

New Columbia Owner's Association
Quarterly Meeting Minutes
February 23, 2021

Meeting held via Zoom

Attendees:

Board Members	Management	Membership/Guests	Vendors
Tonya Evans	Carrie Lewis	Kati Dimoff	Officer Robel
Alescia Blakely	Michael Whitney	Evan Strandberg	
Simon Williams	Juli Garvey	Mark McIntosh	
	Eduardo Salcido	Genean McIntosh	
	Keith Karlsen	Kimberley Jackson	
	Alexa Stack	Joyce Moreland	
		Unnamed	
		Unnamed	

The meeting begins at about 6:30 PM by Simon Williams.

- I. Review and approve December Meeting Minutes
 - o Agenda reading was done by Tonya Evans instead of Simon Williams.
 - o Minutes are approved.
- II. Police Report – Officer Robel
 - o Simon – what shift are you normally in? Robel – noon to 10PM. There are 4 officers in the unit, so there should be officers in 4-10PM daily, but there are still PPD officers in the “530” district. The district with New Columbia is manned at nighttime. If an urgent call comes through, the answering officer will call the New Columbia officer to report it. They also have a weekly meeting with NC staff.
 - o Simon – were you aware of shots fired Sunday at 1AM? 5 or 6 shots were fired. Carrie notified Officer Ortiz, who responded and did not find anything. Simon is concerned that if there are shooters in the neighborhood, who are they associated with? His desire is to not become the neighborhood it was 30 years ago. He is concerned if there is somebody in the neighborhood who is a threat of the community. Officer Robel is unaware of any individual or association in the NC neighborhood.
 - o Homeowner – do we know anything about the recent homicide in the neighborhood?
 - Officer Robel - I can't discuss this, but neighborhood residents should not be concerned for their safety.
 - Simon – at what point do violent crimes become public record?
 - Officer Robel – when the investigation is closed. PPD now has a team that deals with high violent crimes.
 - o Homeowner – There is a large increase in homeless population living by railroad tracks, as well as people parking outside their homes. Is there anything the police can do?
 - Officer Robel – he can patrol the area more, as well as address parking violations. He can also set up PBOT missions, as he has in the past. They are not allowed to tow vehicles for being in violation, unless they are a safety hazard.

- Homeowner – is there anything we can do such as fencing to keep people from going out into the woods?
 - Michael has been trying to get Union Pacific out to deal with it, but has had minimal success due to lack of response.
 - Is there anything the HOA can do to protect the homeowners? Perhaps the HOA could do something such as a letter to Union Pacific or petition to the courts. The Union Pacific Emergency Line is 1-88-877-7267.
 - Officers can spend some time back there doing walking patrols and seeing who is back there so that they can use the tools they have to see if they have any legal authority. They can see if there are other places they can go. Perhaps showing a presence can help solve the problem. Officer Robel said he can adjust his schedule to deal with lady who often screams in the street in the morning. Simon suggested involving the mental health department. Officer Robel confirmed that there are several tools that they have. Alescia said that the Charles Jordan “Do Good” staff has offered to help with the individuals by the railroad tracks.
 - Homeowner – Abandoned vehicles – There are still quite a few abandoned vehicles in the community. There is one that has been there for 1+ months. Can the police help report it as well?
 - Officer Robel can look at it and if he can’t fix it, he can call PBOT. If it is clearly abandoned, they can tag them then tow them if not moved within 72 hours.
- III. Landscaping Updates – Mike from ValleyScapes is unavailable.
 - Reseeding
 - Tree Pruning – we are posting notices to homeowners to not park cars on the streets during days of pruning. This will be done quarterly throughout the year.
 - Due to winter storms, a lot of trees are down.
 - Homeowner – after the storm, there are several dead trees and several trees leaning against house.
 - Eduardo – you can reach out to management to address – ncmanager1@ipmco.com
- IV. Subcommittee Update
 - Legal Update – Dave, who was going to give update, was unable to make it.
 - Landscape Update – Unable to put together a subcommittee.
- V. Revising CC&R’s
 - Carrie – appointment with attorneys. However, due to storms, the meeting had to be rescheduled. Expect a much more thorough update at next meeting.
- VI. Member Comments
 - No Comments
- VII. YTD Financial Review – January Review
 - Balance Sheet
 - Operating Account – looking good (\$100,000)
 - Replacement Reserve - \$485,000
 - Variance Report
 - Other Revenue – over budget due to anticipate demand letters

- Dues – looks good
- Payroll – In transition of new accountant. Numbers will be off. Billing did not get done correctly. This will get cleaned up.
- Admin Expense – looking good. Security Patrol
- Management fees – increase didn't get added, so there is a large variance. This will get fixed.
- Pavement – budgeted for January, but expenses came in February.
- Homeowner – As previously discussed, homeowners should have been given statements prior to meeting so that they can be reviewed. Why has this still not happened?
 - Carrie – we are trying to follow standard protocol. However, you have the financials now, so you can ask any questions as they come up.
 - The financials were put in the chat as a Dropbox. We can make sure all residents have access to them at the beginning of the meeting.
- Simon – are our financials public record?
 - The agenda can get posted on the New Columbia website the night before the meeting, but minutes have to wait until approved before posting. Michael will make a note of this on the quarterly flyer.

VIII. Community Updates

- Kaboom – Eduardo is still working on pocket parks. He will start the conversation with Alescia about community involvement. We are looking at late June, but this date can change. The project will be installed professionally.
- Food boxes – We are still giving food boxes every Wednesday in the Community Education Center at noon. It is also every third Saturday in the same location. You can visit the website and click Community Services for other locations.

IX. Meeting Adjourned at 7:25 PM.

Balance Sheet

Period = Apr 2021

Book = Accrual ; Tree = ysi_bs

	04/2021	03/2021	Prior Year End
1000-0000 Assets			
1050-0000 Current Assets			
1100-0000 Cash			
1150-0000 Cash-Property Operating-Outside Mgmt	13,041.10	65,407.47	71,440.84
1199-0000 Total Cash	13,041.10	65,407.47	71,440.84
1222-0000 A/R Tenants	43,265.69	42,507.99	36,055.44
1224-0000 Receivables			
1225-0000 Allowance For Doubtful Acnts	-8,678.86	-8,678.86	-8,678.86
1229-2000 Due to/Due From Related Properties	486.67	486.67	486.67
1299-0000 Total Receivables Net Of Allowance	-8,192.19	-8,192.19	-8,192.19
1411-0000 Prepaid Insurance	6,953.00	6,953.00	6,953.00
1419-0000 Prepaid Expenses	950.00	1,425.00	2,850.00
1459-0000 Total Prepaid Expenses	7,903.00	8,378.00	9,803.00
1561-0000 Replacement Reserve	518,615.35	507,589.24	474,508.05
1561-0100 Section 8 Reserve	95.89	95.89	95.89
1565-0000 General Operating Reserves-held by property	167.06	167.06	167.06
1579-0000 Total Funded Reserves & Other Trust Accounts	518,878.30	507,852.19	474,771.00
1599-0000 Total Current Assets	574,895.90	615,953.46	583,878.09
1600-0200 Fixed Assets			
1610-0000 Land	309,845.00	309,845.00	309,845.00
1680-0000 Total Fixed Assets	309,845.00	309,845.00	309,845.00
1699-9900 Total Property Net of Accum Depr	309,845.00	309,845.00	309,845.00
1700-0000 Suspense Account	24,104.54	24,104.54	0.00
1998-0000 Total Non-Current Assets	333,949.54	333,949.54	309,845.00
1999-0000 Total Assets	908,845.44	949,903.00	893,723.09
2111-1100 Accounts Payable - 3rd Party	13,232.88	15,350.61	19,212.29
2120-0000 Accrued Expenses	7,856.82	7,856.82	8,511.64
2160-0000 Misc. Current Liabilities	283.00	283.00	0.00
2179-0000 Total Accounts Payable	21,372.70	23,490.43	27,723.93
2420-0000 Other Accounts Payable	-539.52	-539.52	-539.52
2499-0000 Total Current Liabilities	20,833.18	22,950.91	27,184.41
2850-0000 Deferred Credits			
2850-3200 Prepaid Rent Revenue	8,275.78	10,206.33	7,691.31
2850-9900 Total Deferred Credits	8,275.78	10,206.33	7,691.31
2899-0000 Total Non-Current Liabilities	8,275.78	10,206.33	7,691.31
2999-0000 Total Liabilities	29,108.96	33,157.24	34,875.72
3000-0000 Equity			
3100-0000 Reserve Contributions	129,006.84	129,006.84	129,006.84
3330-0000 Retained Earnings: Current Year	750,729.64	787,738.92	729,840.53
3999-0000 Total Liabilities & Equity	879,736.48	916,745.76	858,847.37

Income Statement Variance Analysis

Period = Apr 2021

Book = Accrual ; Tree = ysi_is

	MTD Actuals	MTD Budget	Variance	YTD Actuals	YTD Budget	Variance
4800-0000 Non-Rental Income						
4820-0000 Other Revenue	1,206.00	0.00	1,206.00	6,268.00	0.00	6,268.00
4945-0000 NSF/Late Fee Income	0.00	128.00	-128.00	7.50	512.00	-504.50
4947-0000 Damages/Cleaning Fees	0.00	75.00	-75.00	0.00	75.00	-75.00
4960-1000 Dues - Partnerships	24,464.00	24,464.00	0.00	97,856.00	97,856.00	0.00
4960-2000 Dues - Homeowners	18,472.00	17,864.00	608.00	72,937.00	71,456.00	1,481.00
4960-3000 Dues - Affordable Homeowners	1,144.00	1,248.00	-104.00	4,576.00	4,992.00	-416.00
4960-6000 Dues - Trenton Terrace	2,860.00	2,860.00	0.00	11,440.00	11,440.00	0.00
4960-7000 Dues HOA- Replacement Reserves	11,086.00	11,024.00	62.00	44,202.00	44,096.00	106.00
4989-0000 Total Non-Rental Income	59,232.00	57,663.00	1,569.00	237,286.50	230,427.00	6,859.50
4990-0000 Interest Income						
4990-5000 Interest Income - Repl Reserves	2.11	3.00	-0.89	11.30	12.00	-0.70
4990-9900 Total Interest Income	2.11	3.00	-0.89	11.30	12.00	-0.70
4999-0000 Total Income (Revenue)	59,234.11	57,666.00	1,568.11	237,297.80	230,439.00	6,858.80
5600-0000 Outside Payroll						
5601-0100 Outside Administrative Payroll Expenses						
5601-1000 Residence Manager Salary/Wages	1,144.68	584.00	-560.68	1,862.36	2,336.00	473.64
5601-2000 Assistant Manager Salary/Wages	1,288.00	1,583.00	295.00	4,508.00	6,332.00	1,824.00
5610-1000 All Admin Payroll Taxes	465.28	300.00	-165.28	1,288.64	1,200.00	-88.64
5611-1000 All Admin Employee Benefits	131.81	50.00	-81.81	292.01	200.00	-92.01
5612-1000 All Admin Workers Compensation	0.97	10.00	9.03	2.55	40.00	37.45
5619-9900 Total Outside Administrative Payroll Expenses	3,030.74	2,527.00	-503.74	7,953.56	10,108.00	2,154.44
5621-0100 Outside Maintenance Payroll Expenses						
5621-3000 Groundskeeper Salary/Wages	2,968.00	2,877.00	-91.00	11,609.00	11,508.00	-101.00
5630-1000 All Main Payroll Taxes	490.02	651.00	160.98	2,277.34	2,604.00	326.66
5631-1000 All Maint Employee Benefits	181.54	641.00	459.46	379.71	2,564.00	2,184.29
5632-1000 All Maint Workers Compensation	9.37	10.00	0.63	36.62	40.00	3.38
5639-9900 Total Outside Maintenance Payroll Expenses	3,648.93	4,179.00	530.07	14,302.67	16,716.00	2,413.33
5699-0000 Total Outside Payroll	6,679.67	6,706.00	26.33	22,256.23	26,824.00	4,567.77
5999-0000 Total Labor Expense	6,679.67	6,706.00	26.33	22,256.23	26,824.00	4,567.77
6030-0000 Administrative Expense						
6030-2000 Auditing Fees -Expense	150.00	0.00	-150.00	150.00	0.00	-150.00
6045-0000 Bank Charges	0.00	30.00	30.00	0.00	30.00	30.00
6055-0900 Software	475.00	651.00	176.00	1,900.00	2,604.00	704.00

Income Statement Variance Analysis

Period = Apr 2021

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	MTD Actuals	MTD Budget	Variance	YTD Actuals	YTD Budget	Variance
6062-0000 Security Patrol Contract	3,817.21	5,884.00	2,066.79	15,017.59	23,536.00	8,518.41
6087-0000 Legal Expense	837.50	5,075.00	4,237.50	837.50	5,300.00	4,462.50
6093-0000 Office Supplies	0.00	10.00	10.00	0.00	40.00	40.00
6095-0000 Other Administrative Expense	200.00	150.00	-50.00	700.00	600.00	-100.00
6097-0000 Other Professional Services	0.00	250.00	250.00	0.00	500.00	500.00
6105-0000 Outside Management Fees	2,736.00	2,736.00	0.00	10,944.00	10,944.00	0.00
6120-0300 Telephone and Communication Expense	65.00	67.00	2.00	260.00	268.00	8.00
6199-0000 Total Administrative Expense	8,280.71	14,853.00	6,572.29	29,809.09	43,822.00	14,012.91
6300-0000 Utilities						
6310-0000 Water	2,998.30	1,000.00	-1,998.30	5,558.99	4,000.00	-1,558.99
6312-0000 Electricity	3,190.12	1,552.00	-1,638.12	9,260.46	6,318.00	-2,942.46
6399-0000 Total Utilities	6,188.42	2,552.00	-3,636.42	14,819.45	10,318.00	-4,501.45
6400-0000 Ordinary Maintenance and Turnover						
6401-0000 Ordinary Maintenance						
6420-0000 Maintenance Materials						
6420-5000 Maint Mtrls - Other	0.00	35.00	35.00	0.00	280.00	280.00
6420-9900 Total Maint Mtrls	0.00	35.00	35.00	0.00	280.00	280.00
6430-0000 Maintenance Contracts & Services						
6430-2500 Maint Contracts - Electrical	-150.00	100.00	250.00	0.00	400.00	400.00
6430-2900 Maint Contracts - Exterminating	620.70	550.00	-70.70	1,652.80	1,100.00	-552.80
6430-5500 Maint Contracts - Landscaping	18,730.89	18,731.00	0.11	74,923.56	74,924.00	0.44
6430-5800 Maint Contracts - Misc.	0.00	0.00	0.00	88.00	0.00	-88.00
6430-9900 Total Maintenance Contracts & Services	19,201.59	19,381.00	179.41	76,664.36	76,424.00	-240.36
6469-0000 Total Ordinary Maintenance	19,201.59	19,416.00	214.41	76,664.36	76,704.00	39.64
6499-0000 Total Ordinary Maintenance and Turnover	19,201.59	19,416.00	214.41	76,664.36	76,704.00	39.64
6600-0000 General Expenses						
6610-1000 Insurance - General Liability/Property	0.00	585.00	585.00	0.00	2,345.00	2,345.00
6624-0000 Misc. Taxes, Licenses, Permits	0.00	50.00	50.00	0.00	50.00	50.00
6659-0000 Total General Expenses	0.00	635.00	635.00	0.00	2,395.00	2,395.00
6900-0000 Non-Operating Expenses For Property						
6910-0200 Maintenance Equipment	0.00	500.00	500.00	0.00	500.00	500.00
6910-0800 Common Area Improvements	0.00	4,000.00	4,000.00	0.00	4,000.00	4,000.00
6910-1000 Land Improvements	55,893.00	50,450.00	-5,443.00	72,859.56	105,899.00	33,039.44

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Period = Apr 2021

Book = Accrual ; Tree = ysi_is

		MTD Actuals	MTD Budget	Variance	YTD Actuals	YTD Budget	Variance
6910-1200	Pavement/Sidewalks/Driveways	0.00	22,000.00	22,000.00	0.00	25,300.00	25,300.00
6959-0000	Total Non-Operating Expenses for Property	55,893.00	76,950.00	21,057.00	72,859.56	135,699.00	62,839.44
7999-9999	Total Expenses	96,243.39	121,112.00	24,868.61	216,408.69	295,762.00	79,353.31
8999-0000	Net Income (Loss)	-37,009.28	-63,446.00	26,436.72	20,889.11	-65,323.00	86,212.11
9899-0000	Net Income (Loss)	-37,009.28	-63,446.00	26,436.72	20,889.11	-65,323.00	86,212.11