

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