote was approved unanimously.

Financials:

As of July 31, the balance sheet showed \$25,378.90. There was \$5,355.11 in the bank (about \$15,000 by August 16). The variance report showed \$5,195.83 under budget. Accounts receivable were \$19,144.60 (\$8,998.64 as of August 16). July bills paid included Dirtman: \$1,850, JDM Enterprises: \$95.00 (for office services), Cedar Mountain Software: \$65.00, Anchor Electric: \$296.18, Montana Pooper Scoopers: \$200.00, and NorthWestern Energy: \$47.41.

Laura talked to Roberta about treasurer duties and had Roberta explain the reports to her. Kathie suggested Laura and Drew also meet, since Drew is an accountant, and can explain any remaining areas of uncertainty for her. They will meet tomorrow.

Old Business:

Street Lights: Jim has been looking at what it would take to solarize our street lights. For those who were not already aware, Kathie explained that in Missoula, street lights are not provided automatically by the City. There are two ways for a neighborhood to get street lights: either the developer or neighborhood association pays for installation and then pays Northwest Energy for the power that is used (as in Hellgate Meadows), or Northwest Energy puts them in and then charges each homeowner a set amount each month. Some neighborhoods have chosen not to provide street lights at all.

Jim said it would take 16 solar lights to provide a light at each intersection in our neighborhood, but since most of the underground power street lights are still working, we'd only need 3 solar lights to provide light at currently un-lit intersections. The lights Jim is investigating have batteries that supposedly provide for 5 nights of lighting without needing sun to recharge. They look similar to the ones being installed lately by the City for new bridges and in the downtown area. Jim will get a cost estimate.

Garbage Cans at the Dublin Common Area: The Pooper Scooper contractor provided Jim with two options: a plastic can with a closed top and a metal mesh can similar to the dog waste containers, but larger. He will send photos to everybody. The Pooper Scooper people recommend one can to start with.

Email transfer: Drew offered to help anybody having trouble getting their new account set up. The new portal rackspace is operational except for the master email account (board@hmrna.org), which Bob at Cedar Mountain will need to activate. Drew shared a screen shot showing how to set each account up – which links to click, etc.

Responsibilities: Laurie hasn't yet received everybody's lists. She'll send out a document that only required filling in blanks, to encourage everybody to send their info to her. Drew is setting up a Google Docs account.

Mail House Painting: A couple of neighbors volunteered to help with the painting. Deb says the guy who painted her house said it may be a problem to get paint. We will use latex paint and stain. Drew is in charge of paint and supplies (paint, rollers, drop cloths, etc.), and has a pressure washer. He will check ahead of time where he can attach a hose for the pressure washer. The painting party will be September 17th at 9 am. Laurie will put a notice on the bulletin board.

Landscape Maintenance: Debbie says that Dirtman has been hard to get hold of. There has been some improvement in dry spots. She still hasn't heard whether he has manually checked to make sure all the zones are working properly. There is a puddle in the street on O'Leary, where there may be a mis-aimed sprinkler. Debbie will check with Dirtman on that and the zone check.

New Business:

Minor Change Applications: John moved and Laurie seconded that all 4 pending Minor Change Applications be approved. The motion was approved unanimously. Drew will sign them (except for the one for his rental property, which John will sign), and Kathie will send them out to the property owners.

Web Site: Laurie said a resident called her needing the Association mailing address, which she couldn't find on our Web site. It's on our web site, just not in large font, and maybe not in the place where some people would look. Kathie will add the address in bigger font on the dues page as well as the contact page, and perhaps the home page with the next Web update.

The meeting was adjourned at 8:20 pm. The next regular Board Meeting will also be via ZOOM (<https://jccscpa.zoom.us/j/94245199462>), on September 20th at 7:00 pm.

Kathie Snodgrass
Secretary

Hellgate Meadows Residential Neighborhood Association

2625 Dublin Street ♦ Missoula, MT 59808

Board Meeting

September 20, 2022

7:03 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 August be approved as presented. The motion was approved unanimously.

Financials:

As of August 31, the balance sheet showed \$22,520.16. There was \$16,278.61 in the bank). The variance report showed \$5,776.64 under budget. Accounts receivable were \$5,538.19 . July bills paid included Dirtman: \$1,850, JDM Enterprises: \$391.71 (for office services), Montana Pooper Scoopers: \$200.00, and NorthWestern Energy: \$123.25.

Second half dues continue to come in. Hopefully, there will be enough in the bank to pay for some solar street lights after the bills for the new garbage can at Dublin common space and the paint and siding repairs at the mail house are paid.

Old Business:

Street Lights: Jim was not able to attend. Drew will contact Jim.

Garbage Cans at the Dublin Common Area: Jim was not able to attend. However, based on email information Jim provided previously, Debbie moved and John seconded that we authorize the Pooper Scooper contractor to purchase and install the green metal garbage can.

Responsibilities: Laurie was not able to attend. We will look forward to an update next month..

Mail House Painting: The painting party began September 17th at 9 am, and the volunteer crew got it all done except for some stained woodwork. That work, plus replacing the rotted boards at the bottom of the east and west sides will be completed later.

E-mail: Everybody's HMRNA email is now working. The phone and voice mail listed on our website no longer works, because it was part of our legacy gmail system that gmail eliminated. We need something that is cheap but not tied to any particular Board member's phone. Drew is searching, but everything seems quite expensive. We may need to eliminate this service, since it is so seldom used.

Landscape Maintenance: Debbie says Dirtman says they fixed the line that Trenchless broke, which Drew clarified was at his house, and Trenchless will be paying for the repair. The only problems with the irrigation system this year were failed solenoids and valves – no water line repairs were needed.

Aphids: Should we treat this fall? John wants to talk to some entomologists and urban foresters to get the science on it. Debbie will tell Dirtman they should not do a ground drench treatment this fall. Future treatment to be determined depending on what John finds out.

Treasurer: Laura said that after talking with Drew and going through the files, she feels she can perform the Treasurer duties. Kathie moved and Debbie seconded that Laura be appointed our treasurer. Four board members voted in favor of the motions, with one abstention (Laura). We will need to remove Roberta from bank account access and add Laura.

New Business:

Water Supply Lines: City water lines from the main under the street to each homeowner's meter is not usually covered by homeowner's insurance, and under Missoula laws and regulations, it is also not the City's responsibility. Missoula Water has sent out information on a private insurance company that will cover this section of water line. We know of two homes in our neighborhood who have experienced problems with this section of water line, and the repair bill is usually several thousand dollars. People should watch their water bills to find info on the insurance.

Accounts Receivable: Two owners account for around \$2,000 owed to HMRNA. Those accounts more than 90 days overdue account for about half of the \$5,538.19. We need to make sure the notice letters and liens are up-to-date in accordance with our policy. Deb will check with Pleasant View and other HOAs to see what their policies look like. We may want to revise ours. She will also check on collection agency rates.

The meeting was adjourned at 8:34 pm. The next regular Board Meeting will also be via ZOOM (<https://jccscpa.zoom.us/j/94245199462>), on October 18th at 7:00 pm.

Kathie Snodgrass
Secretary

Hellgate Meadows Residential Neighborhood Association

2625 Dublin Street ♦ Missoula, MT 59808

Board Meeting

October 25, 2022

7:00 pm, via ZOOM



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

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

Financials:

As of September 30th, there was \$15,053.00 in the bank. The balance sheet showed, variance report, and accounts receivable were unavailable. September bills paid included Dirtman: \$1,850, JDM Enterprises: \$260 (for office services), Montana Pooper Scoopers: \$250, and NorthWestern Energy: \$162.61.

UPDATE: Laura corrected the Treasurer's report to add the following:

Accounts receivable : \$1,517.86

Variance: \$6,220.17 under budget

Balance sheet: Total Liabilities and Equity \$16,912.46

Old Business:

Street Lights: Jim did contact the supplier. Drew will check with him on what he found out.

Garbage Cans: Jim will order the green steel mesh can through Pooper Scoopers.

Responsibilities: Drew will check with Laurie on progress.

Mail House: We will paint the rails in the spring. Daniel has begun work. The old rotten boards and sheathing have been removed, the sheathing replaced, and the new flashing is in place. The new boards will go on next Monday, weather permitting. The cost will be around \$700.

Association Phone: Since there's no inexpensive way to maintain phone messaging with voice-to-text capability, Kathie moved to forgo phone service from now on and rely on email. John seconded the motion, which passed unanimously. Kathie will have the web site changed.

Aphids: John reported that problems with aphids on ash trees are very common across the country. Almost every State extension service says that if the trees are otherwise healthy, the aphids won't kill them, but if the trees are stressed, the aphids can damage them. The honeydew is a big nuisance. Half a dozen neighbors complain about it getting on their patios or porches each year. It was decided to NOT have aphid treatment done this fall as John further researches the possibilities for effective treatment in the spring, which we will contract for directly, without going through Dirtman, if an effective treatment is discovered. Dirtman will be contacted about reducing their monthly fee because of this service being eliminated.

Bank Account: Laura will be the primary contact for our bank account, and Drew, Kathie, and Laura will all need to sign documents removing the former treasurer from the account and adding Laura. Kathie will make sure a copy of last month's minutes (just approved at this meeting) gets to the bank, so they will have documentation of the change.

New Business:

Lien Status: Laura will check with Jane on the status of liens against properties with significant arrears in dues payments. They will update liens (with Drew's signature) on any that are out of date. The process includes withdrawing the old lien (if any) and filing a new lien. Kathie is to receive a copy of any new liens for the official records. Drew will check with Deb, to see whether she found out anything from her friends in other HOAs about whether they turn arrears over to collection agencies, and what the costs for that are.

Liability Insurance: It's that time again, and we have received a request from HUB insurance for a map of our property. Kathie will send the mail house area plans we used for the sidewalk installation. Laura will report back at our next meeting on the contents of the insurance policy. The building has in the past been insured for around \$20,000 plus liability coverage.

Signs: Laura reported that Montana State Health Department sent us "no smoking" signs to post in any public spaces we maintain. Since we don't have any, they aren't necessary.

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 November 29th (because of a scheduling conflict on the usual meeting date) 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 <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 \(freedomvoice.com\)](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

November 29, 2022

7:06 pm, via ZOOM



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

John pointed out a typo in the second paragraph of October's minutes, then moved and Jim seconded that the meeting minutes for September be approved as corrected. The motion was approved unanimously.

Financials:

As of October 31st, the balance sheet showed \$16,912.46. There was \$14,119.32 in the bank. The variance report showed \$6,455.22 under budget. Accounts receivable were \$2,293.94.

October bills paid included Dirtman: \$1,850, JDM Enterprises: \$123.50 (for office services), Montana Pooper Scoopers: \$200, NorthWestern Energy: \$160.74, Cedar Mountain: \$220, and Drew Reiker: \$235.10 (reimbursement for mail house painting supplies).

One of the severely past due owners has paid the arrears. Jane contacted all owners with outstanding balances, and now very few are still delinquent. She will update the lien on the owner with the largest arrears.

Old Business:

Street Lights: Jim reported that the lights in the Dublin common area and on O'Leary have been repaired, except those affected by the underground line break. If we wish to repair the underground line break, it will be really expensive. The alternative is to replace the affected lights with solar-powered street lights. Drew has asked for a SEPCO catalog showing their SolarUrban LED Lighting System (<https://www.sepco-solarlighting.com/systems/solarurban>) specs and costs. Laura found a community grant application and will explore applying to help pay for the new lights.

Common Area Garbage Cans: Jim will call Pooper Scoopers to find out the status.

Responsibilities: Laurie reported that the list isn't yet complete. She will prepare a form on Google Docs and each Board member can enter their information.

Mail House: The final bill for replacing the rotted boards and sheathing was \$682.74, which will be in next month's bills paid. We will need to prime and paint the replacement siding boards (which will never rot, because they are metal) in the spring.

Aphids: Deb reported that per instructions, Dirtman did not do an aphid treatment this fall. We have not yet received the revised monthly cost estimate with aphid treatment removed. John called the City Forester and left voicemails, but has not yet heard back.

Snow Removal: There were some glitches in the first storm's snow removal (not all sidewalks at the mail house were cleared), but that seems to be normal for their first attempt each season. Also, with the storm occurring during the day time, they prioritized their business customers for parking area snow removal, so didn't get to our alleys until they'd already been packed down by traffic. Deb contacted them, so they should get it right on the next storm.

Landscape Maintenance: After discussion, the Board decided not to go out for new bids for landscape maintenance for 2023, but to begin a rebid process next fall.

Bank Account: All the changes have been made to our bank account access to reflect Laura as our new treasurer.

Liens: Deb's friends in other HOAs charge a \$50 late fee after 45 days. They report that they hire a collections firm for 50% of the amount due. For accounts more than 6 months overdue, they hire an attorney to write the letter informing the owners of the overdue amount and measures that will be taken to collect the arrears, which seems to get the delinquent homeowners' attention and prompt them to pay what they owe. Laura will follow-up with Jane to make sure the \$5 per month is being assessed for amounts more than 2 months in arrears. Deb will get the name, contact information, and fees charged for lawyer-generated letters and report back.

Liability Insurance: We have been purchasing damage coverage for the mail house and some liability coverage for the Association. Drew looked over the policy that HUB is proposing for 2023. He expressed concern that \$20,000 might not be enough coverage to replace the mail house if it were destroyed, and suggested that we consider increasing the coverage next year. Drew moved and John seconded the motion that we accept the policy and pay the \$2,110 premium. The motion passed unanimously. Drew will sign it and send it back to HUB.

New Business:

Common Area Sidewalk Near Condos: Drew and Deb will check the location of the sidewalk heaving reported by the Condo Association. If it is on common area and the drop from higher to lower sidewalk section is over ½ inch (elevation changes over ½ inch are prohibited by the Americans with Disabilities Act, not to mention being tripping hazards), Drew will contact a couple of contractors about grinding the higher section to fix the problem.

Budget: Laura presented a draft budget for 2023. After some discussion, she will make some adjustments and present a revised version at our December meeting.

The meeting was adjourned at 8:35 pm. The next regular Board Meeting will also be via ZOOM (<https://jccscpa.zoom.us/j/94245199462>), on December 20th 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

Sent from [Mail](#) for Windows

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To: [john Shannon](mailto:john.shannon)
Cc: drew.rieker@hmrna.org; [Hellgate Meadows Board](#)
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Sent from my iPhone

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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

December 20, 2022

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 were unable to attend.

John moved and Debbie seconded that the meeting minutes for November be approved with two minor corrections. The motion was approved unanimously.

Financials:

As of November 30, the balance sheet showed \$13,705.02. There was \$11,235.21 in the bank. The variance report showed \$7,626.88 under budget. Accounts receivable were \$2,293.94. November bills paid included Dirtman: \$1,850, JDM Enterprises: \$162.80 (for office services), Cedar Mountain: \$20 (web communications), Montana Pooper Scoopers: \$250, Congdon Made LLC: \$682.74 (mail house repairs), and NorthWestern Energy: \$66.07.

Old Business:

Street Lights: Drew has attempted to get information from SEPCO about the lights shown on their website, but they appear to only deal with electricians and engineers, not owners. Drew will email the pertinent info from their website to the Board members and will continue trying to get more information. Kathie suggested trying to work through either Solar Plexus or SBS Solar (local solar energy contractors).

Garbage Cans: Jim was unable to attend. Drew will follow up with him.

Responsibilities List: Laurie sent out a link to a Google document, but nobody could access it because of the permissions setting. Drew will follow up with her about that.

Landscape Maintenance: Dirtman sent us the 2023 contract proposal today, which is the same cost as 2022, even though aphid treatment has been eliminated, due to rising expenses for them. They mentioned the ongoing struggles with tree roots crushing irrigation lines, lawn mowing subcontractor costs, and manually setting the irrigation timer for dry spots as factors in increased expenses. After discussion, John moved and Debbie seconded that we renew the contract for \$1,850 per month for 2023. There was general agreement that the Board would seek estimates from other contractors as well as Dirtman next fall for 2024.

Aphids: John contacted Ben Carson, the City Forester, who would like to work with us on problem trees, but they've been missing each other's phone messages. John asked to switch to communicating by email.

Sidewalk Issues: After inspecting the uneven sidewalk joints in three places near the condos, Daniel Congdon said he could grind them down. However, the grinder needs water lubrication, so it can't be done until the temperature is above freezing, so it may be a while before he can do it.

Owners in Arrears: Deb sent an email to Board members before the meeting explaining that it would cost \$60 per letter were we to engage a lawyer to write a letter about late payments, but that doing so would probably be effective, judging by the experiences of other homeowner's associations. We need to have Jane let us know the nature of the notice of refusal of the official notices to one owner who is in arrears by \$1,260, make sure the lien on that property is

updated for the full amount owed, and that a copy of the lien is provided to Kathie for the official files.

Budget: The Board reviewed the draft 2023 budget assembled by Laura. After several minor adjustments were proposed, the budget was balanced at \$39,180. Debbie moved and John seconded that we adopt the 2023 budget as amended. The motion passed unanimously. Drew offered to correct the spreadsheet and send it out to the Board via email.

New Business:

2023 Dues Letter: Drew will draft a letter to be sent with the first half dues billing in 2023. The letter will list 2022 challenges and accomplishments, the 2023 General Meeting date, time and ZOOM information, and include the 2023 adopted budget.

The meeting was adjourned at 8:25 pm. The next regular Board Meeting will also be via ZOOM (<https://jccscpa.zoom.us/j/94245199462>), on January 17th at 7:00 pm.

Kathie Snodgrass
Secretary

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

From: "Casey Overland" <casey@adeapm.com>

Sent: Wednesday, November 16, 2022 5:08pm

To: "Drew Rieker" <drew.rieker@hmrna.org>

Cc: "Dori Brownlow" <doribrownlow@gmail.com>, "Janet Rice" <janetrice@bigsky.net>,
jen.clement@bhhsmt.com, "Hellgate Meadows Board" <board@hmrna.org>

Subject: Hellgate Meadows sidewalk on Galway Ave.

Drew and Hellgate Meadows Association board: There is a heaved sidewalk issue on Galway Ave. close to where it intersects with O'Shaughnesy. It is a trip hazard. It is our understanding these sidewalks are a common element of Hellgate Meadows--see gold area of attached map. Sidewalk edge should be ground down or adjacent section lifted. This impacts residents of our client, Meadow View Condos at 2905 & 2915 O'Shaughnesy and of course general pedestrian traffic.

Please advise on this. Thank you for your attention to this.

Regards,

Casey Overland, RPM

ADEA Property Management, Co

David C. Armerding Real Estate

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casey@adeapm.com / www.adeapm.com

On Wed, Dec 7, 2022 at 9:43 AM drew.rieker@hmrna.org <drew.rieker@hmrna.org> wrote:
Hello Casey,

Thank you for touching base. We were able to confirm the location and that the sidewalk has a 1" edge in two spots that need to be shaved down. We have a contractor coming to look at it next week and hope to get it resolved soon.

Thanks,
Drew

From: [Casey Overland <casey@adeapm.com>](mailto:Casey.Overland@adeapm.com) via board
Sent: Monday, December 12, 2022 10:27 AM
To: drew.rieker@hmrna.org
Cc: [Dori Brownlow](#); [Janet Rice](#); jen.clement@bhhsmt.com; [Hellgate Meadows Board](#)
Subject: Re: Hellgate Meadows sidewalk on Galway Ave.

Drew: also of note, another heaved sidewalk edge is noted just to the east and north of the one under discussion. Not as bad as the one under discussion, but nevertheless, a trip hazard. So on O'Shaughnesy St., just a couple or few sidewalk squares up from the Galway/ O'Shaughnesy corner.

Regards,

Casey Overland
ADEA PM
Direct: 406-646-2166

From: drew.rieker@hmrna.org via board
Sent: Friday, December 16, 2022 9:56 AM
To: [Hellgate Meadows Board](#)
Subject: Sidewalk Update

Hello everyone,

This morning, Deb and I met with Daniel Congdon, the contractor. He looked at the sidewalk in the three main areas that are heaved at the corner of O'Shaughnesey and Galway, and also a couple other spots where it is heaved further down the sidewalk toward Dublin St., but less than 1/2 inch.

Daniel has this job in his queue, but may need to wait for a day he can use water to lubricate the grinding bit. He is going to try it dry to see if it's necessary. The grinding bit itself is around \$70 and he will charge for his time. He estimates \$300 for the job, but it will depend on how fast it goes.

If it goes fast, he is going to take care of those smaller portions. However, if it is not as easy, he is just going to focus on the three spots that are more than 1/2 inch heaved.

That's the update for now. Please let me know if any questions come up. Thanks and see you all at our meeting on Tuesday the 20th at 7pm.

Best regards,
Drew