

- Special points of interest:
- B.O.D. Meeting Minutes
  - Manager's Report
  - Reminders & Ads
  - Monthly Calendar

# THE CLARION

October 2009

## President's Message

Our past due assessment collection process is dictated somewhat by our bylaws.

We have a 30, 60, 90 day procedure for collecting delinquent accounts. When it becomes necessary to file a lien on a property (only after giving the homeowner several reminders), we are obligated by our bylaws to charge dues for the entire year. Article I Name and Location of the Revised Bylaws of the Four Colonies Homes Association states: "Acceleration shall mean and refer to the process through which any installment of either an annual or a special assessment declared delinquent because of non-payment automatically shall cause the entire unpaid portions of both types of assessment for the calendar year in which the acceleration occurs to be deemed delinquent, immediately due, and subject to interest at the rate of six (6) percent per annum. (Amended: June 1, 1992)

When an account is 90 days in arrears, a lien is placed on the property for the amount due (3 months of dues) plus the amount due by the end of that calendar year. If a lien is placed on the property, we also add to the lien amount any legal fees incurred plus a lien filing fee which is currently \$25.00. i.e. - if your monthly assessment is \$100 and you have not paid Jan., Feb., and Mar., a lien will be filed on April 15 for \$1,225 plus any attorney fees charged for trying to collect this debt. Before the lien is released, all payments, including attorney fees, must have been paid.

Four Colonies Homes Association is a non-profit corporation. All income is expensed.

Your assessment money is the Association's financial source.

Jim Shields, President

### TRASH REMINDERS

1. DRIVEWAY TRASH PICK UP DAY IS TUESDAY
2. TRASH MUST BE OUT BY 7:00 AM
3. RECYCLING WILL BE PICKED UP ON TUESDAY
4. TRASH PROS WILL PICK UP EVERY TUESDAY IN 2009.
5. THERE ARE NO TUESDAY HOLIDAYS IN 2009
6. DUMPSTERS ARE EMPTIED MONDAY, WEDNESDAY AND FRIDAY

**HAPPY HALLOWEEN**

## Meeting Minutes

**FOUR COLONIES HOMES ASSOCIATION  
REGULAR BOARD MEETING MINUTES**

**August 17, 2009**

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|                |                 |
|----------------|-----------------|
| Jim Shields    | President       |
| Alice Bennett  | Vice-President  |
| Dawn Harmon    | Secretary       |
| John Karpinski | Treasurer       |
| Ann Arnott     |                 |
| Bill Brooks    |                 |
| B. J. Confer   |                 |
| Larry Crosley  |                 |
| Jim Lindsey    |                 |
| Becky Powell   | General Manager |

Absent: Alice Bennett, Larry Crosley, Dawn Harmon & John Karpinski

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The Homeowner's Forum started at 6:45 p.m. There was one homeowner present. The following topics were discussed: the creek.

President Jim Shields called the Regular Board Meeting of September 21, 2009 to order at 6:15 p.m. A quorum was present.

Mr. Lindsey made the motion to accept August 17, 2009, Regular Board Meeting minutes as written. Ms. Confer seconded and the motion passed. **(Vote #1)**

**COMMITTEE REPORTS:**

**Finance-** The Board received copies of the financial reports and the 2010 budget. Discussion followed.

**Grounds-** Mr. Lindsey reported 1200 lbs of seed were applied.

**Common Area Facilities -** There was no report.

**Architectural Control -** There was no report.

**Paint Report -** Ms. Arnott reported 90% of the painting is finished with 11 units remaining to be painted.

**Communications-** There was no report.

**Manager's Report -** Ms. Powell read her report. Discussion followed.

**Old Business-** There was no old business.

**New Business-** The Board received copies of the lawn maintenance contract renewal for 2010. Mr. Lindsey made the motion to accept Top Care, Inc bid in the

amount of \$151,205.00 for the 2010 lawn maintenance. The motion passed. **(Vote #2)**

The Board received copies of a bid from Door Controls in the amount of \$1,195.35 to replace the Pool 2 Card reader. Mr. Lindsey made the motion to accept Door Controls bid in the amount of \$1,195.35 for a new card reader at Pool 2. Ms. Confer seconded. The motion passed. **(Vote #3)**

Mr. Lindsey made the motion to adjourn, seconded by Ms. Arnott. The meeting adjourned at 6:40 p.m.

Respectfully Submitted By:

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Dawn Harmon, Secretary

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Approved On

| Board Member    | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|-----------------|---|---|---|---|---|---|---|---|---|----|
| Amott, Ann      | Y | Y | Y |   |   |   |   |   |   |    |
| Bennett, Alice  | - | - | - |   |   |   |   |   |   |    |
| Brooks, Bill    | Y | Y | Y |   |   |   |   |   |   |    |
| Confer, B. J.   | Y | Y | Y |   |   |   |   |   |   |    |
| Crosley, Larry  | - | - | - |   |   |   |   |   |   |    |
| Harmon, Dawn    | - | - | - |   |   |   |   |   |   |    |
| Karpinski, John | - | - | - |   |   |   |   |   |   |    |
| Lindsey, Jim    | Y | Y | Y |   |   |   |   |   |   |    |
| Shields, Jim    | Y |   |   |   |   |   |   |   |   |    |

|  |
|--|
| A = Abstain Y = Yes N = No<br>BOARD OF DIRECTORS VOTING RECORD<br>FOR THE September 21, 2009 MEETING |
|--|

**THANK YOU, JANE!**

Homeowner, Jane Shea, has been maintaining the landscaping at Turtle Park this season.

It is rumored she deadheads the roses, pulls the weeds, and does whatever needs to be done to keep the area looking great.

**WE REALLY APPRECIATE  
YOUR HELP!!!**

**FROM:  
Jim Lindsey and his  
Faithful Grounds Committee**

**ARCHITECTURAL CONTROL  
APPROVAL  
IS STILL A REQUIREMENT!**

Architectural Control Approval is required before any permanent exterior change is made. This would include the replacement of windows and doors, the removal of a fence, the removal of trees, the addition of trees and shrubs,

**BASICALLY ANY ADDITION,  
OR REMOVAL OR REPLACEMENT.**

**MANAGER'S REPORT**

Treasurer and Manager have been working on the 2010 Budget. The first draft has been completed and will be discussed at the September Board of Directors meeting.

Maintenance staff has closed all pools which involves cleaning and storing the pool furniture and winterizing the bathrooms. Our pool services contractor has already performed their shutdown procedure and the pool covers are in place.

Top Care has been on the property planting grass seed. Four Colonies has asked them to help us try to get some grass growing during the month of September. They will also be watering. Hopefully, we can get some of the bare areas addressed before next spring.

Painters are still on the property. Rain has been a delaying issue this year but we are nearing completion of our contracts.

**Four Colonies Homes Association**  
 Balance Sheet  
 As of 08/31/09

| Account #                       | Description                           | Fund Balance:       |                  |                     | Totals              |
|---------------------------------|---------------------------------------|---------------------|------------------|---------------------|---------------------|
|                                 |                                       | Operating           | Reserves         | Other               |                     |
| <b>ASSETS</b>                   |                                       |                     |                  |                     |                     |
| 10100                           | Petty Cash                            | 500.00              |                  |                     | 500.00              |
| 10200                           | National BK of KC Operating CH        | 112,190.62          |                  |                     | 112,190.62          |
| 10204                           | Nat'1 BK of KC Operating M M          | 241,448.88          |                  |                     | 241,448.88          |
| 12000                           | Unit Dues Receivable                  | 46,304.27           |                  |                     | 46,304.27           |
| 12400                           | Allowance for Delinquent Dues         | (14,000.00)         |                  |                     | (14,000.00)         |
| 12800                           | Prepaid Insurance                     | 6,322.36            |                  |                     | 6,322.36            |
| 12825                           | Prepaid Income taxes                  | 2,118.00            |                  |                     | 2,118.00            |
| 15260                           | Citizen Bank Major Improvement        |                     | 59,374.22        |                     | 59,374.22           |
| 17100                           | Improvements                          |                     |                  | 1,308,853.87        | 1,308,853.87        |
| 17200                           | Clubhouse                             |                     |                  | 438,600.00          | 438,600.00          |
| 17300                           | Clubhouse Improvements                |                     |                  | 80,797.66           | 80,797.66           |
| 17400                           | Trucks/Equipment                      |                     |                  | 65,397.00           | 65,397.00           |
| 17500                           | Furniture/Appliances                  |                     |                  | 25,827.83           | 25,827.83           |
| 17600                           | Pool                                  |                     |                  | 288,632.05          | 288,632.05          |
| 17700                           | Computers                             |                     |                  | 13,034.98           | 13,034.98           |
| 17800                           | Land                                  |                     |                  | 913,175.69          | 913,175.69          |
| 18100                           | Accum Depreciation                    |                     |                  | (1,165,168.00)      | (1,165,168.00)      |
|                                 | <b>TOTAL ASSETS</b>                   | <b>394,884.13</b>   | <b>59,374.22</b> | <b>1,969,151.08</b> | <b>2,423,409.43</b> |
| <b>LIABILITIES &amp; EQUITY</b> |                                       |                     |                  |                     |                     |
| <b>CURRENT LIABILITIES:</b>     |                                       |                     |                  |                     |                     |
| 20510                           | Accrued Income Tax                    | 1,412.00            |                  |                     | 1,412.00            |
| 21285                           | Accounts Payable Roof Loan            | 1,500,000.00        |                  |                     | 1,500,000.00        |
| 22250                           | Prepaid Homeowner Dues                | 26,285.60           |                  |                     | 26,285.60           |
| 22300                           | Clubhouse Deposits                    | 1,750.00            |                  |                     | 1,750.00            |
|                                 | <b>Subtotal Current Liab.</b>         | <b>1,529,447.60</b> | <b>.00</b>       | <b>.00</b>          | <b>1,529,447.60</b> |
| <b>RESERVES:</b>                |                                       |                     |                  |                     |                     |
|                                 | <b>Subtotal Reserves</b>              | <b>.00</b>          | <b>.00</b>       | <b>.00</b>          | <b>.00</b>          |
| <b>EQUITY:</b>                  |                                       |                     |                  |                     |                     |
| 26500                           | Designated Capital                    | 1,045,300.28        |                  |                     | 1,045,300.28        |
| 27500                           | Additional Pd - In Capital            | 477,953.04          |                  |                     | 477,953.04          |
| 28000                           | Retained Earnings-prior years         | (17,488.41)         |                  |                     | (17,488.41)         |
|                                 | Current Year Net Income/(Loss)        | (611,803.08)        | .00              | .00                 | (611,803.08)        |
|                                 | <b>Subtotal Equity</b>                | <b>893,961.83</b>   | <b>.00</b>       | <b>.00</b>          | <b>893,961.83</b>   |
|                                 | <b>TOTAL LIABILITIES &amp; EQUITY</b> | <b>2,423,409.43</b> | <b>.00</b>       | <b>.00</b>          | <b>2,423,409.43</b> |

**Four Colonies Homes Association**  
Income/Expense Statement  
Period: 08/01/09 to 08/31/09

| Description                          | Current Actual | Year-To-Date Actual |
|--------------------------------------|----------------|---------------------|
| <b>INCOME:</b>                       |                |                     |
| 33000 Administrative & Common Area   | 76,453.53      | 608,634.18          |
| 33010 Reserves - Roof Replacement    | 24,426.24      | 195,409.92          |
| 33020 Roof Repair                    | 833.33         | 6,666.64            |
| 33031 Gutter Repair                  | 1,000.00       | 8,000.00            |
| 33040 Paint - Homes                  | 16,666.67      | 133,333.36          |
| 33050 Paint/Roof - Garage            | 299.58         | 2,396.64            |
| 33060 Paint/Roof - Carport           | 606.75         | 4,854.00            |
| 33070 Light Credit                   | (591.75)       | (4,734.00)          |
| 34000 Clubhouse Rentals              | 200.00         | 4,075.00            |
| 34010 Clarion                        | 420.00         | 3,675.00            |
| 34020 Interest-Regular               | 284.87         | 2,708.04            |
| 34022 Major Improvements Interest    | .00            | 349.05              |
| 34023 Restricted Interest - Streets  | .00            | 579.44              |
| 34030 Misc. Other                    | 1,548.59       | 5,836.85            |
| 34045 Income Detex Cards             | 180.00         | 870.00              |
| 34050 Collection Income              | 25.00          | 600.00              |
| Subtotal Income                      | 122,352.81     | 973,254.12          |
| <b>EXPENSES</b>                      |                |                     |
| <b>General &amp; Administrative</b>  |                |                     |
| 50010 Roof Loan Payment              | 17,450.86      | 45,921.86           |
| 50011 Payroll                        | 15,967.32      | 130,058.70          |
| 50021 Accounting Fees                | 79.95          | 639.60              |
| 50031 Annual Audit/Tax Prep          | .00            | 6,800.00            |
| 50040 Web Page Maintenance           | 46.35          | 306.84              |
| 50051 Copier Expense                 | 234.93         | 1,897.94            |
| 50061 Collection Expense (Del Due)   | (75.25)        | 2,121.86            |
| 50071 Insurance                      | 2,054.95       | 22,854.32           |
| 50081 Dues & Subscriptions           | .00            | 70.00               |
| 50091 Legal                          | .00            | 3,451.21            |
| 50101 Employee Relations/Education   | .00            | 180.10              |
| 50111 Office Materials/Supplies      | 355.71         | 2,928.27            |
| 50112 Annual Meeting                 | .00            | 2,169.04            |
| 50121 Clarion Newsletter             | 180.00         | 10,303.42           |
| 50131 Postage                        | 181.54         | 618.83              |
| 50141 Security Alarm                 | .00            | 2,092.73            |
| 50151 Professional Services          | 265.84         | 2,184.91            |
| 50171 Taxes-other(property/licenses) | .00            | 2,060.24            |
| 50191 Office Equipment - Misc.       | .00            | 215.09              |
| 50231 Office Telephone               | 289.05         | 2,345.20            |
| 50242 Service Charges                | .00            | (15.00)             |
| General & Administrative             | 37,031.25      | 239,205.16          |
| <b>Common Area Maintenance</b>       |                |                     |
| 51032 Contract - Trash               | 6,977.00       | 50,333.98           |
| 51042 Contract - Pool                | 4,622.96       | 16,113.35           |
| 51051 Optional Lawn Service          | 3,000.00       | 4,645.00            |
| 51052 Contract - Lawn                | 11,325.00      | 69,500.00           |

**Four Colonies Homes Association**  
Income/Expense Statement  
Period: 08/01/09 to 08/31/09

| Description                         | Current Actual | Year-To-Date Actual |
|-------------------------------------|----------------|---------------------|
| 51062 Contract - Tree Service       | .00            | 40,396.92           |
| 51082 Pool Maintenance/Improvements | .00            | 12,780.13           |
| 51092 Grounds Improvements          | 417.67         | 1,644.01            |
| 51094 Drainage                      | .00            | 1,676.21            |
| 51095 Public Relations              | 193.28         | 974.42              |
| 51115 Common Facilities Maintenance | 1,141.57       | 7,200.65            |
| 51116 Termite Treatment Clubhouses  | .00            | 1,052.04            |
| 51122 Concrete Repair               | .00            | 7,960.00            |
| 51132 Lighting                      | .00            | 2,251.28            |
| 51142 Utilities                     | 3,388.80       | 24,737.63           |
| 51152 Truck Maintenance/Golf Cart   | 282.30         | 2,818.25            |
| 51162 Tools/Equip/Supplies          | 755.10         | 1,180.99            |
| 51163 Right of Restoration          | 225.00         | 197.44              |
| 51172 Miscellaneous                 | 19.44          | 557.17              |
| Common Area Maintenance             | 32,348.12      | 246,019.47          |
| Residential Maintenance             |                |                     |
| 52013 Paint Homes                   | 24,400.00      | 142,060.00          |
| 52020 Roof Replacement (Total)      | .00            | 841,764.00          |
| 52033 Paint/Roof - Car              | (50.00)        | 1,750.00            |
| 52043 Residential-Roof Repairs      | 50.00          | 2,600.00            |
| 52053 Gutter -Repairs               | 780.00         | 1,830.00            |
| Residential Maintenance             | 25,180.00      | 990,004.00          |
| Major Improvements/Repair           |                |                     |
| 53014 Sealcoating                   | .00            | 13,391.00           |
| 53034 Tree Removal                  | .00            | 20,840.00           |
| 53035 Common Area Lights            | .00            | 17,806.28           |
| 53037 Erosion                       | .00            | 2,155.75            |
| 53039 Clubhouse Roof Replacement    | .00            | 52,445.00           |
| 53074 Contingency Fund              | 210.00         | 3,190.54            |
| Major Improvements/Repai            | 210.00         | 109,828.57          |
| Reserves                            |                |                     |
| Reserves                            | .00            | .00                 |
| TOTAL EXPENSES                      | 94,769.37      | 1,585,057.20        |
| CURRENT YEAR NET INCOME/(LOSS)      | 27,583.44      | (611,803.08)        |
|                                     | =====          | =====               |

# October 2009

| SUN              | MON                                     | TUE          | WED   | THU                       | FRI  | SAT   |
|------------------|---|--------------|---|---------------------------|--|---|
|                  |   |              |   | 1                         | 2<br>Breakfast<br><b>LE PEEP'S</b><br>9:00 am  | 3<br>Rental CH3   |
| 4                | 5                                       | 6            | 7<br>BOOK CLUB<br>7PM CH3  | 8                         | 9<br>Breakfast<br><b>LE PEEP'S</b><br>9:00 am  | 10<br>Rental CH3  |
| 11<br>Rental CH1 | 12                                      | 13           | 14  | 15<br>Clarion<br>Deadline | 16<br>Breakfast<br><b>LE PEEP'S</b><br>9:00 am | 17  |
| 18               | 19<br>REGULAR<br>BOD MEETING<br>7PM CH3 | 20<br>BLINKO | 21  | 22                        | 23<br>Breakfast<br><b>LE PEEP'S</b><br>9:00 am | 24  |
| 25               | 26                                      | 27           | 28  | 29                        | 30<br>Breakfast<br><b>LE PEEP'S</b><br>9:00 am | 31 <br>HALLOWEEN<br>Rental CH1 |
|                  |   |              |   |                           |  |   |

**FOUR COLONIES LIBRARY OPEN MONDAY  
THROUGH FRIDAY DURING OFFICE HOURS**



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Fax: 913-888-6732

E-Mail:

[fourcolonies@kc.surewest.net](mailto:fourcolonies@kc.surewest.net)

WEB SITE

[www.fourcolonies.net](http://www.fourcolonies.net)

Four Colonies  
Homes Association  
(FCHA)

7975 Monrovia  
Lenexa, KS 66215

Office Hours:

Monday—Friday 8am to 5pm