

**WELCOME TO**  
**PARAMOUNT**  
*We speak family*

**ANNUAL MEETING AGENDA**  
Wednesday, May 10, 2023, 6pm  
Paramount Elementary

- 1. Welcome & Introductions**
  - Quorum 60%, Rescheduled 10%
- 2. Proof of Notice**
  - Notice Sent Via Mail & E-mail
- 3. Previous Meeting Minutes**
  - 5.4.2022
- 4. Reports of Officers**
  - President Recap
  - 2022 YE Financial Statement
  - 2023 Budget
- 5. Reports of Committees**
  - ACC
  - Events
  - Oversight
  - Clubhouse
  - Neighborhood Watch
- 6. Unfinished Business**
- 7. New Business**
- 8. Election of Directors**
  - 3 Available Positions
- 9. Adjourn**



## 2022 Annual Meeting Minutes

### **Roll Call:**

Wednesday, May 4, 2022 the annual meeting was brought to order at 6:00 pm by Ann Marie Baird on behalf of Brighton Corporation. Because the quorum requirement of 60% was not met, the meeting was immediately adjourned and then reconvened for a second meeting at 6:05 pm. There were 147 proxies and 37 people in attendance via Zoom Webinar ID: 864 1610 0339, Passcode: 056956, meeting the 10% required quorum.

### **Proof of Notice:**

The annual meeting notice was sent by mail to all homeowners. It was also posted on the community website and in the monthly newsletters.

### **Previous Meeting Minutes:**

The 2021 annual meeting minutes were reviewed and approved with no changes.

### **Financial Report:**

Donn Doss, President, did a recap of the last year talking about changes in the Board and community. A copy of the 2021 Year End financial statement and the 2022 budget was provided. Ann Marie reviewed all line items and answered questions. The Association saw a net income of \$63,288.12, mostly due to additional home transfers and staying under budget.

### **Committee Reports:**

The ACC has been moving along reviewing requests as they come up.

The Events that are held in the community are the result of hard working volunteers. Without volunteers, these events won't happen. Residents interested in running an event or helping out are encouraged to reach out to Ann Marie.

The Oversight committee has been helpful in helping us keep up on violations within the community, but all are encouraged to reach out if there are violations or concerns about a property.

The Clubhouse committee is new but has helped in curbing vandalism and damage to the clubhouse. We're still looking to add to this committee.

Neighborhood Watch is made up of everyone. We have a liaison from the community that helps share information from the police and the community through social media.

### **Unfinished Business:**

There was no unfinished business to discuss.

### **New Business:**

The Parking Amendment received enough approvals and is being finalized for recording.

The Board has been looking into erosion control for the ponds. They are getting quotes and looking to make some improvements in the near future.

Irrigation is on, however, due to drought conditions, we'll be watching the canals and working with the irrigation districts to watch for issues from lack of water. It's very important for residents to follow the watering schedule of only 3 days a week.

**Election of Directors:**

The volunteers for the Board were: Maurice Denner and Richard Hughes. Residents and candidates were able to attend a meet the candidate on Tuesday, April 19, 2022 at 6pm to put faces to names and so residents could ask questions of the candidates. Through the absentee ballots, Richard Hughes obtained the most votes, electing him to the Board of Directors.

**Adjourn:**

With no further business the meeting was adjourned at 7:06 pm.

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**Balance Sheet**

For the Period Ended December 31, 2022

**Assets**

**Current Assets**

**Cash**

Operating Account (WTB)	\$ 198,952.27
Checking Account (Horizon)	\$ 25.41
Investment Accounts (Horizon)	<u>\$ 615,422.17</u>

**Total Cash** \$ 814,399.85

**Receivables**

Accounts Receivable	\$ 12,194.04
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**Total Current Assets** \$ 826,593.89

**Liabilities and Equity**

**Current Liabilities**

Accounts Payable	\$ 5,535.27
Prepaid & Unapplied Credits	<u>\$ 33,912.10</u>

**Total Current Liabilities** \$ 39,447.37

**Equity**

Retained Earnings - HOA	\$ 788,169.76
Retained Earnings - Serenade	\$ 451.92
Net Income (Loss)	<u>\$ (1,475.16)</u>

**Total Equity** \$ 787,146.52

**Total Liabilities & Equity** \$ 826,593.89

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**Income Statement & Budgets**

	2022 Actuals	2022 Budget	2023 Budget	
<b>Income from Operations:</b>				
Regular Assessment Income \$630	\$ 709,527.50	\$ 709,380.00	\$ 731,900.00	1126
Serenade Assessment Income \$830	\$ 31,540.00	\$ 31,540.00	\$ 36,100.00	38
Late/NSF Fees	\$ 4,952.00	\$ 3,000.00	\$ 3,000.00	
Transfer Fees \$150	\$ 8,550.00	\$ 7,500.00	\$ 5,250.00	35
Clubhouse Rental Fee \$20	\$ 5,475.00	\$ 4,200.00	\$ 5,200.00	150
Miscellaneous Income	\$ 9,093.62	\$ 400.00	\$ 8,400.00	
Investment Interest Income	\$ 4,647.60	\$ 1,100.00	\$ 2,000.00	
	<u>\$ 773,785.72</u>	<u>\$ 757,120.00</u>	<u>\$ 791,850.00</u>	
<b>Operating Expenses:</b>				
Bad Debt Write Offs & Misc	\$ (22.15)	\$ -	\$ -	
State Income Tax	\$ 352.40	\$ 400.00	\$ 400.00	
Federal Tax	\$ 1,580.30	\$ 1,600.00	\$ 1,600.00	
Liability Insurance	\$ 11,850.00	\$ 11,733.00	\$ 11,850.00	
D&O Insurance	\$ 3,944.00	\$ 1,734.00	\$ 2,210.00	
Electricity	\$ 19,663.23	\$ 18,850.00	\$ 19,150.00	
Natural Gas	\$ 10,656.73	\$ 8,400.00	\$ 10,200.00	
Water	\$ 1,160.28	\$ 1,750.00	\$ 1,680.00	
Sewer	\$ 1,925.45	\$ 2,610.00	\$ 2,520.00	
Trash Removal	\$ 2,035.46	\$ 2,400.00	\$ 2,400.00	
Cable TV	\$ 2,412.06	\$ 2,220.00	\$ -	
HVAC	\$ 2,248.75	\$ 1,400.00	\$ 1,400.00	
Janitorial Contract	\$ 32,842.00	\$ 31,954.00	\$ 37,350.00	
Janitorial Supplies	\$ 3,060.09	\$ 3,300.00	\$ 3,000.00	
Pool Maintenance & Supplies	\$ 72,043.42	\$ 63,114.00	\$ 67,514.00	
Fitness Equipment	\$ 4,122.23	\$ 4,250.00	\$ 5,800.00	
Miscellaneous Repairs & Maintenance	\$ 13,242.40	\$ 15,560.00	\$ 15,560.00	
Extermination	\$ 2,560.00	\$ 1,940.00	\$ 1,940.00	
Irrigation Water	\$ 27,040.48	\$ 27,300.00	\$ 27,300.00	
Fountain Repair & Pond Maintenance	\$ 7,786.69	\$ 12,600.00	\$ 11,400.00	
General Maintenance Grounds	\$ 32,877.08	\$ 47,125.00	\$ 38,050.00	
Landscape Maintenance	\$ 246,994.96	\$ 238,465.00	\$ 269,184.96	
Serenade Landscape Maintenance	\$ 29,978.04	\$ 31,493.00	\$ 35,930.04	
Lighting Repair & Maintenance	\$ 18,272.75	\$ 14,900.00	\$ 14,900.00	
Snow Removal	\$ 4,385.00	\$ 6,000.00	\$ 6,000.00	
Playground Maintenance	\$ 3,410.31	\$ 9,250.00	\$ 9,250.00	
Irrigation System Repair & Maintenance	\$ 26,042.00	\$ 37,500.00	\$ 32,000.00	
Shared Irrigation Expenses	\$ 29,268.23	\$ 30,905.00	\$ 37,010.00	
Security System Repair & Maintenance	\$ 3,736.76	\$ 7,749.00	\$ 4,875.00	
Phone Lines	\$ 8,003.10	\$ 7,980.00	\$ 8,160.00	
Advertising & Promotion & Web	\$ 712.48	\$ 1,000.00	\$ 1,000.00	
Community Events	\$ 5,670.64	\$ 6,900.00	\$ 7,000.00	
Bank Fees	\$ 36.00	\$ -	\$ -	
Professional Fees - Collections	\$ -	\$ 1,500.00	\$ 1,500.00	
Legal Fees	\$ 2,007.82	\$ 4,000.00	\$ 4,000.00	
Property Management Fees	\$ 76,223.18	\$ 75,712.00	\$ 79,185.00	
	<u>\$ 708,122.17</u>	<u>\$ 733,594.00</u>	<u>\$ 771,319.00</u>	
<b>Total Operating Expenses</b>				
<b>Net Income (Loss)</b>	<u>\$ 65,663.55</u>	<u>\$ 23,526.00</u>	<u>\$ 20,531.00</u>	
<b>Capital Expenditures</b>	\$ 67,138.71		\$ 48,500.00	
Pond & Landscape Improvements				
<b>Net Income (Loss)</b>	<u>\$ (1,475.16)</u>		<u>\$ (27,969.00)</u>	