

**LOLO CREEK TRAILS HOA  
MEETING MINUTES**

**Date and Time:** December 3, 2013, 7:00 pm

**Location:** Lolo Community Center

**Attendees:** **Board Members:** D. Johnson, P. Naseem,, K. Garman, C. Horton, J. DeSpain, with L. Schauff and W. Stuart excused  
**ACC:** M. Gooley  
**Residents:** W Bush, C. Bush, L. Gillin, M. Ducey, M. Thompson, S. Caldwell, B. Stewart, J. Castor, T. Bush

**Chairperson:** Dan Johnson

**Call to order:** 7:00 pm

For the lack of a quorum of the membership, no business was transacted.

**Minutes for October 1, 2013 Meeting:** Approved by email per D. Johnson

**Treasurer Report:** Patrick Naseem reported on the budget As of December 3, 2013 there is \$12,048 cash in the general fund, \$6,322 in special funds, and \$446 in county funds, for a total of \$18,816 ending cash account balance. Patrick noted the only ongoing expenses would be attorney fees and snow plowing

**ACC Report:** Report is attached.

**Greeting Committee Report:** There were 7 new baskets delivered in November. Volunteers for the committee are needed.

**Old Business:** We discussed 2013 accomplishments

- The front Bike Path received two coats of slurry seal.
- The Common Areas were mowed
- A new schedule of mowing was implemented in accordance with Missoula County Conservation District recommendations
- Weeds in the Common Areas were treated with herbicide. A grant in the amount of \$1,000 was received from Missoula County Weed District to help offset the cost.
- A damaged Ponderosa Pine was removed from the Common Area
- A laptop computer and external hard drive were purchased for business use and record retention of the HOA.
- A Covenant Revision Committee was appointed to propose an amendment to the Parking Covenant. This effort is still in progress
- The largest and longest outstanding past due assessment and fine was collected

- **HOA Attorney Visit:** The HOA attorney will be attending the January meeting to discuss the Parking Covenant. He has already given several board members his opinion and will share it with the homeowners at the next meeting

**New Business:** (D. Johnson)

- **Replace one Board Member and one ACC Member:** We discussed how to handle the nomination and election of two new board members. We had several volunteers at the meeting but feel this needs to be something all homeowners should be involved in.
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- **2014 Budget:** Presented at the meeting and attached to these minutes.

**Open Discussion:**

Two topics highlighted the evening.

- The enforcement of the parking covenant
- The election of a new board member and an ACC member.

**Executive Session:** Executive session began at 9:00 pm. The Board discussed further issues of the parking covenant, the HOA attorney position, and the nomination of new board members.

**Adjournment:** No further business was discussed in the open session. The meeting adjourned at 9:15 pm.

**Next Meeting:** January 7, 2014, 7:00 PM @ Lolo Community Center

Respectfully submitted,

Carl Horton, Secretary

Lolo Creek Trails HOA	2013 Budget	2013 Actual		Difference
<b>Projected Revenue:</b>			Lots pd	
Dues (92 lots x \$180 per lot)	\$ 16,560.00	\$ 16,260.00	90	-300.00
Dues owed from prior years	480.00	4,235.00		3,755.00
Late fees & fines	0.00	0.00		0.00
Allowance for Un-collectables	(360.00)			360.00
Cash Carryover from 2012	7,074.22	8,211.75		1,137.53
Interest Earned	15.00	25.12		10.12
Missoula Conservation Grant	0.00	0.00		0.00
Msla County Weed District Grant (up to \$1,300)	0.00	1,000.00		1,000.00
Other Income	0.00	0.00		0.00
General Fund Reserve	5,000.00	5,000.00		0.00
<b>Funds Available</b>	<b>\$ 18,769.22</b>	<b>\$ 24,731.87</b>		<b>5,962.65</b>
<b>Projected Expenses:</b>				
Insurance	\$ 1,930.00	\$ 1,964.00		-34.00
Common Area Maintenance (mowing/weed and pest control)	7,000.00	6,875.48		124.52
Snow Removal	2,500.00	390.00		2,110.00
Legal Fees (non-payment of dues, etc.)	2,000.00	765.89		1,234.11
Website	250.00	234.92		15.08
External Harddrive Storage Device	0.00	49.99		-49.99
Laptop & MS Office® for HOA use	0.00	479.97		-479.97
Re-order checks for checking account	0.00	15.25		-15.25
Postage & Mailing	250.00	55.20		194.80
Printing & Supplies	200.00	82.47		117.53
Montana Corporate License Tax	50.00	50.00		0.00
Post Office Box Rental	55.00	44.00		11.00
County Recording Fees	50.00	0.00		50.00
Community Center Rental	150.00	150.00		0.00
CPA (Tax Return Preparation)	250.00	250.00		0.00
Secretary of State Filing Fee	15.00	15.00		0.00
Social Events/ Welcome Packets	50.00	9.00		41.00
Common area tree damage to private home	0.00	256.64		-256.64
Common Area Survey	0.00	400.00		-400.00
Capital Improvements	730.00	0.00		730.00
<b>Total Expenses</b>	<b>\$ 15,480.00</b>	<b>\$ 12,087.81</b>		<b>3,392.19</b>
<b>Funds Available/(Short) After Expenses</b>		<b>\$ 12,644.06</b>		
<b>Ending Cash in General fund</b>		<b>\$ 17,644.06</b>		
<b>Special Funds</b>				
Special Assessment Fund		\$ 10,470.00		
Culvert Restoration		1,722.10		
Seal front bike path		2,225.00		
Entryway Fence painting & maint		201.23		
Funds Available		<b>\$ 6,321.67</b>		
* projects: sealing the bike path (Shadow Paving), landscaping, solar lighting for the sign, Commons Areas improvement sidewalk and ramp repairs				
County Funds		\$ 12,670.00		
RCC Sprinkler		11,048.00		
Entryway Fencing & Landscape		1,176.00		
Funds Available		<b>\$ 446.00</b>		
<b>Total Ending Account Balance</b>		<b>\$ 24,411.73</b>	as of 12/3/2013	

**LOLO CREEK TRAILS HOA  
ACC Report**

**Date and Time:** December 3, 2013, 7:00 pm

Monuz - Lot 36 House Plans - Approved

Lot 87 - House Plans/Landscaping - Approved

Lot 77 - Fence, Shed, Landscaping - ?

Lot 6 - Fence and Sprinklers - Approved

Lot 5 - Landscaping repairs due to damage from construction on lot 6 - Approved

Lot 33 - House Plans/Landscaping - Approved

Lot 35 - House Plans/Landscaping - Approved

Lot 70 - Fence - Approved

Lot 2 - Landscaping - Approved

Ed & Robyn Smart	7843	Sugaree Trail	67	deck addition	approved
Sean Hayward	7800	Sugaree Trail	63	fence	approved
Sean Hayward	7800	Sugaree Trail	63	repaint house	approved
Karleen & Steve Hickock	?	Stella Blue Drive	34	house plans	approved
Carl & Erin Horton	11115	Stella Blue Drive	6	sprinklers, fence	approved
Robert & Alicia Maclean	11272	Stella Blue Drive	56	replace blvd trees	approved
Travis Campbell	11146	Stella Blue Drive		landscape	approved
					1st
					request
Leslie Haas	11879	Stella Blue Drive	39	fence	denied,
					2nd
					approved

Carl Horton, Secretary

## Lolo Creek Trails Homeowners Association

### Accomplishments

2103

- The front Bike Path received two coats of slurry seal.
- The Common Areas were mowed
  - A new schedule of mowing was implemented in accordance with Missoula County Conservation District recommendations
- Weeds in the Common Areas were treated with herbicide
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  - The effort is still in progress
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## Lolo Creek Trails HOA - 2014 Budget

### Projected Revenue:

Dues (92 lots x \$180 per lot)	\$16,560
Dues owed from prior years	\$480
Late fees & fines	\$0
Allowance for uncollectables	-\$360
Interest earned	\$25
Total	\$16,705

### Projected Expenses:

Insurance	\$2,000
Common Area Maintenance	\$7,500
Snow Removal	\$2,500
Legal Fees	\$2,000
Website	\$250
Off-site records storage	\$500
Postage & Mailing	\$250
Office Supplies	\$200
Montana Corporate License Tax	\$50
Post Office Box Rental	\$55
County Recording Fees	\$50
Community Center Rental	\$150
Tax Return Preparation	\$300
Secretary of State Filing Fee	\$15
Social Events/Welcome Packets	\$50
Capital Improvements	\$835
Total	\$16,705

### Reserves

Operating	\$2,048
Contingency	\$10,000
Total	\$12,048 *

\*Subject to revision based on actual year-end balances

### Special Funds

Special Assessment Fund	\$10,470 Original Balance
Culvert Restoration	-\$1,722
Seal front Bike Path	-\$2,225
Entryway Fence Paint	-\$201
Balance Remaining	\$6,322

County Funds	\$12,670 Original Balance
RCC Sprinkler	-\$11,048
Entryway Fence & Landscape	-\$1,176
Balance Remaining	\$446