

**Coca Lake Homeowners  
Association Annual  
Meeting**

**“Board of Directors  
Annual Report to  
Homeowners”**

**February 2009**

# **AGENDA**

- **Introduction of 2008 CLHA Board members;**
- **Overview of Board responsibilities;**
- **Election of 2009 CLHA Board;**
- **Current status of the Association;**
- **2008 Accomplishments;**
- **Operating Objectives for CY2009;**
- **Review of CY 2008 budget and expenditures;**
- **Presentation of CY 2009 Budget for approval;**
- **Neighborhood Watch**
- **Questions and Discussion.**

## **2008 CLHA Board of Directors**

**George Averill, Pools and Tennis Courts**

**Gerald Carey, ACC, Lakes**

**Eric Hansen, Pres, and Utilities**

**John Latimer, Compliance and Website**

**John Mitchell, Secretary and Compliance**

**Hoyt Raymond, Maintenance**

**Tammy Segura, Communications**

**Brian Sillito, Maintenance**

**Jan Underdown, Treasurer, Grounds Maintenance**

## **Special Thanks**

- **George Averill** for managing the pool operations and numerous maintenance items;
- **John Mitchell** and **John Latimer** for managing compliance issues;
- **Tammy Segura** for publishing our newsletter and initiating an email directory to speed up communications;
- **Cartridge World** for printing our newsletter (**Dave Jeffers**);
- **Gerald Carey** for organizing and running the 2<sup>nd</sup> Annual Children's Fishing Tournament;
- **Jan Underdown** for supervising grounds maintenance, maintaining our books, sending out notices to homeowners, maintaining our directory and assisting Sarah with welcoming committee;
- **Sara Bullard** for gathering information for the directory and being in charge of our Welcoming Committee;
- **Ellen Averill** for organizing and running the Fall Festival, the Fifty-Sixties Party & our first Yard Sale;
- **John Latimer**, **John Mitchell** and **Kenneth Napier** for managing meetings and communication with **LaFarge Concrete Company**;
- **Homeowners** who contributed to adding Carp to the lakes.

# Overview of Board Responsibilities

- Day to day operations
  - **Maintenance;**
    - ✓ **Grounds Maintenance**
    - ✓ **Dams**
    - ✓ **Lakes**
    - ✓ **Facilities (pools / tennis courts / gazebos / fences)**
- **Contract/Vendor Management;**
- **Negotiations with Harris Builders;**
- **Budget development & Execution / Collection of Annual Dues;**
- **Approval / payment of expenditures;**
- **Covenant Compliance;**
- **Website Maintenance;**
- **Architectural approval - new homes and improvements;**
- **Assisting homeowners - “life in a community environment.”**

# Ballot for 2009 CLHA Board of Directors

1. George Averill
2. Gerald Carey
3. Eric Hansen
4. John Latimer
5. John Mitchell
6. Hoyt Raymond
7. Tammy Segura
8. Brian Sillito
9. Jan Underdown
10. Gertrude Rhea Write-In Nominees
11. \_\_\_\_\_
12. \_\_\_\_\_
13. \_\_\_\_\_
14. \_\_\_\_\_
15. \_\_\_\_\_

**VOTE FOR 9 NAMES ONLY**

## **Website – [www.cocalake.org](http://www.cocalake.org)**

- **Coca Lake news / announcements**
- **Pool / Tennis / Lake usage guidelines**
- **Covenants and By-laws**
- **Budget Information**
- **Meeting Minutes**
- **Annual Report**
- **Board / Committee information**
- **Social events**
- **News on local events impacting Coca Lake**
- **Selected links (e.g. schools / homes for sale in CL)**
- **Contact Point for issues ([ContactUS@cocalake.org](mailto:ContactUS@cocalake.org))**

## Current Status of the Association

- **189 lots with homes;**
- **8 lots owned by present homeowners at Coca Lake;**
- **4 homes under construction;**
- **28 Lots – New cut near East BonAcre;**
  - **12 homes completed and Sold**
  - **3 homes completed for Sale**
- **16 Lots – New cut on lake behind pool;**
- **\$67,275 in dues collected to date**
- **21 Homeowners have NOT paid as of Jan. 30, 2009**

# Accomplishments 2008

- Operated slightly over budget ... Closed year with surplus for 5<sup>th</sup> yr
- \$10.7K added to capital fund
- Capital Fund balance: \$36,539.93
- From Capital fund:
  - \$6.0K for Landscaping around pool area
  - \$2.5K for painting and repair of gazebo pool area
  - \$1.1K for 2 Iron Park Benches for Dam area
- Negotiated with Harris Builders to pay for front and rear grounds maintenance and participate in major capital items.
- Lakes:
  - Lake management study
  - Fertilized lakes – Lake homeowners restocked fish
- Pools:
  - New Landscaping around pool area & painted gazebo
- Dam Area:
  - Two New Wrought Iron Park Benches added to Dam Area

# CLHA Challenges

- Building the Capital Fund to address capital expenditures (e.g. pool repair; gazebo replacement; etc.), while minimizing the need for special assessments;
- Replacement and maintenance of real property based on “projected life;”
- Lake maintenance
  - Developing / funding long-term solution to address silt build-up;
  - Dam maintenance and repair;
- Recruiting Volunteers to assist with homeowner services;
- Working with “Non-compliant Homeowners” to maintain our standards of excellence;
- Stopping Vandalism in the pool and tennis court area;
- Controlling Nuisances - dogs, geese, cormorants, beavers.

# **Operating Goals / Objectives for CY2009**

- **Collect and account for all homeowner fees;**
- **Operate within budget while maintaining a standard of excellence;**
- **Maintain Association property to the highest of standards;**
- **Encourage compliance to maintain a community of excellence;**
- **Provide news and information to Homeowners year-round;**
- **Encourage more participation in the CLHA and increase the number of volunteers;**
- **Discourage lake usage by non-residents;**
- **Repair and upgrade all street signs in the Coca Lake.**

# Review of CY 2008 Financials

Income:	
2007 Association Dues	\$ 714
2008 Association Dues	\$74,094
Interest Income	\$ 1,284
Late Fee Income & Overdraft Fees	\$ 175
Pool Rentals & Other Misc Income	\$ <u>500</u>
<b>Total Income:</b>	<b>\$76,767</b>

Ended year with \$10.7K added to capital fund—balance \$36,540

From Capital Fund:

- \$6.0K Landscaping pool area
- \$2.5K Painting Gazebo Pool
- \$1.1K Two Wrought Iron Benches

**Expenses Next Page**

# Review of CY 2008 Actual Expenses

## Expenses:

Accounting Services & Legal Fees	\$ 1,500
Community Activities (incl HOA Mtg)	\$ 2,105
Repairs	\$ 1,618
Grounds Maintenance	\$ 12,910
Insurance	\$ 2,826
Lake Maintenance	\$ 3,325
Capital Expense	\$ 8,624
Office & Printing	\$ 122
Pool & Club House Maintenance	\$ 8,882
Newsletter & Web	\$ 268
Postage & Post Office Box	\$ 254
Utilities - Electric & Water	\$ 22,465
Taxes	\$ 1,159

## Total Expenses:

\$ 66,058

**Net Income (Expense) [to capital account]**

**\$ 10,709**

# Presentation of CY 2009 Budget

<b>Income:</b>	
<b>2009 Association Dues</b>	\$75,675
<b>Interest Income</b>	\$ 1,300
<b>Pool Rentals &amp; Other Misc Income</b>	\$ <u>675</u>
<b>Total Income:</b>	\$ <u>77,650</u>

**NOTE: Harris Builders (Waddell) will continue to fund grounds maintenance for the front and rear entrances.**

**Projected Expenses Next Page**

# Presentation of CY 2009 Budget for Approval

## Expenses:

Accounting Services & Legal Fees	\$ 2,200
Community Activities (incl HOA Mtg)	\$ 2,100
Repairs	\$ 2,000
Grounds Maintenance	\$ 13,500
Insurance	\$ 3,000
Lake Maintenance	\$ 7,000
Capital Expense	\$ 10,000
Office & Printing	\$ 200
Pool & Club House Maintenance	\$ 9,000
Newsletter & Web	\$ 225
Postage & Post Office Box	\$ 436
Utilities - Electric & Water	\$ 22,500
Taxes	\$ 600
<b>Total Expenses:</b>	<b>\$ 72,761</b>

Net Income (Expense) [projected to capital account]

**\$ 4,889**

**\$77,650**

**Presentation of  
CY 2009 Budget for  
Approval**

**Board Motion: Approve CY 2009 Budget as presented.**

# **Neighborhood Watch Discussion**

# **Volunteer Needs**

- **Welcoming Committee;**
- **Pool / Tennis Committee;**
- **Grounds Maintenance Committee;**
- **Monitoring of Street Lights;**
- **Newsletter Committee;**
- **Social Committee.**

## **Next Year's Meeting ... date / place**

**Board Motion: Authorize Board to coordinate a date and location in February 2010 for the next Annual Meeting; time and date to be announced in the web site and by placards posted at entrances.**

**Questions?**