

Granada HOA Board Meeting Minutes

July 22, 2024

In-person meeting was held at the home of Mary Woodruff, 7928 El Dorado Dr, Austin, TX and was called to order at 6:45 PM.

Board members in attendance were Scott Budd, Lisa Cmerek, Linda Garner, Sara Headden, Ryan Mikulenska, and Mary Woodruff. Jen Martin and Roy Ribelin were not in attendance.

Approval of Meeting Minutes

- MOTION TO APPROVE the minutes of the HOA Board Meeting that was held 06/17/2024 was made by Ryan Mikulenska, seconded by Sara Headden and unanimously approved.

Resident Comments

- No resident concerns received this month.

Website

- No update to report from John Serrao. Mary Woodruff can now update the website and make minor revisions

Welcome Wagon

- Welcome gift bags to be delivered:
 - Linda Garner / Lisa Cmerek – 9436 El Rey, 8903 Candelaria, 8401/8402 El Rey.
 - Jenn Martin – 8504 El Rey
 - Mary Woodruff – 7806 Phoenix Pass
- An additional twelve Welcome Wagon bags to be prepared.

Financials

- The following financial reports were provided by Lisa Cmerek. Copies are attached hereto for reference.
 - Balance Sheet as of 07/22/2024
 - Comparative Profit and Loss 01/01/2024 – 07/22/2024
 - Pool Profit and Loss 01/2015 - 07/22/2024
- The board plans to meet soon to review budget and determine basic operating costs to establish a business plan that will meet those needs based on historical membership data.

Membership

- A HOA Membership Report as of 07/22/2024 was presented by Mary Woodruff for review and discussion. A copy is attached hereto for reference.

2024 Events

- July 4th Recap (positives and opportunities)
- HOA to purchase a portable PA system for events

Park

- Discussion regarding recent unhoused person in park and the need to post signage indicating that the park is private property and for Granada residents use only.
- Basketball goals need to be replaced.

Pool

- A self-closing mechanism has been ordered for the pool gate and will be installed when it arrives.
- Two of the three pool lights are now working; the third one is awaiting another replacement bulb.

Tennis Court

- All good; nothing to report.

Communications

- Nothing to report.

Board Member Transition

- Board to host a HOA Happy Hour on 9/13/2024 to recruit volunteers.

Other Business

- With the recent sale of Still Waters, we will need to find a location for our upcoming annual meeting in January 2025. The Oak Hills UMC is the most convenient and has a fellowship hall that can be used for community meetings.
- The next HOA board meeting will be on 8/19/2024 for budget planning.

Adjourned

- Meeting was adjourned at 8:20 PM

Minutes prepared by Mary Woodruff, Secretary

Mary Woodruff
Mary Woodruff, Secretary

09/16/2024
Date of Approval



Monthly Board Meeting Agenda – July 2024

7.22.2024 – 6:30 PM – @ Mary Woodruff's House

Call to Order

Approval of Meeting Minutes

Resident Comments

Website

Welcome Wagon

Financials

Membership Update

2024 Events

- 4th of July Event Recap (positives & opportunities)

Park

Pool

Tennis Court

Communications – E-Newsletter

Board Member Transition

Other Business:

Granada Hills Home Owners Association

Balance Sheet

As of July 11, 2024

	TOTAL		
	AS OF JUL 11, 2024	AS OF JUL 11, 2023 (PY)	CHANGE
ASSETS			
Current Assets			
Bank Accounts			
1000 Association Cash Balance	90,302.11	77,693.74	12,608.37
1001 Pool Cash Balance	-107.86	13,477.31	-13,585.17
Total Bank Accounts	\$90,194.25	\$91,171.05	\$ -976.80
Other Current Assets			
1310 Prepaid sales tax	23.61	23.61	0.00
1330 Tax Pre Payments/Refunds	375.00	375.00	0.00
Total Other Current Assets	\$398.61	\$398.61	\$0.00
Total Current Assets	\$90,592.86	\$91,569.66	\$ -976.80
Fixed Assets			
1590 Land	12,621.00	12,621.00	0.00
Association	5,647.68	7,680.68	-2,033.00
Pool	1,697.00	3,483.00	-1,786.00
Total Fixed Assets	\$19,965.68	\$23,784.68	\$ -3,819.00
TOTAL ASSETS	\$110,558.54	\$115,354.34	\$ -4,795.80
LIABILITIES AND EQUITY			
Liabilities			
Total Liabilities			\$0.00
Equity			
3900 Reserves - Association	81,679.65	86,405.93	-4,726.28
Net Income	28,878.89	28,948.41	-69.52
Total Equity	\$110,558.54	\$115,354.34	\$ -4,795.80
TOTAL LIABILITIES AND EQUITY	\$110,558.54	\$115,354.34	\$ -4,795.80

Granada Hills Home Owners Association

Profit and Loss

January 1 - July 11, 2024

	ASSOCIATION		POOL		TOTAL	
	JAN 1 - JUL 11, 2024	JAN 1 - JUL 11, 2023 (PY)	JAN 1 - JUL 11, 2024	JAN 1 - JUL 11, 2023 (PY)	JAN 1 - JUL 11, 2024	JAN 1 - JUL 11, 2023 (PY)
Income						
4010 Annual Dues	33,790.00	33,940.00			\$33,790.00	\$33,940.00
4020 Pool revenue					\$0.00	\$0.00
4021 Pool Membership Fee			24,425.00	27,000.00	\$24,425.00	\$27,000.00
4022 Pool Rental			1,375.00	1,075.00	\$1,375.00	\$1,075.00
Total 4020 Pool revenue			25,800.00	28,075.00	\$25,800.00	\$28,075.00
4024 Pool refundable deposits	70.25		100.00	100.00	\$170.25	\$100.00
4025 Tennis Court Rental	560.00	960.00			\$560.00	\$960.00
4030 Ad Newsletter		605.00			\$0.00	\$605.00
4031 Vendor fees - Craft Fair	10.00				\$10.00	\$0.00
4032 Raffle Tickets		100.00			\$0.00	\$100.00
4040 Donations	1,880.00	825.00			\$1,880.00	\$825.00
4044 New Entrance Sign	235.00	230.00			\$235.00	\$230.00
Total 4040 Donations	2,115.00	1,055.00			\$2,115.00	\$1,055.00
Total Income	\$36,545.25	\$36,660.00	\$25,900.00	\$28,175.00	\$62,445.25	\$64,835.00
GROSS PROFIT	\$36,545.25	\$36,660.00	\$25,900.00	\$28,175.00	\$62,445.25	\$64,835.00
Expenses						
5010 Neighborhood Activities	283.11	277.89	108.53	129.43	\$391.64	\$407.32
5011 Board Meeting Expenses	257.70	323.19			\$257.70	\$323.19
5013 General Meeting	297.68	440.00			\$297.68	\$440.00
5015 July 4th	158.14	189.01			\$158.14	\$189.01
5017 Welcome Wagon	212.85				\$212.85	\$0.00
Total 5010 Neighborhood Activities	1,209.48	1,230.09	108.53	129.43	\$1,318.01	\$1,359.52
5020 Communications					\$0.00	\$0.00
5021 Newsletter	619.74	1,208.65			\$619.74	\$1,208.65
Total 5020 Communications	619.74	1,208.65			\$619.74	\$1,208.65
5030 Park Expenses	2,096.78	1,931.27			\$2,096.78	\$1,931.27
5040 Tennis Court	20.35	1,287.04			\$20.35	\$1,287.04
5052 Pool Area Maintenance			2,734.80	1,793.62	\$2,734.80	\$1,793.62
5101 Pool attendants			1,240.00	3,300.00	\$1,240.00	\$3,300.00
5200 Improvements	467.03				\$467.03	\$0.00
5210 Repairs & Maintenance	464.24	4,100.00	1,366.00		\$1,830.24	\$4,100.00
5221 Cleaning & chemicals			5,046.32	5,368.55	\$5,046.32	\$5,368.55
5230 Supplies	850.42				\$850.42	\$0.00
5240 Landscaping	3,464.01	2,227.24			\$3,464.01	\$2,227.24
5421 Website expenses	44.62				\$44.62	\$0.00
5570 Security				29.77	\$0.00	\$29.77
5572 Portable toilet	1,137.71	1,137.71			\$1,137.71	\$1,137.71
5590 Professional fees					\$0.00	\$0.00
5591 Accounting		565.04			\$0.00	\$565.04
Total 5590 Professional fees		565.04			\$0.00	\$565.04
5710 Insurance	3,414.00	3,158.51	3,414.00	3,158.49	\$6,828.00	\$6,317.00
5750 Office Supplies		42.64			\$0.00	\$42.64
5770 Utilities					\$0.00	\$0.00
5760 Telephone			902.35	454.89	\$902.35	\$454.89
5771 Electric	838.89	831.58	1,458.20	1,142.43	\$2,297.09	\$1,974.01
5773 Water	258.09	173.80	858.33	529.22	\$1,116.42	\$703.02
Total 5770 Utilities	1,096.98	1,005.38	3,218.88	2,126.54	\$4,315.86	\$3,131.92
5810 Bank Fee	20.00				\$20.00	\$0.00
5811 PayPal fees	1,532.47	1,601.76			\$1,532.47	\$1,601.76
5940 Taxes					\$0.00	\$0.00
5943 Property taxes		175.78			\$0.00	\$175.78
Total 5940 Taxes		175.78			\$0.00	\$175.78
5944 Licenses				309.08	\$0.00	\$309.08
Total Expenses	\$16,437.83	\$19,671.11	\$17,128.53	\$16,215.48	\$33,566.36	\$35,886.59
NET OPERATING INCOME	\$20,107.42	\$16,988.89	\$8,771.47	\$11,959.52	\$28,878.89	\$28,948.41
NET INCOME	\$20,107.42	\$16,988.89	\$8,771.47	\$11,959.52	\$28,878.89	\$28,948.41

Granada Hills Home Owners Association Profit and Loss

January 2015 - December 2024

	Jan - Dec 2015	Jan - Dec 2016	Jan - Dec 2017	Jan - Dec 2018	Jan - Dec 2019	Jan - Dec 2020	Jan - Dec 2021	Jan - Dec 2022	Jan - Dec 2023	Jan - July 11 2024	Total
Income											
4020 Pool revenue											0.00
4021 Pool Membership Fee	32,962.00	28,761.61	26,185.00	21,205.00	23,035.00	24,435.00	28,674.00	34,860.00	28,785.00	24,425.00	273,327.61
4022 Pool Rental	2,145.00	2,600.00	3,585.00	2,610.00	4,180.00	175.00	1,325.00	2,630.00	1,775.00	1,375.00	22,400.00
4023 Wrist bands		300.00	150.00								450.00
Total 4020 Pool revenue	\$ 35,107.00	\$ 31,661.61	\$ 29,920.00	\$ 23,815.00	\$ 27,215.00	\$ 24,610.00	\$ 29,999.00	\$ 37,490.00	\$ 30,560.00	\$ 25,800.00	\$ 296,177.61
4024 Pool refundable deposits	0.00	100.00	200.00	200.00	-100.00				100.00	100.00	400.00
4040 Donations				35.00			75.00				110.00
Sales								0.00			0.00
SUSPENSE ** NEED INFO ** (deleted)											0.00
Total Income	\$ 35,107.00	\$ 31,761.61	\$ 29,920.00	\$ 24,050.00	\$ 27,115.00	\$ 24,610.00	\$ 30,074.00	\$ 37,490.00	\$ 30,660.00	\$ 25,900.00	\$ 296,687.61
Gross Profit	\$ 35,107.00	\$ 31,761.61	\$ 29,920.00	\$ 24,050.00	\$ 27,115.00	\$ 24,610.00	\$ 30,074.00	\$ 37,490.00	\$ 30,660.00	\$ 25,900.00	\$ 296,687.61
Expenses											
5010 Neighborhood Activities											
5019 Other					97.52		200.00		129.43	108.53	237.96
Total 5010 Neighborhood Activities	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 97.52	\$ 0.00	\$ 200.00	\$ 0.00	\$ 129.43	\$ 108.53	\$ 535.48
5051 Chemicals	3,249.24	136.00	360.64	770.86	658.47	1,280.33					6,455.54
5052 Pool Area Maintenance								834.93	1,942.47	2,734.80	5,512.20
5100 Lifeguard Wages	4,770.00	9,663.75	9,228.37				4,800.00	4,000.00	6,980.00	1,240.00	23,662.12
5101 Pool attendants											17,020.00
5140 Employee Taxes											0.00
5141 Quarterly 941	411.84	752.15	705.97								1,869.96
5142 SUTA	31.83	39.77	54.45								126.05
5143 FUTA	2.34	50.78	55.39								108.51
Total 5140 Employee Taxes	\$ 446.01	\$ 842.70	\$ 815.81	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,104.52
5150 Lifeguard Certification		675.00									675.00
5160 Workers Comp.	428.57	456.81	350.38								1,235.76
5200 Improvements		238.13	692.81		2,513.70	0.00					3,444.64
5210 Repairs & Maintenance		6,235.78	3,639.99	3,248.55	3,864.27	1,077.90	1,349.30	76.98		1,366.00	20,858.77
5220 Subcontracted services			2,355.00	2,355.00	3,435.00	5,455.00		760.00			12,005.00
5221 Cleaning & chemicals		5,983.30	5,798.64	5,799.30	7,152.91	8,912.51	16,378.81	16,876.80	21,185.24	5,046.32	93,133.83
5230 Supplies		1,840.03	2,091.16	264.68	952.49	383.88	620.57	1,033.04			7,185.85
5240 Landscaping					108.25	209.63					317.88
5480 Business meal	61.60		60.34								121.94
5570 Security	476.30	555.32	340.00	284.90	284.90	3,632.87	627.85	737.18	29.77		6,684.19
5571 Payroll processing	317.18	571.68	469.36	102.04							1,460.26
5710 Insurance	2,280.00	1,768.50	1,729.00	1,482.30	3,060.00	2,119.00	4,106.00	3,041.50	3,158.49	3,414.00	26,158.79

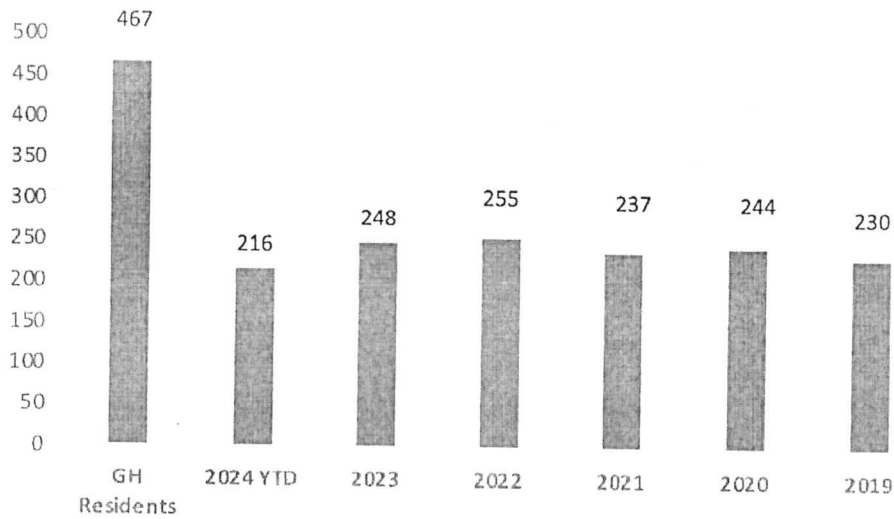
5740 Postage and Delivery								18.04											32.10
5770 Utilities																			0.00
5760 Telephone									1,117.60	991.26	1,614.81	1,951.95	1,951.95	1,614.81	775.83	944.78	915.40	1,087.61	10,301.59
5771 Electric									1,291.47	1,605.75	2,728.13	2,433.90	2,433.90	2,728.13	1,887.11	2,505.40	2,577.15	2,432.11	18,919.22
5772 Trash									160.98						-10.51				150.47
5773 Water									2,154.65	2,282.94	2,285.31	2,137.96	2,137.96	2,285.31	1,429.21	887.92	1,592.61	1,546.49	16,312.77
Total 5770 Utilities									4,724.70	4,879.95	6,628.25	6,523.81	6,523.81	6,628.25	4,081.64	4,338.10	5,085.16	5,066.21	45,684.05
5810 Bank Fee									9.90		5.00	105.00							119.90
5830 Interest Expense											0.84	0.84							0.84
5870 Depreciation Expense									2,220.00	2,245.00	2,758.00	2,854.00	2,854.00	2,758.00	31,715.00	1,783.00	1,786.00	1,786.00	52,220.00
5940 Taxes																			0.00
5943 Property taxes									372.65	359.01	444.13	429.14	429.14	444.13	370.65	368.23	26.77		2,370.58
Total 5940 Taxes									372.65	359.01	444.13	429.14	429.14	444.13	370.65	368.23	26.77	0.00	2,370.58
5944 Licenses																		499.08	499.08
5950 Miscellaneous											50.00								50.00
5951 Permit										190.00	190.00	190.00	190.00	190.00		190.00			1,330.00
Pool Expenses (deleted)																			0.00
5250 Landscaping (deleted)											8.64								8.64
Maintenance (deleted)											505.81								505.81
Supplies (deleted)											861.85								861.85
Utilities (deleted)																			0.00
Electricity (deleted)											2,467.55								2,467.55
Telephone (deleted)											1,688.80								1,688.80
Total Utilities (deleted)											4,156.35								4,156.35
Total Pool Expenses (deleted)											5,532.65								5,532.65
Property Taxes (deleted)											358.36								358.36
Repairs and Maintenance (deleted)											3,165.26								3,165.26
Total Expenses									29,462.90	22,111.09	35,251.54	39,068.95	39,068.95	35,251.54	59,628.31	34,761.86	34,258.36	40,776.69	339,934.59
Net Operating Income									2,347.90	1,938.91	5,331.54	7,307.34	7,307.34	5,331.54	35,018.31	4,687.86	3,231.64	10,116.69	43,246.98
Other Income											1,400.00								1,400.00
4900 Gain or loss on sale of assets																			
4950 Miscellaneous income									22.66										22.66
Total Other Income									22.66										22.66
Other Expenses																			
5971 Penalties											7.93								7.93
Total Other Expenses											7.93								7.93
Net Other Income											7.93								1,414.73
Net Income									2,347.90	1,961.57	3,931.54	7,307.34	7,307.34	3,931.54	35,018.31	4,687.86	3,231.64	10,116.69	41,832.25

LARGE DEPRECIATION EXPENSE IN 2020
WAS FOR POOL REPLASTER

GRANADA HILLS HOA BOARD MEETING

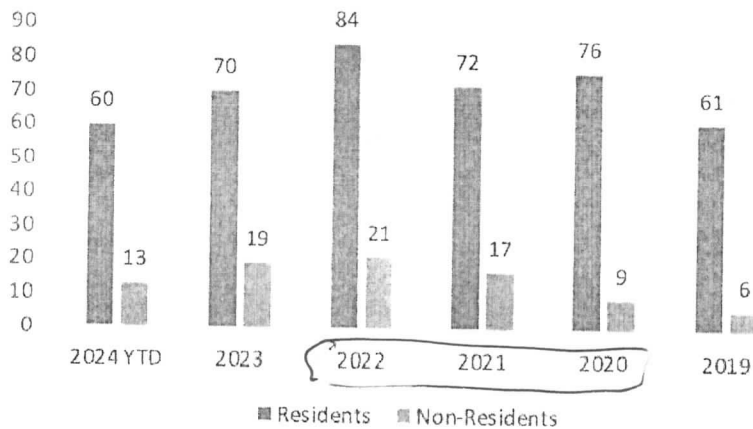
July 22, 2024

HOA MEMBERSHIPS



	2024 YTD	2023	2022	2021	2020	2019
Dues	\$32,620	\$37,780	\$35,034	\$26,292	\$27,032	\$25,540
Donations	\$2,055	\$1,365	\$2,093			
Raffle		\$320				

POOL MEMBERSHIP



	2024 YTD	2023	2022	2021	2020	2019
Residents	\$19,325	\$20,445	\$25,635	\$21,700	\$21,310	\$17,900
Non-Residents	\$4,295	\$8,325	\$9,515	\$6,010	\$3,420	\$1,985
Pool Parties	\$1,475	\$1,775	\$1,925			