

## **MINUTES OF THE PILGRIM DOWNS HOMEOWNERS' ASSOCIATION ANNUAL MEETING**

The Pilgrim Downs Homeowners' Association Annual Meeting was held on August 4, 2022, at 5:00PM at the residence of Linda and Bob Bennett.

In attendance: Kailash and Valerie Ambwani, Linda and Bob Bennett, Don and Georgia Gogel (2 votes), Marrielle Lamy, Peter and Sarah Millett, Martin Tacon and Lesley Ann Murray, Philip and Eydie Parker, Doug and Jenny Parker, Adam and Amanda Quinton, Linda and Kirk Soukup, Douglas and Andrea Zinser, James Childers - Ranch Manager, and Chad Benson - CPA.

Proxies were obtained from David and Jennifer Bullock, Scott and Paula Claymon, John Dorn, Fred and Carol Emich, James Errant, Jeffrey and Louise Nuttall, Bill and Christy Solomon, Denise Tavani, Joel and Elizabeth Quenneville.

A total of 10 owners were present and 9 proxies were received for a total of 20 owners represented (83%) (Gogels have 2 votes). It was determined that a quorum was present (50% required or 12 owners) and the meeting could proceed. Adam Quinton called the meeting to order.

The agenda, the proposed budget, and a copy of the meeting minutes from the prior year were sent to all owners prior to the meeting.

The annual meeting minutes from the previous year were reviewed. A motion was made and seconded to approve the minutes as presented. Motion was approved.

Adam thanked the Bennets for hosting the meeting and welcomed the Parkers and Claymons to the community as new homeowners.

Board of Managers:

Toby Kinney was reelected to the board for another term. Adam will continue as president of the board for another year.

The Board of Managers is now comprised of the following owners:

Toby Kinney – (term expires 2025)  
Jim Errant – (term expires 2024)  
Adam Quinton – (term expires 2024)  
Denise Tavani – (term expires 2023)  
Georgia Gogel – (term expires 2023)

### **The budget for 2022-2023 was reviewed and discussed:**

The quarterly operating dues are increasing by 5.7% to maintain the operating budget. The quarterly environmental reserve dues are staying the same, with the goal of maintaining a \$400,000 balance in the environmental reserve fund. There are no special assessments for this year.

Budget was motioned for approval, and seconded, and approved by all.

## Other Business:

- Dry conditions are likely to continue in the future. Everyone is encouraged to continually perform wildfire mitigation and protection around their property.
  - Eagle River Fire Dept. can come to homes and do an assessment – call the fire dept. to schedule.
  - The fire department has asked Pilgrim Downs to install two community knox-boxes. This will help the fire department's response time. In the case of a call they would have one or two centralized locations to get keys to homes.
    - This would also be a much more cost-effective way of updating the boxes. Most of the individual boxes on homes are outdated, and the cost to update each one is about \$2,000.
    - Cost for the community boxes is about \$1,500 each, which would be paid by the HOA.
  - Each homeowner is encouraged to add Jim Childers to their call list when for when the fire department is called. Jim can help the firemen gain access to homes quickly.
- The Pilgrim Downs has the rights to construct five additional ponds within the community.
  - Pilgrim Downs pays annual fees to maintain the rights to these ponds.
  - The five ponds have been combined to create one larger pond for community use. Water rights are an extremely contentious topic, and this has become a multi-year project due to objections from property owners up and downstream. The board is working with the attorneys and property owners to come to an agreement. As soon as the project is approved Jim will begin construction.
- Waste Management has complained about homeowners putting recycling inside of plastic bags into the recycling bin. Plastic bags cannot go in the recycling bins, and Waste Management has threatened to discontinue service if this continues.
- It was noted that there are an increasing number of noxious weeds throughout the community.
  - Jim and Adam have met with subcontractors to discuss possible solutions. Many owners are not extending weed control into the wild areas beyond the landscaped areas around their homes.
  - The board is planning on meeting with Enchanted Garden (local landscape company) to get a proposal on spraying all the wild areas around homes as well as the HOA common areas.
- Jim asked homeowners to notify him when they are in town so he can prioritize those homes for snow removal, and help when things arise.
- Homeowners were asked to communicate with guests about careful driving in the snow.
- Some homeowners mentioned they have issues with bugs in their homes when the weather is warm. One suggestion was to try UV lights, which have been effective.

Adam thanked Jim Childers for all his hard work.

Georgia thanked Adam for all the work he has done as President of the HOA.

There being no other business, motion was made to adjourn the Meeting. The motion was seconded, and the Meeting was adjourned at 6:00PM.

Chad Benson, CPA

August 25, 2022

Attachments: Agenda

Budget (2022-2023)

# **PILGRIM DOWNS HOMEOWNERS ASSOCIATION ANNUAL MEETING AGENDA**

**Thursday, August 4th, 2022**

**5:00PM**

**Bennett Residence**

**111 Pilgrim Drive**

- Call to Order
- Determination of a Quorum (Chad Benson)
- Approval of July 29th, 2021 meeting minutes
- Proposed Slate for Election to the Board of Managers for a Three-Year Term
  - Toby Kinney
- Review and Approval of FY23 Proposed Budget
- Any Other Business
- Adjournment

**PILGRIM DOWNS HOMEOWNERS ASSOCIATION  
OPERATING FUND  
FYE 2022 PROJECTION AND PROPOSED BUDGET  
FOR THE FISCAL YEAR ENDING JULY 31, 2023**

	YTD Actual 8/1/21 to 4/30/22	PROJECTED Next 3 Months 5/1/22 to 7/31/22	PROJECTED Total Fiscal Year 8/1/21 to 7/31/22	FYE 07/31/22 Annual Budget	Projected Variance Actual to Budget \$ Over Budget	FYE 07/31/23 Annual Budget PROPOSED	Variance Budget to Budget
<b>Revenues</b>							
Operating Dues	216,247.86	72,082.62	288,330.48	288,330.00	0.48	308,340.90	20,010.90
Reserve Dues	43,011.36	14,337.12	57,348.48	57,348.25	0.23	57,348.25	-
Special Assessment - Environmental	108,000.00	36,000.00	144,000.00	144,000.00	-	-	(144,000.00)
Special Assessment - Ranch House	22,500.00	7,500.00	30,000.00	30,000.00	-	-	(30,000.00)
Snow Removal Dues	70,401.02	-	70,401.02	70,401.10	(0.08)	70,401.10	(0.00)
Hay Sales	856.00	-	856.00	1,000.00	(144.00)	1,000.00	-
Wild Fire Mitigation Income		2,500.00	2,500.00		2,500.00	3,000.00	3,000.00
Interest Income-Reserve	18.44	11.00	29.44	30.00	(0.56)	30.00	-
Late Fees	-	-	-	-	-	-	-
Funding From Reserve	2,498.90	-	2,498.90	2,498.90	-	12,600.00	10,101.10
Sale of Tires	600.00	-	600.00	-	600.00	-	-
<b>Total Income</b>	<b>464,133.58</b>	<b>132,430.74</b>	<b>596,564.32</b>	<b>593,608.25</b>	<b>2,956.07</b>	<b>452,720.25</b>	<b>(140,888.00)</b>
<b>Expense - Operating</b>							
Accounting	7,560.00	2,520.00	10,080.00	10,080.00	-	13,092.00	3,012.00
Architectural	-	1,000.00	1,000.00	1,000.00	-	1,000.00	-
Gate	5,058.06	1,900.00	6,958.06	7,000.00	(41.94)	7,000.00	-
Hay Field	-	750.00	750.00	750.00	-	750.00	-
Insurance	10,528.52	2,500.00	13,028.52	15,000.00	(1,971.48)	15,000.00	-
Landscape, Shrubs, Flowers	1,083.60	4,900.00	5,983.60	6,000.00	(16.40)	6,000.00	-
Legal Fees - Ops	3,013.00	1,500.00	4,513.00	5,000.00	(487.00)	5,000.00	-
Miscellaneous Maintenance	5,526.28	1,100.00	6,626.28	6,700.00	(73.72)	10,700.00	4,000.00
Office Expense	314.26	150.00	464.26	600.00	(135.74)	500.00	(100.00)
Payroll Taxes	8,462.18	3,500.00	11,962.18	11,650.00	312.18	13,200.00	1,550.00
Preventative Maint & Road Repairs	5,598.77	-	5,598.77	5,000.00	598.77	6,000.00	1,000.00
Ranch Manager Home Gas & Maint	4,711.06	1,000.00	5,711.06	5,000.00	711.06	5,800.00	800.00
Ranch Manager Home Improvements	-	-	-	9,500.00	(9,500.00)	9,000.00	(500.00)
Ranch Manager Boiler/Side-arm Replacement	25,836.19	-	25,836.19	30,000.00	(4,163.81)	-	(30,000.00)
Ranch Manager Home - Mortgage Payment	59,273.82	19,757.94	79,031.76	79,050.00	(18.24)	79,050.00	-
Ranch Manager Compensation	136,875.03	45,625.02	182,500.05	182,500.00	0.05	200,750.00	18,250.00
Snow Removal Supplies	125.00	-	125.00	1,000.00	(875.00)	1,000.00	-
Trash & Recycling Collection	5,613.15	2,020.00	7,633.15	7,000.00	633.15	7,900.00	900.00
Truck Fuel, Oil, Lic, Fees, & Maint	6,359.05	1,800.00	8,159.05	7,000.00	1,159.05	8,200.00	1,200.00
HOA Meeting	2,232.59	-	2,232.59	2,400.00	(167.41)	2,400.00	-
<b>Total Operating Expense</b>	<b>288,170.56</b>	<b>90,022.96</b>	<b>378,193.52</b>	<b>392,230.00</b>	<b>(14,036.48)</b>	<b>392,342.00</b>	<b>112.00</b>
Transfer to/from Reserves	151,029.80	50,348.12	201,377.92	201,378.25	(0.33)	60,378.25	(141,000.00)
<b>Net Surplus (Deficit) Cash</b>	<b>24,933.22</b>	<b>(7,940.34)</b>	<b>16,992.88</b>	<b>-</b>	<b>16,992.88</b>	<b>-</b>	<b>-</b>

**PILGRIM DOWNS HOMEOWNERS ASSOCIATION  
ENVIRONMENTAL RESERVE FUND  
FYE 2022 PROJECTION AND PROPOSED BUDGET  
FOR THE FISCAL YEAR ENDING JULY 31, 2023**

	YTD Actual 8/1/21 to 4/30/22	PROJECTED Next 3 Months 5/1/22 to 7/31/22	PROJECTED FYE 7/31/22 8/1/21 to 7/31/22	FYE 07/31/22 Annual Budget	Projected Variance Actual to Budget \$ Over Budget	FYE 07/31/23 Annual Budget PROPOSED	Variance Budget to Budget	PROJECTION FYE 7/31/24
Beginning Balance	291,855.31	291,855.31	291,855.31	293,558.94	(1,703.63)	434,317.69		400,288.82
Revenues - Reserve								
Previous Year Surplus/Deficit (Operating)		-	-	(5,008.25)	5,008.25	16,992.88	22,001.13	
Previous Year Surplus (Reserve)	-	-	-		-	-	-	
Reserve Funding	148,530.90	50,348.12	198,879.02	198,879.35	(0.33)	47,778.25	(151,101.10)	57,348.25
<b>Total Income</b>	<b>148,530.90</b>	<b>50,348.12</b>	<b>198,879.02</b>	<b>193,871.10</b>	<b>5,007.92</b>	<b>64,771.13</b>	<b>(129,099.97)</b>	<b>57,348.25</b>
Expense - Reserve								
Beaver Dam Excavation	-	600.00	600.00	600.00	-	600.00	-	600.00
Dead Tree & Pine Beetle Removal	660.00	8,800.00	9,460.00	4,500.00	4,960.00	6,000.00	1,500.00	6,000.00
Ditch & Irrigation Repair	75.01	2,000.00	2,075.01	3,000.00	(924.99)	3,000.00	-	5,000.00
Environmental Preservation (Resource Engineering)	-	1,000.00	1,000.00	3,500.00	(2,500.00)	3,500.00	-	4,000.00
Legal Fees - Environmental	27,834.91	5,000.00	32,834.91	20,000.00	12,834.91	20,000.00	-	20,000.00
New Community Pond Construction	-	-	-	50,000.00	(50,000.00)	50,000.00	-	-
Pond Maintenance	818.32	1,000.00	1,818.32	2,000.00	(181.68)	2,000.00	-	2,000.00
Water Lease	8,628.40	-	8,628.40	8,500.00	128.40	8,700.00	200.00	9,000.00
Community Landscaping & Furniture	-	-	-	5,000.00	(5,000.00)	5,000.00	-	3,000.00
<b>Total Expenses</b>	<b>38,016.64</b>	<b>18,400.00</b>	<b>56,416.64</b>	<b>97,100.00</b>	<b>(40,683.36)</b>	<b>98,800.00</b>	<b>1,700.00</b>	<b>49,600.00</b>
<b>Net Surplus (Deficit)</b>	<b>110,514.26</b>	<b>31,948.12</b>	<b>142,462.38</b>	<b>96,771.10</b>	<b>45,691.28</b>	<b>(34,028.87)</b>	<b>(130,799.97)</b>	<b>7,748.25</b>
<b>Ending Reserve Fund</b>	<b>402,369.57</b>	<b>323,803.43</b>	<b>434,317.69</b>	<b>390,330.04</b>	<b>43,987.65</b>	<b>400,288.82</b>	<b>9,958.78</b>	<b>408,037.07</b>

DUES PER QUARTER	2022	2023	Variance
Operating Dues	3,073.29	3,281.74	208.45
Environ Reserve Dues	597.38	597.38	(0.00)
<b>TOTAL</b>	<b>3,670.67</b>	<b>3,879.12</b>	<b>208.45</b>

\*\* SNOW REMOVAL DUES VARY FOR EACH HOMEOWNER FOR THE WINTER QUARTERS

## Dues Per Unit

Owner	Annual Operating Dues	Annual Environ Reserve Dues	Annual Snow Removal Dues	Quarterly Total Without Snow	Quarterly Total With Snow
	308,340.90	57,348.25	70,401.10		
11A - 875 Pilgrim Dr. LLC - Lamy	13,126.97	2,389.51	5,885.14	3,879.12	6,821.69
4 -LND Family Realty, LP	13,126.97	2,389.51	4,511.49	3,879.12	6,134.86
Baumgartner-9	13,126.97	2,389.51	4,075.74	3,879.12	5,916.99
Bennett - Lot 1	13,126.97	2,389.51	3,051.52	3,879.12	5,404.88
Bullock-5	13,126.97	2,389.51	1,852.17	3,879.12	4,805.20
Claymon-17*	10,891.54	2,389.51	3,029.11	3,320.26	4,834.81
Emich-19	13,126.97	2,389.51	3,664.89	3,879.12	5,711.56
Errant-6*	10,891.54	2,389.51	4,072.42	3,320.26	5,356.47
Gogel-Phase II - 2	13,126.97	2,389.51	1,141.69	3,879.12	4,449.96
Soukup - Phase II - 1*	10,891.54	2,389.51	2,215.71	3,320.26	4,428.11
Gogel-10	13,126.97	2,389.51	3,025.79	3,879.12	5,392.01
Tavani - 14	13,126.97	2,389.51	1,487.80	3,879.12	4,623.02
Kinney - II-3	13,126.97	2,389.51	1,234.65	3,879.12	4,496.44
Ambwani -7	13,126.97	2,389.51	4,186.13	3,879.12	5,972.18
Millett - 16	13,126.97	2,389.51	2,054.69	3,879.12	4,906.46
Nuttall-11	13,126.97	2,389.51	3,558.65	3,879.12	5,658.44
Quenneville-20	13,126.97	2,389.51	2,710.39	3,879.12	5,234.31
Quinton - 12	13,126.97	2,389.51	2,543.56	3,879.12	5,150.90
Solomon-3	13,126.97	2,389.51	2,517.83	3,879.12	5,138.03
Tacon-13	13,126.97	2,389.51	2,029.79	3,879.12	4,894.01
Traylor-2	13,126.97	2,389.51	3,766.15	3,879.12	5,762.19
Parker-18	13,126.97	2,389.51	3,512.17	3,879.12	5,635.20
Kelly - 8	13,126.97	2,389.51	2,062.99	3,879.12	4,910.61
Zinser-15	13,126.97	2,389.51	2,210.73	3,879.12	4,984.48
	308,340.90	57,348.25	70,401.10	91,422.29	126,622.84

\* LOWER OPERATING DUES REFLECT PRIOR UP-FRONT PAYMENT TO ESTABLISH RANCH MANAGER HOME