

**COMSTOCK VILLAGE
HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
JANUARY 17, 2023**

CALL TO ORDER: 7:08 pm

-- Determination of Quorum: All Board Member present

MINUTES OF NOVEMBER MEETING approved with correction

FINANCIAL REPORTS November Financial Statements approved

REPORTS:

Timesheet - approved
New Homeowners
Architectural Approvals (none)

NEW BUSINESS

- Carl Ross from the Common Area Committee attended the meeting to discuss a free MEGA secure interest data storage account that the CVHA Common Committee has opened. The Common Area Committee is using it to preserve all common area survey data. The proposal is to transfer control of the MEGA account to the Board as it would be able to store permanent and temporary files in this account. Janet will look into the MEGA account to see if this is something that will be advantageous for all of CVHA.
- Jason gave an update on the 1st Bank CD reassignments. The account ending 4633 has been rolled into a 6-month CD which now gets a higher interest rate. The CD ending in 0703 matures in April and, at that time, a new 6 month CD will be opened to get a higher rate of interest. Al proposed that at the March meeting we I will discuss further at moving the 4633 into the 0703 account.
- Dates for the February Farewell Dinner for former directors Jim, Howie and Stan was discussed with four possible dates. Chas will contact the former board members to get a consensus on which date will work best. Possible gifts and the budget were also discussed. Possible dates are February 16, 17, 23, or 24th.
- The 2024 area of responsibilities for the Board was discussed and it was determined that the following Board members will be responsible for the following areas:
 - Jason will take over the areas of Grey Eagle Terrace, Circle (North & South), Drive
 - Kevin will maintain War Eagle Drive (North & South), Place, Court, Lane
 - Chas will continue to oversee White Falcon Ct, Flying Eagle Pl, Hastings Dr, Red Feather Dr and Grey Eagle Lane

- Cheryl is responsible for Blackhawk Drive, Place and Court
- Al continues with Winter Hawk Cir, Dark Horse Dr & Place, Nighthawk Pl, Oak Hills Dr and Oak Bend Ct
- Janet is assigned to Rockrimmon Blvd, Silver Spring Cir, Court & Dr, Anaconda Dr and Grey Eagle Cr E (near Silver Spring)
- John is tasked with Delmonico Dr, Waco Ct, and Allegheny Dr & Place
- Collateral duties are:
 - Chas -Meetings
 - Jason - Summer Concert and backup for Meetings
 - Al - Secretary – Treasurer and Paint
 - Kevin – Security Patrol Liaison
 - Janet – Webmaster & Data Storage for HOA
 - John – CSPD & Baker & King back-up
 - Cheryl – partner with John for concert planning
- Al continues to work with Sherwin-Williams to get the color wheel palette ready to download to the website.
- Tiny Letter replacement options. Tiny Letter is being disbanded on February 29th. Cathy has investigated other options, however, to date, none are meeting the needs of CVHA. Janet will contact SarahRose for suggestions and look at other vendors. Further discussion will take place at the February meeting.
- Janet will replace Board member pictures and is requesting each Board member send her two pics that will be appropriate for the website.
- Chas and Janet will look at the final review of the website to ensure all links and information are updated so we have a final website version.

COVENANT VIOLATIONS

- 6665 Grey Eagle Terr the overgrown weeds have been taken care of but siding still needs to be taken care of. Chas and Jason to monitor
- 1055 Allegheny Dr – discussion centered around black tubing that was flowing into neighbors yard. John to talk with both parties to come up with acceptable solution.

ADJOURNED at 9:00 pm

Comstock Village HOA		Comstock Village HOA	
Profit and Loss		Balance Sheet	
January 2024		As of January 31, 2024	
	Total		Total
Income		ASSETS	
Assessment Statements	202.00	Current Assets	
Homeowners Assessments	30,131.00	Bank Accounts	
Late Fees	2,992.00	CD ending in 0703	5,323.47
Unapplied Cash Payment Income	-90.00	CD ending in 4633	21,180.32
Total Income	\$ 33,235.00	First Bank Checking	31,101.35
Gross Profit	\$ 33,235.00	Dumpsters	5,918.79
Expenses		Common Area Rollover	7,665.68
Administrative Costs		Concert rollover	1,400.54
Administrator	800.00	Security Patrols	8,654.67
Travel	21.97	Total First Bank Checking	\$ 54,741.03
Total Administrative Costs	\$ 821.97	Total Bank Accounts	\$ 81,244.82
Annual Billing/All Newsletters		Other Current Assets	
Postage	190.28	Undeposited Funds	251.00
Printing	1,697.52	Total Other Current Assets	\$ 251.00
Total Annual Billing/All Newsletters	\$ 1,887.80	Total Current Assets	\$ 81,495.82
Common Areas		TOTAL ASSETS	\$ 81,495.82
materials	32.35	LIABILITIES AND EQUITY	
Mowing, Trash	105.00	Liabilities	
Sidewalk snow Removal	200.00	Current Liabilities	
Total Common Areas	\$ 337.35	Other Liabilities	
QuickBooks Payments Fees	353.05	CO Dept of Revenue Payable	0.00
Security Patrols	1,200.00	CO, Colorado Spgs Payable	0.00
Unapplied Cash Bill Payment Expense	7,500.00	Total Other Current Liabilities	\$ 0.00
Total Expenses	\$ 12,100.17	Total Current Liabilities	\$ 0.00
Net Operating Income	\$ 21,134.83	Total Liabilities	\$ 0.00
Net Income	\$ 21,134.83	Equity	
		Opening Balance Equity	20,213.03
		Retained Earnings	40,147.96
		Net Income	21,134.83
		Total Equity	\$ 81,495.82
		TOTAL LIABILITIES AND EQUITY	\$ 81,495.82

Comstock Village Homeowner's Association

Check Detail

January 2024

	Date	Transaction Type	Num	Name	Clr	Amount
1st Bank						
Checking						
	01/05/2024	Bill Payment (Check)	793	Pine Cottage Designs, LLC		-7,500.00
						-7,500.00
	01/06/2024	Bill Payment (Check)	794	Arthur Lebo, Jr.		-337.35
						-337.35
	01/14/2024	Bill Payment (Check)	795	Rhodesco Printing		-1,887.80
						-1,887.80
	01/14/2024	Bill Payment (Check)	796	Cathy Gelston		-821.97
						-821.97
	01/24/2024	(Check)	797	Baker & King Security Services		-1,200.00
						-1,200.00

**COMSTOCK VILLAGE
HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
FEBRUARY 21, 2024**

CALL TO ORDER: 7:15 p.m.

-- Determination of Quorum: Met

MINUTES OF JANUARY MEETING: Approved

FINANCIALS: Financials approved.
Administrator timesheet approved

REPORTS: Administrator timesheet approved
No new homeowners or Architectural approvals

OLD BUSINESS

Cathy gave an update of assessment payments that have been paid. Payments have been paid by website, by check or through ACH system. Reminders have been sent to those homeowners that have yet to pay with a due date of February 29th. Homeowners still owing will be sent another reminder stating there is a grace period until March 10th. If not paid by then, a \$30 rebilling fee will be added to the balance. Board members will be given a list of those homeowners who still need to remit payment at the March 20th Board meeting. The directors will then reach out to homeowners face-to-face to give reminders to pay and try to collect.

Janet gave an update on the new website and changes she has made. Board member pictures have been updated along with the download of all email addresses from Tiny Letter. All email addresses have been added to the CVHA Subscriber category so all homeowners will be able to receive email correspondence to the website so all homeowners. In addition, she has included the latest Baker & King Security reports.

All gave an update on the paint wheel and all information has been downloaded to the website. The purpose is to give homeowners a tool to use when picking an earthtone color for their home that has been pre-approved.

Tiny Letter update by Cathy and Janet. Tiny Letter is going away as of February 29th and all current emails have been downloaded to the website: comstockvillagehoa.com so homeowners will be able to receive pertinent emails on upcoming events, important information and HOA happenings.

John attended the CSPD Neighborhood Watch program on January 29th. While there was no significant information to share the CSPD apps and links have been included in the CVHA website for homeowner use.

Final coordination of the February 23rd farewell dinner was discussed with designated gift presenters and a summary of the gifts that will be given to former directors at the dinner on February 23rd.

Jason and Cheryl gave an update on the Summer Concert, which will be held on June 27th. The band is under contract and suggestions have been made to encourage more homeowners to attend. Suggestions for additional activities were a Wine Tasting, Bounce House for the kids, Giant Outdoor games, and face painting. Further decisions and planning will be shared at future meetings.

NEW BUSINESS:

Brett Tobin, a Comstock Village homeowner and attorney was introduced to the Board. He has volunteered to be legal counsel for HOA matters, if needed, and to give direction on HOA proceedings.

COVENANT VIOLATIONS:

1055 Allegheny Dr was removed from list as this is not considered an HOA issue

6665 Grey Eagle Terrace will remain on list and Jason will be primary contact for this property.

MEETING ADJOURNED at 9:00 p.m.

COMSTOCK VILLAGE
HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS
MARCH 20, 2024

CALL TO ORDER

DETERMINATION OF A QUORUM

MINUTES OF FEBRUARY MEETING

FINANCIAL February Financial Statements

REPORTS:

ADMINISTRATOR

- ◆ Timesheet
- ◆ New Homeowners
- ◆ Architectural Approvals (none)

COVENANT VIOLATIONS

OLD BUSINESS:

- ◆ Annual assessment payment tally and enforcement (Cathy)
- ◆ Updates to new website (Janet)
- ◆ 2023 Tax Filing (Cathy)
- ◆ Reassignment of CD ending in 0703 (Jason & Al)
- ◆ Hogan property update (Cathy)
- ◆ Foothills Concert Planning update (Jason & Cheryl)
- ◆ Quickbooks "late fee" issue update and accounts previously paid (Jason & Cathy)
- ◆ Administrator compensation (Chas)
- ◆ Paint wheel returned from Sherwin Williams (Al)

NEW BUSINESS:

- ◆ Spring Newsletter Articles
- ◆ Proposed dates for: Garage Sale: (June 1st)
- ◆ Clean-up Dumpster dates – open for discussion
- ◆ Chipper Dates for Comstock - June 24th and September 16th

COVENANT VIOLATIONS

ADJOURN

Future meetings: April 17, May 15, June 19

Comstock Village HOA Profit and Loss February 2024		Comstock Village HOA Balance Sheet As of February 29, 2024	
	Total		Total
Income		ASSETS	
Assessment Statements	600.00	Current Assets	
Homeowners Assessments	14,221.00	Bank Accounts	
Late Fees	1,496.00	CD ending in 0703	5,323.47
Unapplied Cash Payment Income	12.00	CD ending in 4633	21,180.32
Total Income	\$ 16,329.00	First Bank Checking	42,956.53
Gross Profit	\$ 16,329.00	Clean-Up Dumpsters Common Area	5,918.79
Expenses		rollover	7,665.68
Administrative Costs		Concert rollover	1,400.54
Administrator	800.00	Security Patrols	8,654.67
Gifts	200.00	Total First Bank Checking	\$ 66,596.21
Travel	26.80	Total Bank Accounts	\$ 93,100.00
Total Administrative Costs	\$ 1,026.80	Other Current Assets	
Common Areas		Undeposited Funds	1,407.00
materials	200.88	Total Other Current Assets	\$ 1,407.00
Mileage	139.00	Total Current Assets	\$ 94,507.00
Mowing, Trash	210.00	TOTAL ASSETS	\$ 94,507.00
Sidewalk snow Removal	425.00	LIABILITIES AND EQUITY	
Total Common Areas	\$ 974.88	Liabilities	
QuickBooks Payments Fees	116.14	Current Liabilities	
Security Patrols	1,200.00	Other Current Liabilities	
Total Expenses	\$ 3,317.82	Department of Revenue Payable	0.00
Net Operating Income	\$ 13,011.18	Colorado, Colorado Springs Payable	0.00
Net Income	\$ 13,011.18	Total Other Current Liabilities	\$ 0.00
		Total Current Liabilities	\$ 0.00
		Total Liabilities	\$ 0.00
		Equity	
		Opening Balance Equity	20,213.03
		Retained Earnings	40,147.96
		Net Income	34,146.01
		Total Equity	\$ 94,507.00
		TOTAL LIABILITIES AND EQUITY	\$ 94,507.00

Comstock Village Homeowner's Association

Check Detail

February 2024

	Date	Transaction Type	Num	Name	Clr	Amount
1st Bank						
Checking						
	02/07/2024	Bill Payment (Check)	798	Frank Barber		-270.00
						-270.00
	02/07/2024	Bill Payment (Check)	799	Ryan Perkins		-198.00
						-198.00
	02/07/2024	Bill Payment (Check)	800	Arthur Lebo, Jr.		-290.88
						-290.88
	02/07/2024	Bill Payment (Check)	801	Cathy Gelston		-826.80
						-826.80
	02/07/2024	Bill Payment (Check)	802	Baker & King Security Services		-1,200.00
						-1,200.00
	02/11/2024	Bill Payment (Check)	803	Ryan Perkins		-216.00
						-216.00
	02/23/2024	Bill Payment (Check)	804	Susan Stevens		-200.00
						-200.00

1st Bank	5575.000
1st Bank	5513.000
1st Bank	

2024 Administrator Timesheet					
Total in hours	October 2023	November 2023	December 2023	January 2024	February 2024
phone/emails/mail	14	14	8	12	8
banking/bill pay/financials	4	4	3	4	6
Status Letters		3	2	2	2
improvement apps	4	5	2	1	1
Board meeting/prep/mins	3	3	3	3	3
post office/bank	3	3	3	9	7
newsletter & mailing list	4	4	10	7	
Quickbooks Audit					
cleanup weekend (dumpsters)	8				
common areas				1	
website review	3	5		2	4
garage sale					
board candidate ballots					
Jazz in the Park					
Annual Assessments		2		16	18
Update HOA Materials	2	3		1	1
New Homeowner/Materials	2	2		0	0
Total	51	48	40	58	50

March 2024 New Homeowners			Letter
340 Waco Ct	Evan & Alicia Baczek	\$575,000	X
552 Anaconda Dr	Brandon & Nicole Stork	\$513,000	X
625 Blackhawk Dr	Marcus Anthony		X

COMPLAINT DATE	ADDRESS	OWNER	VIOLATION	BOARD	3/20/2024
12/18/2021	6665 Grey Eagle Terr	Hogan	siding	Jason	Jason to monitor

**COMSTOCK VILLAGE
HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS
APRIL 17, 2024**

CALL TO ORDER

DETERMINATION OF A QUORUM

MINUTES OF MARCH MEETING

FINANCIAL March Financial Statements

REPORTS:

ADMINISTRATOR

- ◆ Timesheet
- ◆ New Homeowners
- ◆ Architectural Approvals (none)

OLD BUSINESS:

- ◆ Annual assessment payment tally and Board approval for liens (Cathy)
- ◆ Mass email solution (Cathy & Janet)
- ◆ Reassignment of CD ending 0703 (Jason)
- ◆ Spring Newsletter Articles: Prez article and Spring Clean-up part 1 (Chas); common area update (Frank) Communication is key, trailers on properties, exterior paint approval, community garage sale, Spring Clean-up part 2 (Cathy); Foothills concert save the date (Cheryl & Jason); meet your director Cheryl (AI), Using new website (Janet)
- ◆ Hogan property update (Cathy)
- ◆ Foothills Concert Planning update (Jason & Cheryl)
- ◆ Quickbooks "late fee" correction and accounts previously paid (Jason, Kevin & Cathy)
- ◆ Sign Cathy's overtime compensation check (Chas)
- ◆ Estimate for new CVHA Administrator laptop (Cathy)
- ◆ Paint wheel returned from Sherwin Williams (AI)

NEW BUSINESS:

- ◆ Date for Annual Garage Sale: (June 1st)
- ◆ Clean-up Dumpster dates – (proposed June 5, 6 (Wed, Thur) and June 11,12 (Tues, Wed))

COVENANT VIOLATIONS

ADJOURN

Future meetings: May 15, June 19, July 17

**COMSTOCK VILLAGE
HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
MARCH 20, 2024**

CALL TO ORDER: 7:10 PM

-- Determination of Quorum: Met

MINUTES OF FEBRUARY MEETING: Approved

FINANCIALS: Financials approved.

REPORTS: Administrator timesheet approved
New homeowners reviewed
No outstanding architectural approvals

OLD BUSINESS

Cathy gave an update of assessment payments that have been paid. Payments have been paid by website, by check or through ACH system. There are still 28 outstanding payments to be collected. Final invoices and reminders were handed out to directors to deliver to homeowners who have yet to pay. These reminders to be delivered by the end of the March 24th weekend. If assessments have not been paid by the April board meeting, then liens will be placed on the homeowners properties.

Janet gave updated information on the website and changes that have been made. Due to homeowner confusion on the 6-digit code for website participation it was determined that this requirement will be removed. Updated information has been updated in the website and all data in Wix is current.

Cathy shared the 2023 tax filing will be completed and submitted by April 15th.

Jason has been given the go-ahead to transfer \$4700 from the 1st Bank checking account and add it to the 0703 CD as this will give a higher interest on the account. This CD matures on April 10th.

Due to Al's absence, we don't have an answer on the missing color wheel. Will revisit at the April meeting.

As Jason was absent, we don't have an update on the assessment payments paid through the website as there is a problem with the entry information in Quickbooks. Will discuss further at the April meeting.

There has been no new developments in the Hogan property and the covenant violations. The title company and realtor have received the status letter rejection and have reached out to the Hogan family for next steps. We will keep the board updated on any developments or progress.

Dumpsters clean up week will be the 2nd and 3rd week of June (dates to be announced at the April meeting). This allows homeowners who participate in the garage sale on June 1st time to determine if they need to discard unwanted or unsold items.

Cheryl gave an update on the Foothills Concert which will be held on June 27th. Bounce house has been secured and plans are moving forward. Possible sponsors, who live in Comstock Village and own Massage Heights are willing to bring tent and provide 10-minute massages for concert goers and are willing to donate funds for the concert.

Jamie Baker (owner of B & K Security) briefly attended the meeting and introduced himself. He listened to minor concerns, took notes and will address with staff.

Spring Newsletter articles were discussed, and it was determined articles will be due to Cathy by the April meeting. Assignments have been given and it is anticipated the Spring Newsletter will be sent out through the website by the first week in May.

COVENANT VIOLATIONS

6665 Grey Eagle Terrace will remain on the list until a determination is made on the covenant violations and the rejected status letter. Jason will be primary contact for this property.

MEETING ADJOURNED at 9:00 p.m.

**COMSTOCK VILLAGE
HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
APRIL 17, 2024**

CALL TO ORDER: 7:05 PM

-- Determination of Quorum: Met

MINUTES OF MARCH MEETING: Approved

FINANCIALS: Financials approved.

REPORTS: Administrator timesheet approved
New homeowners reviewed
No outstanding architectural approvals

OLD BUSINESS

Cathy gave an update of paid assessments to date. Currently there are 10 outstanding payments to be collected. Those accounts will be sent to the Comstock legal representative to have liens placed on the homeowner's properties by the next meeting.

Janet was unable to attend the meeting, however, the board approved additional funds to increase the number of emails sent through the website which will solve the problem of the monthly email limit.

Jason was able to successfully transfer the necessary funds from the checking account to the CD ending in 0703 which now gives this account a higher interest rate to 4.88%.

Spring newsletter articles were due from board members at this April meeting. Once all articles have been received Cathy will develop a draft of the newsletter for the board's review. The goal is to have the newsletter sent to homeowners by the first week of May.

A letter has been written regarding the Hogan property and that all overdue assessments are required to be paid before the Status Letter is sent. The buyer of the property submitted a letter to the board requesting he be granted 2 ½ months to get the property up to covenant standards after possession has taken place. CVHA is waiting for the overdue assessment payments and then a conditional status letter will be sent to the title company. Once repairs have been completed a final status letter will be sent.

Dumpsters clean up week will be the 2nd and 3rd week of June. Dates will be June 5, 6, 11, and 12. Baker & King will be hired to patrol the dumpster areas to ensure the dumpsters are for the use only of Comstock Village HOA homeowners. Residents may be asked by B & K staff to show proof of identity to ensure they live in the CVHA area. B & K will be hired for 8 hours on the 1st day of the week when the dumpsters are delivered and 4 hours the second day.

Jason gave an update on the Foothills Concert which will be held on June 27th. Donations from local businesses will be solicited by board members. The contract with the band "Starburn" has been signed and further details will continue to be worked on.

There has not been a solution to the QuickBooks/website payment issue. Cathy will contact the former administrator, Alicia, to see if she is able and willing to assist with a resolution to the merging of those systems.

Cathy gave an estimate for a CVHA laptop to be used by the Administrator. The board approved the purchase.

Al was unable to attend the meeting so there has not been a determination if the missing paint wheel can be returned.

COVENANT VIOLATIONS

6665 Grey Eagle Terrace will remain on the list until a determination is made on the covenant violations and the rejected status letter. Jason will be primary contact for this property.

MEETING ADJOURNED at 8:50 p.m.

**COMSTOCK VILLAGE
HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS
APRIL 17, 2024**

CALL TO ORDER

DETERMINATION OF A QUORUM

MINUTES OF MARCH MEETING

FINANCIAL March Financial Statements

REPORTS:

ADMINISTRATOR

- ◆ Timesheet
- ◆ New Homeowners
- ◆ Architectural Approvals (none)

OLD BUSINESS:

- ◆ Annual assessment payment tally and Board approval for liens (Cathy)
- ◆ Mass email solution (Cathy & Janet)
- ◆ Reassignment of CD ending 0703 (Jason)
- ◆ Spring Newsletter Articles: Prez article and Spring Clean-up part 1 (Chas); common area update (Frank) Communication is key, trailers on properties, exterior paint approval, community garage sale, Spring Clean-up part 2 (Cathy); Foothills concert save the date (Cheryl & Jason); meet your director Cheryl (AI), Using new website (Janet)
- ◆ Hogan property update (Cathy)
- ◆ Foothills Concert Planning update (Jason & Cheryl)
- ◆ Quickbooks "late fee" correction and accounts previously paid (Jason, Kevin & Cathy)
- ◆ Sign Cathy's overtime compensation check (Chas)
- ◆ Estimate for new CVHA Administrator laptop (Cathy)
- ◆ Paint wheel returned from Sherwin Williams (AI)

NEW BUSINESS:

- Date for Annual Garage Sale: (June 1st)
- ◆ Clean-up Dumpster dates – (proposed June 5, 6 (Wed, Thur) and June 11,12 (Tues, Wed)

COVENANT VIOLATIONS

ADJOURN

Future meetings: May 15, June 19, July 17

Comstock Village HOA Balance Sheet As of March 31, 2024		Comstock Village HOA Profit and Loss March 2024	
	Total		Total
ASSETS		Income	
Current Assets		Assessment Statements	200.00
Bank Accounts		Homeowners Assessments	2,464.00
CD ending in 0703	5,323.47	Late Fees	480.00
CD ending in 4633	21,180.32	Total Income	\$ 3,144.00
First Bank Checking	44,634.62	Gross Profit	\$ 3,144.00
Clean-Up Dumpsters	5,918.79	Expenses	
Common Area rollover	7,665.68	Administrative Costs	
Concert rollover	1,400.54	Administrator	800.00
Security Patrols	8,654.67	Travel	21.44
Total First Bank Checking	\$ 68,274.30	Total Administrative Costs	\$ 821.44
Total Bank Accounts	\$ 94,778.09	Common Areas	
Other Current Assets		materials	80.84
Undeposited Funds	487.00	Mileage	34.00
Total Other Current Assets	\$ 487.00	Mowing, Trash	105.00
Total Current Assets	\$ 95,265.09	Sidewalk snow Removal	120.00
TOTAL ASSETS	\$ 95,265.09	Total Common Areas	\$ 339.84
LIABILITIES AND EQUITY		QuickBooks Payments Fees	24.63
Liabilities		Security Patrols	1,200.00
Current Liabilities		Total Expenses	\$ 2,385.91
Other Current Liabilities		Net Operating Income	\$ 758.09
Colorado Department of Revenue Pay	0.00	Net Income	\$ 758.09
Springs Pay	0.00		
Total Other Current Liabilities	\$ 0.00		
Total Current Liabilities	\$ 0.00		
Total Liabilities	\$ 0.00		
Equity			
Opening Balance Equity	20,213.03		
Retained Earnings	40,147.96		
Net Income	34,904.10		
Total Equity	\$ 95,265.09		
TOTAL LIABILITIES AND EQUITY	\$ 95,265.09		

Comstock Village Homeowner's Association

Check Detail

March 2024

	Date	Transaction Type	Num	Name	Clr	Amount
1st Bank						
Checking						
	03/16/2024	Bill Payment (Check)	805	Baker & King Security Services		-1,200.00
						-1,200.00
	03/16/2024	Bill Payment (Check)	806	Cathy Gelston		-821.44
						-821.44
	03/16/2024	Bill Payment (Check)	807	Arthur Lebo, Jr.		-141.84
						-141.84
	03/16/2024	Bill Payment (Check)	808	Ryan Perkins		-198.00
						-198.00

April 2024 New Homeowner's Association

920 Bay Front St. N Andrew Morrison & Kendra Fisher

2024 ADMINISTRATOR TIMESHEET					
	November 2023	December 2023	January 2024	February 2024	March 2024
phone/emails/mail/website	14	8	12	8	10
banking/bill pay/financials	4	3	4	6	5
Status Letters	3	2	2	2	2
improvement apps	5	2	1	1	2
Board meeting/prep/mins	3	3	3	3	3
post office/bank	3	3	9	7	4
newsletter & mailing list	4	10	7		
Quickbooks audit					
cleanup weekend					
common areas			1		
website review	5	4	2	4	0
garage sale					
board candidate ballots					
Jazz in the Park					
Annual Assessments	2	1	16	18	12
Update HOA Materials	3	2	1	1	1
New Homeowner/Materials	2	2	0	0	0
Total	48	40	58	50	39

April 2024 New Homeowners			Letter
920 Grey Eagle Cir N	Andrew Morrison & Kirsten Fishel		X

COMPLAINT DATE	ADDRESS	OWNER	VIOLATION	BOARD	4/17/2024
12/18/2021	6665 Grey Eagle Terr	Hogan	siding, status letter denial to title company notified & acknowledged receipt	Jason	Jason to monitor

HUNTERS VILLAGE
 HOMEOWNERS ASSOCIATION
 BOARD OF DIRECTORS
 APRIL 17, 2024

**COMSTOCK VILLAGE
HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
APRIL 17, 2024**

CALL TO ORDER: 7:05 PM

-- Determination of Quorum: Met

MINUTES OF MARCH MEETING: Approved

FINANCIALS: Financials approved.

REPORTS: Administrator timesheet approved
New homeowners reviewed
No outstanding architectural approvals

OLD BUSINESS

Cathy gave an update of paid assessments to date. Currently there are 10 outstanding payments to be collected. Those accounts will be sent to the Comstock legal representative to have liens placed on the homeowner's properties by the next meeting.

Janet was unable to attend the meeting, however, the board approved additional funds to increase the number of emails sent through the website which will solve the problem of the monthly email limit.

Jason was able to successfully transfer the necessary funds from the checking account to the CD ending in 0703 which now gives this account a higher interest rate to 4.88%.

Spring newsletter articles were due from board members at this April meeting. Once all articles have been received Cathy will develop a draft of the newsletter for the board's review. The goal is to have the newsletter sent to homeowners by the first week of May.

A letter has been written regarding the Hogan property and that all overdue assessments are required to be paid before the Status Letter is sent. The buyer of the property submitted a letter to the board requesting he be granted 2 ½ months to get the property up to covenant standards after possession has taken place. CVHA is waiting for the overdue assessment payments and then a conditional status letter will be sent to the title company. Once repairs have been completed a final status letter will be sent.

Dumpsters clean up week will be the 2nd and 3rd week of June. Dates will be June 5, 6, 11, and 12. Baker & King will be hired to patrol the dumpster areas to ensure the dumpsters are for the use only of Comstock Village HOA homeowners. Residents ^{will} ~~may~~ be asked by B & K staff to show proof of identity to ensure they live in the CVHA area. B & K will be hired for 8 hours on the 1st day of the week when the dumpsters are delivered and 4 hours the second day.

Jason gave an update on the Foothills Concert which will be held on June 27th. Donations from local businesses will be solicited by board members. The contract with the band "Starburn" has been signed and further details will continue to be worked on.

There has not been a solution to the QuickBooks/website payment issue. Cathy will contact the former administrator, Alicia, to see if she is able and willing to assist with a resolution to the merging of those systems.

Cathy gave an estimate for a CVHA laptop to be used by the Administrator. The board approved the purchase.

Al was unable to attend the meeting so there has not been a determination if the missing paint wheel can be returned.

COVENANT VIOLATIONS

6665 Grey Eagle Terrace will remain on the list until a determination is made on the covenant violations and the rejected status letter. Jason will be primary contact for this property.

MEETING ADJOURNED at 8:50 p.m.

COMSTOCK VILLAGE HOA		Comstock Village HoOA	
Profit and Loss		Balance Sheet	
April 2024		As of April 30, 2024	
	Total		Total
Income		ASSETS	
Assessment Statements	48.00	Current Assets	
Cleanup/Dumpster Contributions	10.00	Bank Accounts	
Filing Fees	26.00	CD ending in 0703	5,323.47
Homeowners Assessments	895.52	CD ending in 4633	21,180.32
Late Fees	270.00	First Bank Checking	42,580.41
Legal Fees	60.00	Clean-Up Dumpsters	5,918.79
Security Patrol Contributions	20.00	Common Area rollover	7,665.68
Unapplied Cash Payment Income	59.00	Concert rollover	1,400.54
Total Income	\$ 1,388.52	Security Patrols	8,654.67
Gross Profit	\$ 1,388.52	Total First Bank Checking	\$ 66,220.09
Expenses		Total Bank Accounts	\$ 92,723.88
Administrative Costs		Other Current Assets	
Administrator	2,200.00	Undeposited Funds	339.00
Travel	31.44	Total Other Current Assets	\$ 339.00
Total Administrative Costs	\$ 2,231.44	Total Current Assets	\$ 93,062.88
Common Areas		TOTAL ASSETS	\$ 93,062.88
materials	46.05	LIABILITIES AND EQUITY	
Mowing, Trash	105.00	Liabilities	
Total Common Areas	\$ 151.05	Current Liabilities	
QuickBooks Payments Fees	8.24	Other Current Liabilities	
Security Patrols	1,200.00	CO Depart of Revenue Pay	0.00
Total Expenses	\$ 3,590.73	CO Colorado Springs Pay	0.00
Net Operating Income	-\$ 2,202.21	Total Other Current Liabilities	\$ 0.00
Net Income	-\$ 2,202.21	Total Current Liabilities	\$ 0.00
		Total Liabilities	\$ 0.00
		Equity	
		Opening Balance Equity	20,213.03
		Retained Earnings	40,147.96
		Net Income	32,701.89
		Total Equity	\$ 93,062.88
		TOTAL LIABILITIES AND EQUITY	\$ 93,062.88

Comstock Village Homeowner's Association Check Detail

April 2024

	Date	Transaction Type	Num	Name	Clr	Amount
1st Bank						
Checking						
	04/07/2024	Bill Payment (Check)	809	Arthur Lebo, Jr.		-151.05
						-151.05
	04/07/2024	Bill Payment (Check)	810	Baker & King Security Services		-1,200.00
						-1,200.00
	04/07/2024	Bill Payment (Check)	811	Cathy Gelston		-1,400.00
						-1,400.00
	04/17/2024	Bill Payment (Check)	812	Cathy Gelston		-831.44

2024 ADMINISTRATOR TIMESHEET					
	December 2023	January 2024	February 2024	March 2024	April 2024
phone/emails/mail/website	8	12	8	10	8
banking/bill pay/financials	3	4	6	5	4
Status Letters	2	2	2	2	2
improvement apps	2	1	1	2	3
Board meeting/prep/mins	3	3	3	3	3
post office/bank	3	9	7	4	4
newsletter & mailing list	10	7			10
Quickbooks audit					
cleanup weekend					
common areas		1			
website review	4	2	4	0	0
garage sale					
board candidate ballots					
Jazz in the Park					
Annual Assessments	1	16	18	12	8
Update HOA Materials	2	1	1	1	1
New Homeowner/Materials	2	0	0	0	0
Total	40	58	50	39	43

COMPLAINT DATE	ADDRESS	OWNER	VIOLATION	BOARD	5/15/2024
12/18/2021	6665 Grey Eagle Terr	Hogan	siding, status letter denial to title company notified & acknowledged receipt	Jason	Jason to monitor
5/7/2024	1042 Oak Hills Dr	Rubin	Wire fence, unkept yard	AI	

**COMSTOCK VILLAGE
HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
MAY 15, 2024**

CALL TO ORDER: 7:00pm

-- Determination of Quorum: All Board Members present

MINUTES OF APRIL MEETING: Approved

FINANCIAL REPORTS April Financial Statements approved

REPORTS:

Timesheet - approved
New Homeowners (none)
Architectural Approvals (none)

OLD BUSINESS

- Cathy gave an update of the 2024 annual assessment liens. The liens have been placed and she's waiting for official copies from El Paso County. The legal advisor for CVHA has been out of state and upon her return we will have the official notification which will then be sent to four homeowners.
- Hogan property update was given by Cathy. The new homeowner has taken possession and is in the process of updating both the interior and exterior of the property. Once the renovations have been completed another inspection will take place and if all previous covenant violations have met standards another status letter will be sent.
- Cathy reported that the QuickBooks "late fee" resolution has been completed. The previous administrator was able to find a solution for the processing of the annual assessment amounts. A suggestion she made was to come up with a permanent fix to the problem before the next assessments are sent out. Cathy will reach out to her to again see if she can provide a step-by-step process for the HOA.
- Kevin presented contracts by Baker & King for their coverage for the dumpster patrol and the June 27th concert. Kevin will finalize the contracts with B & K and get them to Chas for signature. Cathy will provide Kevin with a mailing list of property owners to give to B & K for the verification that they are, indeed, a CVHA homeowner.
- Jason and Cheryl gave updates on the planning progress for the June Foothills concert. Arrangements have mostly been made and solicitation of sponsorships will be conducted. Help is needed for the following duties: securing tents, ice cream scoopers, sign hanging and a face painter for the kids. The oversized games have been rented and contact has been made with the massage therapist. Further details will be given at the

- June meeting about the possibility of wine tasting. Cathy reminded directors if there are costs for the concert and checks are needed at the time of the concert those should be submitted as soon as possible.
- The laptop has been purchased and delivered for the administrators' use. All HOA programs used still need to be set up, however this will be done within the next few days. An update will be given at the June meeting.
 - AI has reached out to Sherwin-Williams to get the color wheel back; however, he hasn't been successful, and we will not be able to retrieve it.

NEW BUSINESS

- AI will follow up with the reporting that the property 7169 Dark Horse is being used as an Air B & B.
- A homeowner request for planting micro clover in their yard was discussed, however, it was determined the HOA would not allow it due to the possibility that the clover could spread and encroach on the neighbor's property.

COVENANT VIOLATIONS – were discussed and a plan of action for the violations was made.

ADJOURNED at 8:50 pm

Comstock Village HOA
Profit and Loss
May 2024

Comstock Village HOA
Balance Sheet
As of May 31, 2024

	Total	ASSETS	Total
Income		Current Assets	
Assessment Statements	600.00	Bank Accounts	
Cleanup/Dumpster Contributions	10.00	CD ending in 8084	10,000.00
Filing Fees	26.00	CD ending in 7088	21,474.36
Homeowners Assessments	142.48	First Bank Checking	56,150.44
Late Fees Collected	30.00	Clean-Up Dumpsters	5,918.79
Legal Fees Collected	65.00	Common Area rollover	7,665.68
Rebiling Fees Collected	30.00	Concert rollover	1,400.54
Security Patrol Contributions	20.00	Security Patrols	8,654.67
Total Income	\$ 923.48	Total First Bank Checking	\$ 56,150.44
Gross Profit	\$ 923.48	Savings (8084)	31,474.36
Expenses		Total Bank Accounts	\$ 87,986.16
Administrative Costs		Accounts Receivable	
Administrator	800.00	Accounts Receivable	-34.00
Audit Fees	455.00	Total Accounts Receivable	-\$ 34.00
QB Software	48.44	Other Current Assets	
Supplies/Laptop	789.34	Undeposited Funds	0.00
Mileage	26.20	Total Other Current Assets	\$ 0.00
Total Administrative Costs	\$ 2,118.98	Total Current Assets	\$ 87,942.16
Bank Service Charges		TOTAL ASSETS	\$ 87,942.16
QuickBooks Payments Fees	8.86	LIABILITIES AND EQUITY	
Total Bank Service Charges	\$ 8.86	Liabilities	
Common Areas		Current Liabilities	
Materials	80.92	Other Current Liabilities	
Mileage	0.00	CO Dept of Revenue Pay	0.00
Mistletoe/myrtle/histle/weeds	350.00	CO, Colorado Springs Pay	0.00
Mowing, Trash	210.00	Total Other Current Liabilities	\$ 0.00
Special Projects	350.00	Total Current Liabilities	\$ 0.00
Total Common Areas	\$ 990.92	Total Liabilities	\$ 0.00
Lien Fees		Equity	
Filing Fees	78.00	Opening Balance Equity	20,213.03
Legal Fees	115.00	Retained Earnings	40,309.40
Total Lien Fees	\$ 193.00	Net Income	27,419.73
Security Patrols	1,200.00	Total Equity	\$ 87,942.16
Website expense	528.00	TOTAL LIABILITIES AND EQUITY	\$ 87,942.16
Total Expenses	\$ 5,039.76		
Net Operating Income	-\$ 4,116.28		
Net Income	-\$ 4,116.28		

Comstock Village Homeowner's Association
Check Detail
 May 2024

1st Bank	Date	Transaction Type	Num	Name	Memo/Description	Amount
Checking	05/01/2024	Bill Payment (Check)	813	Wagner Janet	Website Reimbursement	-528.00
						-528.00
	05/01/2024	Bill Payment (Check)	814	Cathy Gelston	Reimbursement	-773.89
						-773.89
	05/01/2024	Bill Payment (Check)	815	El Paso County Clerk/Recorder		-13.00
						-13.00
	05/01/2024	Bill Payment (Check)	816	Juan A. Goldsmith, LLC		-65.00
						-65.00
	05/02/2024	Bill Payment (Check)	817	Baker & King Security Services		-1,200.00
						-1,200.00
	05/10/2024	Bill Payment (Check)	819	Alica Klausmeier	Quickbooks/	-455.00
					Website Reconciliation	-455.00
	05/10/2024	Bill Payment (Check)	820	Arthur Lebo, Jr.		-990.92
						-990.92
	05/10/2024	Bill Payment (Check)	822	Cathy Gelston		-941.20
						-941.20

2024 ADMINISTRATOR TIMESHEET					
	January 2024	February 2024	March 2024	April 2024	May 2024
phone/emails/mail/website	12	8	10	8	8
banking/bill pay/financials	4	6	5	4	4
Status Letters	2	2	2	2	4
Improvement apps	1	1	2	3	6
Board meeting/prep/mins	3	3	3	3	3
post office/bank	9	7	4	4	4
newsletter & mailing list	7			10	0
Quickbooks audit					
cleanup weekend					4
common areas	1				
website review	2	4	0	0	0
garage sale					5
board candidate ballots					
Jazz in the Park					
Annual Assessments	16	18	12	8	3
Update HOA Materials	1	1	1	1	0
New Homeowner/Materials	0	0	0	0	1
Total	58	50	39	43	42

May 2024 New Homeowners			
250 Silver Spring Dr	Ian & Katrina Getzler		Letter
		\$600,000	X

COMPLAINT DATE	ADDRESS	HOMEOWNER	VIOLATION	BOARD	6/19/2024	
12/18/2021	6665 Grey Eagle Terr	Hogan	siding, status letter denial to title company - notified & acknowledged receipt	Jason	Jason to monitor	
5/7/2024	1042 Oak Hills Dr	Rubin	wire fence, unkept yard	Al	Al to talk with homeowners	
5/1/2024	7169 Dark Horse Pl	Totten	Property being used as an Air B & B	Al	Al to investigate	
5/16/2024	6525 Grey Eagle Lane	Haberstroh	major landscape project with no improvement application	Chas	Chas to speak with homeowners	
4/24/2024	1070 War Eagle Dr N	Mitchell/Proffitt	trailer in driveway that hasn't moved in months	Kevin		
5/30/2024	920 Oak Bend Ct	Gupta	out of control weeds, branches and juniper bush covering sidewalk; concern of fire danger	Al		

**COMSTOCK VILLAGE
HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
JUNE 19, 2024**

CALL TO ORDER: 7:00pm

-- Determination of Quorum: All Board Members present

MINUTES OF MAY MEETING: Approved

FINANCIAL REPORTS May Financial Statements approved

REPORTS:

Timesheet - approved
New Homeowners
Architectural Approvals (none)

OLD BUSINESS

- Cathy gave a debrief on the Spring dumpster weeks and of the June Garage Sale. Even with good weather the Garage Sale homeowner participation was not great. It is estimated that 20-25 homeowners took part in the event. Due to this and previous year's low participation rate the suggestion was made to add a line in the annual meeting ballot so homeowners can vote if they wish to continue this annual event. Overall, the Dumpster weeks went fairly well. Iron Mountain was able to deliver all dumpsters as scheduled in the early mornings and picked up the following day on time. There is still some confusion on the part of the Iron Mountain drivers as to where in the cul-de-sac the dumpsters should be placed. Chalk marks were made on the cul-de-sacs for the 2nd week of the dumpster deliveries, so drivers knew exactly where they were to be placed. It is not known if Baker & King had difficulties with any homeowners who may have been asked to show ID. There were no reported concerns or complaints about this process.
- A report was given by Jason and Cheryl on the final plans for the Foothills concert coordination. Signs have been updated; a permit has been received for the wine tasting and the food truck has been secured. In addition, the games have been rented, face painters have been found and sponsors have contributed to the event. Baker & King will have a security guard at the event for 3 hours and ice cream scoopers and ice cream is planned.

- A contract to cut the grass along Rockrimmon Blvd was discussed. Cathy will contact Frank Barber asking Sonny to mow the grass by the sidewalk from Grey Eagle Dr and War Eagle Drive.
- Discussion followed with a permanent solution to the Quickbooks/Wix payment issue. Cathy will contact both SarahRose and Alicia to see if they have any suggestions or can problem solve this in time for the January 2025 annual assessment.
- Janet has set up a new Comstock Village email address due to the issue with the old email was not functional at the time of the meeting. An announcement was placed on the website informing homeowners of this new email address.

COVENANT VIOLATIONS – were discussed and a plan of action for the violations was made.

ADJOURNED at 8:45 pm

Comstock Village HOA		Comstock Village HOA	
Profit and Loss		Balance Sheet	
June 2024		As of June 30, 2024	
	Total		Total
Income		ASSETS	
Assessment Statements	600.00	Current Assets	
Filing Fees	26.00	Bank Accounts	
Homeowners Assessments	176.00	CD ending in 7088	21,474.36
Late Fees Collected	30.00	CD ending in 8084	10,000.00
Legal Fees Collected	65.00	First Bank Checking	49,234.23
Total Income	\$ 897.00	Clean-Up Dumpsters	\$ 5,918.79
Gross Profit	\$ 897.00	Common Area rollover	\$ 7,665.68
Expenses		Concert rollover	1,400.54
Administrative Costs		Security Patrols	8,654.67
Administrator	800.00	Total First Bank Checking	48,585.22
Gifts	239.96	Savings (8084)	31,474.36
Travel	15.72	Total Bank Accounts	80,348.02
Total Administrative Costs	\$ 1,055.68	Accounts Receivable	
Bank Service Charges		Accounts Receivable	-34.00
QuickBooks Payments Fees	9.13	Total Accounts Receivable	-34.00
Total Bank Service Charges	\$ 9.13	Other Current Assets	
Clean-up Dumpsters	2,546.40	Undeposited Funds	400.00
Common Areas		Total Other Current Assets	400.00
Materials	100.22	Total Current Assets	80,714.02
Mistletoe/myrtle/thistle/weeds	70.00	TOTAL ASSETS	80,714.02
Mowing, Trash	105.00	LIABILITIES AND EQUITY	
Special Projects	560.00	Liabilities	
Total Common Areas	\$ 835.22	Current Liabilities	
Concert in the Park Expense	1,319.71	Other Current Liabilities	
Security Patrols	1,200.00	Colorado Department of	
Total Expenses	\$ 6,966.14	Revenue Payable	0.00
Net Operating Income	-\$ 6,069.14	CO, Colorado Springs	
Net Income	-\$ 6,069.14	Payable	0.00
Net Income	-\$ 6,069.14	Total Other Current Liabilities	\$ 0.00
		Total Current Liabilities	\$ 0.00
		Total Liabilities	\$ 0.00
		Equity	
		Opening Balance Equity	20,213.03
		Retained Earnings	40,309.40
		Net Income	20,191.59
		Total Equity	\$80,714.02
		TOTAL LIABILITIES AND EQUITY	\$80,714.02

Comstock Village Homeowner's Association

Check Detail

June 2024

	Date	Transaction Type	Num	Name	Clr	Amount
1st Bank Checking	06/03/2024	Bill Payment (Check)	825	Cheryl Jensen		-80.00
						-80.00
	06/03/2024	Bill Payment (Check)	826	Kevin O'Connor		-239.96
						-239.96
	06/03/2024	Bill Payment (Check)	827	Baker & King Security Services		-1,200.00
						-1,200.00
	06/07/2024	Bill Payment (Check)	828	Arthur Lebo, Jr.		-835.22
						-835.22
	06/07/2024	Bill Payment (Check)	829	Cathy Gelston		-815.72
						-815.72
	06/17/2024	Bill Payment (Check)	830	Al Watson		-239.71
						-239.71
	06/17/2024	Bill Payment (Check)	831	Iron Mountain		-1,273.20
						-1,273.20
	06/19/2024	Bill Payment (Check)	833	Starburn		-1,000.00
						-1,000.00
	06/20/2024	Bill Payment (Check)	835	Iron Mountain		-1,273.20
						-1,273.20
JUNE 2024 NEW HOMEOWNERS						
		715 Blackhawk Dr		Andrew Higgins & Angela Cortes		\$775,000
		360 Silver Spring Cir		Lee & Melissa Dinwiddie		\$610,000

2024 ADMINISTRATOR TIMESHEET					
	February 2024	March 2024	April 2024	May 2024	June 2024
phone/emails/mail/website	8	10	8	8	12
banking/bill pay/financials	6	5	4	4	4
Status Letters	2	2	2	4	6
improvement apps	1	2	3	6	6
Board meeting/prep/mins	3	3	3	3	4
post office/bank	7	4	4	4	4
newsletter & mailing list			10	0	0
email issues/follow-up/phone calls					7
Quickbooks audit					
cleanup weekend				4	
common areas					
website review	4	0	0	0	0
garage sale				5	
board candidate ballots					
Jazz in the Park					
Annual Assessments	18	12	8	3	2
Update HOA Materials	1	1	1	0	0
New Homeowner/Materials	0	0	0	1	1
Total	50	39	43	42	46

Architectural Approvals

1033 Oak Hills Dr	Lord	Fence

COMPLAINT DATE	ADDRESS	HOMEOWNER	VIOLATION	BOARD	7/17/2024
12/18/2021	6665 Grey Eagle Terr	Hogan	siding, status letter denial to title company - notified & acknowledged receipt	Jason	Jason to continue to monitor
5/7/2024	1042 Oak Hills Dr	Rubin	wire fence, unkept yard	AI	AI to talk with homeowners; improvement application submitted
4/24/2024	1070 War Eagle Dr N	Mitchell/Proffitt	trailer in driveway that hasn't moved in months	Kevin	Kevin to monitor possible code violation
5/30/2024	920 Oak Bend Ct	Gupta	out of control weeds, branches and juniper bush covering sidewalk; concern of fire danger	AI	

**COMSTOCK VILLAGE HOMEOWNER'S ASSOCIATION-
BOARD OF DIRECTORS AGENDA
AUGUST 21, 2024**

CALL TO ORDER

DETERMINATION OF A QUORUM

MINUTES of July Meeting

FINANCIALS: July Financial Statements

REPORTS:

ADMINISTRATOR

- Timesheet
- New Homeowners
- Architectural Improvements

OLD BUSINESS:

- Plan for removing temporary lease businesses (e.g. Air BnB) from Comstock Village (Jason; Attorneys Brett and Bill invited to attend)
- Quickbooks/Website Integration – (Cathy)
- Foothills Concert Debrief (Cheryl)
- Proposed 2025 Budget (Al)
- Potential Rockrimmon Library closure notice (Janet)
- Rockrimmon grass/weeds (Cathy)
- Final call for candidate biographies for Oct Board elections (Cathy/Janet sent around August 23rd)
- Cyber-crime (Jason)
- Administrator overtime compensation (Jason)

COVENANT VIOLATIONS

ADJOURN

Future meetings 2024: Sept 18, October 15, (Annual Meeting Oct 16)

**COMSTOCK VILLAGE
HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
JULY 17, 2024**

CALL TO ORDER: 7:05 PM

-- Determination of Quorum: Met

MINUTES OF MARCH MEETING: Approved

FINANCIALS: Financials approved.

REPORTS: Administrator timesheet approved
New homeowners reviewed
Architectural approvals

OLD BUSINESS

-The agenda item for the plan to remove temporary lease businesses, e.g. (Air BnB) was tabled to the August meeting as our lawyer resources (Brett Tobin and Bill Schmidt) were not able to attend.

-Cathy to reach out to a CVHA homeowner who has Quickbooks experience to see if this is a resource for the website/QB payment integration. If not, she will investigate a local Quickbooks individual who is skilled in this area.

-The Foothills Concert debrief was tabled until next month as Jason and Cheryl were unable to attend the meeting, however many compliments and positive feedback have been given by homeowners.

- Jason has agreed to extend his time on the Board until June of 2025 to fill in for John's deployment.

-There was discussion on what official email address to use as we transition from admin@comstockvillage.com to infocvha@gmail.com address. Cathy will contact web provider to get historical emails transferred to the Gmail account. Further discussion at the August meeting.

-Fall newsletter articles are due to Cathy by no later than the next meeting, August 21st.
President's letter (Chas); Meet Your Director Janet (Kevin); Communication is Key, Process to Change Covenants, Weed Control & Snow Removal, Fall Cleanup, Candidate Bios and Voting Ballots (Cathy); Concert Recap (Jason & Cheryl); Common Area Update (Frank Barber), Proposed 2025 Budget (Al).

-Emails to be sent out 1st and 4th weeks in August requesting homeowners who are interested in running for the 3 Board positions to submit their bios to Cathy.

COVENANT VIOLATIONS – were discussed and a plan of action for violations was made.

ADJOURNED at 8:50 pm.

COMSTOCK VILLAGE HOA Profit and Loss July 2024		COMSTOCK VILLAGE HOA Balance Sheet As of July 31, 2024	
	Total		Total
Income		ASSETS	
Assessment Statements	200.00	Current Assets	
Concert in the Park	1,100.00	Bank Accounts	
Filing Fees	26.00	CD ending in 7088	22,003.16
Homeowners Assessments	88.00	CD ending in 8084	10,000.00
Late Fees Collected	30.00	First Bank Checking	45,819.08
Legal Fees Collected	65.00	Clean-up Dumpsters	5,918.79
Total Income	\$ 1,509.00	Common Area rollover	7,665.68
Gross Profit	\$ 1,509.00	Concert rollover	1,400.54
Expenses		Security Patrols	8,654.67
Administrative Costs		Total 1st Bank Checking	\$ 78,722.11
Administrator	800.00	Total Bank Accounts	
Travel	17.03	Accounts Receivable	
Total Administrative Costs	\$ 817.03	Accounts Receivable	-34.00
Clean-up Dumpsters	816.00	Total Accounts Receivable	-\$ 34.00
Common Areas		Other Current Assets	
Insurance	790.00	Undeposited Funds	209.00
Materials	73.68	Total Other Current Assets	\$ 209.00
Mowing, Trash	525.00	Total Current Assets	\$ 79,097.11
Total Common Areas	\$ 1,388.68	TOTAL ASSETS	\$ 79,097.11
Concert in the Park Expense	201.20	LIABILITIES AND EQUITY	
Lien Fees		Liabilities	
Filing Fees	13.00	Current Liabilities	
Legal Fees	65.00	Other Current Liabilities	
Total Lien Fees	\$ 78.00	CO Dept of Revenue Payable	0.00
Security Patrols	1,200.00	CO Springs Payable	0.00
Website expense	159.00	Total Other Current Liabilities	\$ 0.00
Total Expenses	\$ 4,659.91	Total Current Liabilities	\$ 0.00
Net Operating Income	-\$ 3,150.91	Total Liabilities	\$ 0.00
Net Income	-\$ 3,150.91	Equity	
		Opening Balance Equity	20,213.03
		Retained Earnings	40,309.40
		Net Income	18,199.68
		Total Equity	\$ 78,722.11
		TOTAL LIABILITIES AND EQUITY	\$ 78,722.11

Comstock Village Homeowner's Association

Check Detail

July 2024

	Date	Transaction Type	Num	Name	Memo	Clr	Amount
1st Bank Checking							-159.00
	07/05/2024	Bill Payment (Check)	836	Freestone Design			-159.00
							-99.20
	07/05/2024	Bill Payment (Check)	837	Cheryl Jensen			-99.20
							-790.00
	07/05/2024	Bill Payment (Check)	838	State Farm Insurance			-790.00
							-598.68
	07/05/2024	Bill Payment (Check)	839	Arthur Lebo, Jr.			-598.68
							-1,200.00
	07/05/2024	Bill Payment (Check)	840	Baker & King Security Services			-1,200.00
							-816.00
	07/05/2024	Bill Payment (Check)	841	Baker & King Security Services			-816.00
							-102.00
	07/05/2024	Bill Payment (Check)	842	Baker & King Security Services			-102.00
						-78.00	
07/09/2024	Bill Payment (Check)	843	Cathy Gelston			-78.00	
						-817.03	
07/09/2024	Bill Payment (Check)	844	Cathy Gelston			-817.03	

Architectural Approvals

1020 War Eagle Dr N			
	Hickey	Retaining Wall	

2024 ADMINISTRATOR TIMESHEET					
	March 2024	April 2024	May 2024	June 2024	July 2024
phone/emails/mail/website	10	8	8	12	8
banking/bill pay/financials	5	4	4	4	4
Status Letters	2	2	4	6	5
improvement apps	2	3	6	6	6
Board meeting/prep/mins	3	3	3	4	4
post office/bank	4	4	4	4	4
newsletter & mailing list		10	0	0	0
email issues/follow-up/phone calls				7	
Quickbooks audit					
cleanup weekend			4		
common areas					
website review	0	0	0	0	0
garage sale			5		
board candidate ballots					
Jazz in the Park					2
Annual Assessments	12	8	3	2	2
Update HOA Materials	1	1	0	0	0
New Homeowner/Materials	0	0	1	1	1
Total	39	43	42	46	36

July 2024 New Homeowners

585 Blackhawk Ct	Stuart & Melissa Campbell	\$740,000
1175 War Eagle Dr N	Jonathan Dobin & Hallie Faden	\$625,000
1030 War Eagle Dr S	Benjamin & Catherine Lythgoe	\$666,000
825 Grey Eagle Cir N	Kyle & Lisette DeLong	\$725,000

COMPLAINT DATE	ADDRESS	HOMEOWNER	VIOLATION	BOARD	8/21/2024
4/24/2024	1070 War Eagle Dr N	Mitchell/Proffitt	trailer in driveway that hasn't moved in months	Kevin	Kevin to monitor possible code violation
5/30/2024	920 Oak Bend Ct	Gupta	out of control weeds, branches and juniper bush covering sidewalk; concern of fire danger	AI	AI to contact again due to possible city code violations
8/14/2024	6530 Red Feather Dr	Comfort	owners military and house is empty. Several violations including, unkept yard, missing shutter, peeling paint, dead grass	Chas	Chas has voicemail message into owners to discuss violations
8/19/2024	515 Grey Eagle Dr	Bell	business operated out of the residence and various covenant violations	Jason	
8/19/2024	1020 War Eagle Dr N	Hickey	retaining wall being built in front yard (improvement application hasn't been approved), port-a-potty located in Area F	Kevin	

COMSTOCK VILLAGE HOMEOWNER'S ASSOCIATION

BOARD OF DIRECTORS AGENDA

SEPTEMBER 18, 2024

CALL TO ORDER

DETERMINATION OF A QUORUM

MINUTES of August Meeting

FINANCIALS: August Financial Statements

REPORTS:

ADMINISTRATOR

- Timesheet
- New Homeowners
- Architectural Improvements

OLD BUSINESS:

- Administrator overtime compensation (Chas)
- Fall Newsletter and ballots (Chas)
- Plan for October Board Meeting (15th) and Annual Meeting (16th)
- November Board Meeting: 2025 officer elections and invitation to new Directors (Chas)
- Property assessment way forward for 2025 (Chas/AI)
- Quickbooks/Wix integration (Cathy)
- New Director of Communication position (Chas/Janet)
- Email address for Board (Cathy/Janet)
- Dumpster assignments for cleanup dates (Cathy)
- Vote on Bianchi/Ugarte gap fill

COVENANT VIOLATIONS

ADJOURN

Future meetings 2024: October 15, (Annual Meeting Oct 16), November 20

**COMSTOCK VILLAGE
HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
AUGUST 21, 2024**

CALL TO ORDER: 7:00pm

-- Determination of Quorum: Quorum Met

MINUTES OF JULY MEETING: Approved

FINANCIAL REPORTS July Financial Statements approved

REPORTS:

Timesheet - approved
New Homeowners
Architectural Approvals

OLD BUSINESS

- Bill Schmidt gave information regarding the topic of removing temporary lease businesses (e.g. Air BnB, etc) from Comstock Village. The city of Colorado Springs short term rental requirements was given and there was discussion on options as to how the Board should move forward on this situation. There will be further discussion at future meetings.
- Cathy reported her findings on The Quickbooks/Website integration. The process is not as easy as the board hoped. For the integration to take place a third-party connector needs to be involved in the process. Cathy will contact the previous administrator to see if she has suggestions and/or options to make this work. Suggestion was made to have Cathy call other HOAs to see how they send of their assessments and the process they use. Cathy will report back at the next meeting. Cheryl and Jason gave a recap of the Foothills Concert. The weather cooperated and the games were popular with the attendees. A suggestion was made to offer Jenga and Connect Four as those were a hit. The food truck was a plus and face painting was a huge success. The band did a good job; however, the wine tasting was somewhat popular, however, the people manning the table were not full of personality. It was suggested we increase the security patrol by one hour as their time starts when they pick up the vehicle to patrol the concert.
- Al gave a draft of of the 2025 budgets which will be presented at the Annual Meeting in October. This draft will be revised and then reviewed at the September Board meeting.
- Potential Rockrimmon Library closure was tabled as Janet was unable to attend the meeting.

- Cathy will contact Frank Barber to have Sonny move the grass and weeds again along Rockrimmon. This was done in July, however, with the excessive amount of rain we've had this needs to be done again.
- Cathy has received three biographies from interested homeowners who would like to be considered for the CVHA Board.
- The cyber-crime topic was tabled.
- Administrator overtime compensation was discussed. The Board approved six hours of overtime for the additional hours the administrator has worked in the last 6 months.

COVENANT VIOLATIONS – were discussed and a plan of action for the violations was made.

ADJOURNED at 9:15 pm

Comstock Village HOA Profit and Loss August 2024		Comstock Village HOA Balance Sheet As of August 31, 2024	
	Total		Total
Income		ASSETS	
Assessment Statements	1,000.00	Current Assets	
Total Income	\$ 1,000.00	Bank Accounts	
Gross Profit	\$ 1,000.00	CD ending in 4633	288.44
Expenses		CD Savings 7088	22,003.16
Administrative Costs		CD Savings 8084	10,000.00
Administrator	800.00	First Bank Checking	20,899.10
Travel	31.44	Clean-Up Dumpsters	5,918.79
Total Administrative Costs	\$ 831.44	Common Area rollover	7,665.68
Bank Service Charges		Concert rollover	1,400.54
QuickBooks Payments Fees	6.00	Security Patrols	8,654.67
Total Bank Service Charges	\$ 6.00	Total First Bank Checking	\$ 44,538.78
Common Areas		Total Bank Accounts	\$ 76,830.38
Materials	257.41	Accounts Receivable	
Mistletoe/myrtle/thistle/weeds	385.00	Accounts Receivable	-34.00
Mowing, Trash	490.00	Total Accounts Receivable	-\$ 34.00
Total Common Areas	\$ 1,132.41	Other Current Assets	
Concert in the Park Expense	284.68	Undeposited Funds	0.00
Security Patrols	1,200.00	Total Other Current Assets	\$ 0.00
Total Expenses	\$ 3,454.53	Total Current Assets	\$ 76,796.38
Net Operating Income	-\$ 2,454.53	TOTAL ASSETS	\$ 76,796.38
Net Income	-\$ 2,454.53	LIABILITIES AND EQUITY	
		Liabilities	
		Current Liabilities	
		Other Current Liabilities	
		CO Dept of Revenue Payable	0.00
		Payable	0.00
		Total Other Current Liabilities	\$ 0.00
		Total Current Liabilities	\$ 0.00
		Total Liabilities	\$ 0.00
		Equity	
		Opening Balance Equity	20,213.03
		Retained Earnings	40,309.40
		Net Income	16,273.95
		Total Equity	\$ 76,796.38
		TOTAL LIABILITIES AND EQUITY	\$ 76,796.38

Comstock Village Homeowner's Association

Check Detail

August 2024

	Date	Transaction Type	Num	Name	Clr	Amount
1st Bank						
Checking						
	08/02/2024	Bill Payment (Check)	845	Baker & King Security Services		-1,200.00
						-1,200.00
	08/02/2024	Bill Payment (Check)	846	Jason Bianchi		-284.68
						-284.68
	08/02/2024	Bill Payment (Check)	847	Cathy Gelston		-831.44
						-831.44
	08/12/2024	Bill Payment (Check)	848	Arthur Lebo, Jr.		-1,132.41
						-1,132.41

Architectural Approvals

1020 War Eagle Dr N	Hickey	Retaining Wall
925 War Eagle Dr N	Dawson	Landscaping

6545 White Falcon Ct	Robert Coronado & Ashlyn Shaffer	\$725,000
975 Oak Bend Ct	Matthew & Corbin Shaw	\$615,000

2024 ADMINISTRATOR TIMESHEET					
	April 2024	May 2024	June 2024	July 2024	August 2024
phone/emails/mail/website	8	8	12	8	8
banking/bill pay/financials	4	4	4	4	4
Status Letters	2	4	6	5	6
improvement apps	3	6	6	6	8
Board meeting/prep/mins	3	3	4	4	4
post office/bank	4	4	4	4	4
newsletter & mailing list	10	0	0	0	5
email issues/follow-up/phone calls			7		
Quickbooks audit					
cleanup weekend		4			
common areas					
website review	0	0	0	0	0
garage sale		5			
board candidate ballots					
Jazz in the Park				2	
Annual Assessments	8	3	2	2	
Update HOA Materials	1	0	0	0	0
New Homeowner/Materials	0	1	1	1	1
Total	43	42	46	36	40

August 2024 New Homeowners

6545 White Falcon Ct	Robert Coronado & Ashlyn Shaffer	\$725,000
955 Oak Bend Ct	Matthew & Cedrah Shaw	\$615,000

COMPLAINT DATE	ADDRESS	HOMEOWNER	VIOLATION	BOARD	9/18/2024
4/24/2024	1070 War Eagle Dr N	Mitchell/Proffitt	trailer in driveway that hasn't moved in months	Kevin	Kevin to monitor possible code violation
5/30/2024	920 Oak Bend Ct	Gupta	out of control weeds, branches and juniper bush covering sidewalk; concern of fire danger	Al	Al to contact again due to possible city code violations
8/14/2024	6530 Red Feather Dr	Comfort	owners military and house is empty. Several violations including, unkept yard, missing shutter, peeling paint, dead grass	Chas	owners getting quotes for yard and deck repairs. Anticipated completion by end of Sept or into October
8/19/2024	515 Grey Eagle Dr	Bell	business operated out of the residence and various covenant violations	Jason	
8/19/2024	1020 War Eagle Dr N	Hickey	retaining wall being built in front yard (improvement application hasn't been approved), port-a-potty located in Area F	Kevin	
9/9/2024	1050 Allegheny Dr	Rushing	fence encroaching in Area D	John	
9/9/2024	1060 Allegheny Dr	Miller	drivers parking in Area D	John	

**COMSTOCK VILLAGE HOMEOWNER'S ASSOCIATION
BOARD OF DIRECTORS AGENDA
OCTOBER 15, 2024**

CALL TO ORDER

DETERMINATION OF A QUORUM

MINUTES of September Meeting

FINANCIALS: September Financial Statements

REPORTS:

ADMINISTRATOR

- Timesheet
- New Homeowners
- Architectural Improvements

OLD BUSINESS:

- Agenda/rehearsal for Annual Meeting (Chas and Cathy)
- November Board meeting agenda preview (Chas)
 - 2025 Officer elections
 - Attendance of new directors (hand out binders)
 - December breakfast date with new directors
 - February farewell plan for Kevin
- Dumpster review (Cathy)

COVENANT VIOLATIONS

ADJOURN

Future meetings 2024: November 20

**COMSTOCK VILLAGE
HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
SEPTEMBER 18, 2024**

CALL TO ORDER: 7:00pm

-- Determination of Quorum: Chas, Jason, Cheryl, Janet, Al, John (attended), Kevin absent

MINUTES OF AUGUST MEETING: Approved

FINANCIAL REPORTS August Financial Statements approved

REPORTS:

Timesheet - approved
New Homeowners
Architectural Approvals

OLD BUSINESS

- Alicia Klausmeier (former administrator) called in to discuss the board's request to have homeowners pay their annual assessment through the website. There have been issues with the website and payments to the correct account in Quickbooks. Unless there is a third-party involved in this conversion (Square, Elavon, etc) this cannot happen. Multiple work arounds would need to be made to make this happen. After discussion it was determined that for the 2025 assessments will be send out through Quickbooks and those homeowners who have not provided email address will receive their invoices by mail.
- Frank Barber from the Common Area committee attended and gave further information on homeowner addresses that have been encroaching into the common area space. Discussion was held and those homeowners will receive license to use letters.
- There was discussion on the plans for the October Board meeting, which will be held on October 15th and the annual meeting which is October 16th. Individual assignments were given for the presentation of information and final planning will be done at the October 15th meeting. Newly elected board members will be announced by email shortly after the annual meeting.
- Chas will invite the newly elected board members to attend the November meeting so they can become familiar with the processes of the board. Outgoing board members will give Cathy their binders so they can be passed along to the new board members.
- The administrator overtime compensation was discussed and approved.

- Chas announced that Janet Wagner is stepping down from a voting member of the board and will continue to assume the position of Director of Communication for CVHA.
- Discussion was made and determined that all email correspondence will be sent out using the new infocvha@gmail.com address. Janet will contact the web host to move the emails from the previous address to the new Gmail account.
- Dumpster assignments for the fall clean-up weeks were distributed.
- There was a vote to have Jason Bianchi fill in for the director gap from John Ugarte as he is deployed from October 2024-June 2025. John will assume his director duties upon return.

COVENANT VIOLATIONS – were discussed and a plan of action for the violations was made.

ADJOURNED at 9:10 pm

Comstock Village HOA Balance Sheet As of September 30, 2024		Comstock Village HOA Profit and Loss September 2024	
	Total		Total
ASSETS		Income	
Current Assets		Assessment Statements	200.00
Bank Accounts		Total Income	\$ 200.00
CD ending in 4633	288.44	Gross Profit	\$ 200.00
CD Savings 7088	22,003.16	Expenses	
CD Savings 8084	10,000.00	Administrative Costs	
First Bank Checking	16,904.99	Administrator	800.00
Clean-Up Dumpsters	5,918.79	Administrator Bonus	120.00
Common Area rollover	7,665.68	QB Software	51.03
Concert rollover	1,400.54	Supplies	24.62
Security Patrols	8,654.67	Travel	15.72
Total First Bank Checking	\$ 40,544.67	Wireless Cell Phone	35.47
Total Bank Accounts	\$ 72,836.27	Total Administrative Costs	\$ 1,046.84
Accounts Receivable		Bank Service Charges	12.00
Other Current Assets		QB Payments Fees	5.98
Undeposited Funds	0.00	Total Bank Service Charges	\$ 17.98
Total Other Current Assets	\$ 0.00	Common Areas	
Total Current Assets	\$ 72,802.27	Materials	80.92
TOTAL ASSETS	\$ 72,802.27	Mowing, Trash	770.00
LIABILITIES AND EQUITY		Total Common Areas	\$ 850.92
Liabilities		Security Patrols	1,200.00
Current Liabilities		Total Expenses	\$ 3,115.74
Other Current Liabilities		Net Operating Income	-\$ 2,915.74
CO Dept of Revenue Pay	0.00	Net Income	-\$ 2,915.74
CO, Colorado Springs Pay	0.00		
Liabilities	\$ 0.00		
Total Current Liabilities	\$ 0.00		
Total Liabilities	\$ 0.00		
Equity			
Opening Balance Equity	20,213.03		
Retained Earnings	40,309.40		
Net Income	12,279.84		
Total Equity	\$ 72,802.27		
TOTAL LIABILITIES AND EQUITY	\$ 72,802.27		

Comstock Village Homeowner's Association

Check Detail

September 2024

1st Bank	Date	Transaction Type	Num	Name	Memo	Clr	Amount
Checking							
	09/13/2024	Bill Payment (Check)	852	Baker & King Security Services			-1,200.00
							-1,200.00
	09/13/2024	Bill Payment (Check)	853	Arthur Lebo, Jr.			-850.92
							-850.92
	09/13/2024	Bill Payment (Check)	854	Cathy Gelston			-935.72
							-935.72

September 2024 New Homeowners

945 War Eagle Dr N	Natanel Lekowits & Katlyn Wolinski	\$725,000
6951 Blackhawk Pl	David & Crystal Klausmeier	\$778,300
1085 War Eagle Dr N	David Ansley & Aubrae Isenhardt	\$699,000

2024 ADMINISTRATOR TIMESHEET					
	May 2024	June 2024	July 2024	August 2024	September 2024
phone/emails/mail/website	8	12	8	8	9
banking/bill pay/financials	4	4	4	4	4
Status Letters	4	6	5	6	6
improvement apps	6	6	6	8	8
Board meeting/prep/mins	3	4	4	4	4
post office/bank	4	4	4	4	4
newsletter & mailing list	0	0	0	5	10
email issues/follow-up/phone calls		7			
Quickbooks audit					
cleanup weekend	4				2
common areas					
website review	0	0	0	0	0
garage sale	5				0
board candidate ballots					
Jazz in the Park			2		
Annual Assessments	3	2	2		
Update HOA Materials	0	0	0	0	0
New Homeowner/Materials	1	1	1	1	1
Total	42	46	36	40	48

Architectural Approvals		
1020 War Eagle Dr N	Hickey	Retaining Wall
(this project has been completed with no approval letter given)		

COMPLAINT DATE	ADDRESS	HOMEOWNER	VIOLATION	BOARD	10/15/2024
4/24/2024	1070 War Eagle Dr N	Mitchell/Proffitt	trailer in driveway that hasn't moved in months	Kevin	Trailer still there; follow-up needed
5/30/2024	920 Oak Bend Ct	Gupta	out of control weeds, branches and juniper bush covering sidewalk; concern of fire danger	AI	City code violations; invoke Article 6, Section 6
8/14/2024	6530 Red Feather Dr	Comfort	owners military and house is empty. Several violations including, unkept yard, missing shutter, peeling paint, dead grass	Chas	owners getting quotes for yard and deck repairs. Anticipated completion by end of Sept or into October
8/19/2024	515 Grey Eagle Dr	Bell	business operated out of the residence and various covenant violations	Jason	Jason reached out to homeowner; no response
8/19/2024	1020 War Eagle Dr N	Hickey	retaining wall being built in front yard (improvement application hasn't been approved)	Kevin	wall built but no approval given
9/9/2024	1050 Allegheny Dr	Rushing	fence encroaching in Area D	John	license to use to be issued.