



SOLTERRA

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SOLTERRA HOME OWNERS ASSOCIATION, INC **VIRTUAL BUDGET RATIFICATION MEETING AND ANNUAL MEMBERSHIP MEETING**

Date of Meetings: November 14, 2023
Registration: Registration will begin at 5:30 pm
Time of Meetings: **Budget Ratification Meeting**
6:00 p.m. - 6:15 p.m.
Annual Membership Meeting
6:15 p.m.-7:15 p.m.
Location of Meetings: Zoom

VIRTUAL LOGIN FOR ALL OWNERS

<https://us02web.zoom.us/j/83130166665?pwd=L0ZlQ0NxcTVtY1c1U05YUmFCSUZvZz09>

OR Dial by your location (253) 205 0468

Meeting ID: 831 3016 6665

Passcode: 426402

Display name must match person on deed.

*Overlook Property Management
6860 S. Yosemite Court Suite 2000
Centennial, Colorado 80112*

Purpose:

BUDGET RATIFICATION MEETING

2024 Budget Presentation as outlined under Article 9, Section 9.1 (D) of the Declarations, Covenants, Conditions, and Restrictions for the Solterra Home Owners Association, Inc.

ANNUAL MEMBERSHIP MEETING

Election of one (1) homeowner for a three (3) year term. (As outlined under Article 5, Section 5.6 of the Bylaws for the Solterra Home Owners Association, Inc.) (If there is more than one nominee the election will be mailed out after this meeting)

IF YOU WOULD LIKE TO BE A NOMINEE FOR THE BOARD, PLEASE EMAIL DOCUMENTS@OVERLOOKPROPERTY.COM

PLEASE NOTE: THE SOLTERRA HOA IS RESPONSIBLE FOR COMMUNITY TRASH SERVICE, ARCHITECTURAL VIOLATION ENFORCEMENT AND COVENANT CONTROL. THE HOA BOARD DOES NOT HAVE ANY AUTHORITY OVER THE DISTRICT MAINTAINED AREAS.

This is to certify that notice of the Budget Ratification Meeting and Annual Membership Meeting was sent out on or before October 26, 2023 to all homeowners of record, as of that date.

Jennie Heinze
Community Representative for the
Solterra Home Owners Association

AGENDAS

BUDGET RATIFICATION MEETING

- I. Call to Order 6:00 p.m. (Please note that a quorum is not necessary for the Budget Ratification meeting)
- II. Approval of 2022 Budget Ratification Meeting Minutes
- III. Presentation of the 2024 Budget
- IV. 2024 Budget Ratification (Budget passes unless 51% of the owners reject the Budget, as outlined under Article 9, Section 9.1 (D) of the Declarations, Covenants, Conditions, and Restrictions for the Solterra Home Owners Association, Inc.
- V. Adjournment

ANNUAL MEMBERSHIP MEETING

- I. Call to Order 6:15 p.m.
- II. Confirmation of a Quorum (We must have 10% of the members vote in person or by proxy)
- III. Approval of 2022 Annual Meeting Minutes
- IV. Nominees please note: (if there is more than 1 nominee a mailout ballot will need to be sent due to the requirement on secret ballots)
- V. Election of Board Members
- VI. Educational Topic
- VII. Homeowner Open Forum (The HOA will address questions pertaining to the Association matters; trash and covenant control.)
- VIII. Adjournment

Annual Membership Meeting Quorum -In order to have a quorum we must have 10% (approx. 121) of the members vote in person or by proxy. Please note that all proxies must be received by Overlook on or before November 14, 2023 at 12:00 pm. Send in your proxy or attend the meeting and be entered into the drawing for a \$50.00 gift card courtesy of Overlook Property Management.

Annual Disclosures are available at overlookproperty.com

SOLTERRA HOME OWNERS ASSOCIATION, INC.

BUDGET RATIFICATION MEETING

November 9, 2022 – 6:30PM

Via Zoom

CALL TO ORDER

The meeting was called to order at 6:37 p.m. Zoom.

APPROVAL OF 2021 BUDGET RATIFICATION MEETING MINUTES

The Board reviewed the 2021 Budget Ratification Meeting Minutes. Ms. Heinze answered questions in regards to the budget. Upon final review, a motion was made to approve the 2021 Budget Ratification Meeting Minutes. The motion was seconded. The floor was open for comments. No comments were made. The motion was unanimously carried.

RATIFICATION OF 2023 BUDGET

Ms. Heinze with Overlook Property Management reviewed the 2023 Budget. Upon final review, the 2023 Budget was ratified in accordance with Article 9, Section 9.1 (D) of the Declarations of Covenants, Conditions, and Restrictions for the Solterra Homeowners Association, Inc.

ADJOURNMENT

There being no further business to discuss, a motion was made to adjourn the meeting at 7:01 p.m. The motion was seconded. The floor was open for comments. No comments were made. The motion was unanimously carried.

SOLTERRA HOME OWNERS ASSOCIATION, INC.

ANNUAL MEMBERSHIP MEETING

NOVEMBER 9, 2022 – 7:00 PM

Via Zoom

CALL TO ORDER

The meeting was called to order at 7:01 p.m.

APPROVAL OF 2021 ANNUAL MEMBERSHIP MEETING MINUTES

A motion was made to approve the minutes from the 2021 Annual Membership Meeting. The motion was seconded. The floor was open for comments. No comments were made. The motion was unanimously carried.

NOMINEES

A motion was made to open the floor for nominees. The motion was seconded and unanimously carried. Terry Smith and Don Sims were nominated. A motion was made to close the floor for nominees. The motion was seconded and unanimously carried.

ELECTION

A motion was made by the floor to appoint by acclamation Terry Smith and Don Sims for a three -year term. The motion was seconded and unanimously carried.

EDUCATIONAL TOPIC

Ms. Heinze updated the community on the new laws.

HOMEOWNER OPEN FORUM/NEW BUSINESS

The floor was opened for any questions or comments that pertain to the Association. All questions and comments were addressed by Ms. Heinze with Overlook Property Management.

ADJOURNMENT

There being no further business to discuss, a motion was made to adjourn the meeting at 7:49 p.m. The motion was seconded. The floor was open for comments. No comments were made. The motion was unanimously carried.

Solterra Home Owners Association, Inc.

Account	Description	2022 Actual	2023 Budget	2023 Actual 8-31-2023	2024 Budget
Home Count			1200		1258
Operating Accounts					
Income Accounts					
ASSESSMENTS					
	Homeowner Assessment	\$228,153.53	\$228,000.00	\$234,296.08	\$239,020.00
FEES AND OTHER INCOME					
	Design Review Income	\$10,000.00	\$8,000.00	\$9,150.00	\$8,000.00
	Legal Income	\$465.00	\$0.00	\$762.00	
	Late Fee Income	\$2,300.00	\$0.00	\$1,810.00	
	Interest Income - Operating	\$75.00	\$0.00	\$302.39	
	Working Capital Income	\$480.00	\$400.00	\$1,080.00	
	Miscellaneous Income	\$480.00	\$0.00	-\$435.00	
	Carryover		20,740.00		\$75,155.00
Income Accounts Total		\$241,953.53	\$257,140.00	\$246,965.47	\$322,175.00
Expense Accounts					
UTILITIES					
	Trash Removal	\$155,892.27	\$172,800.00	\$124,898.00	\$215,575.00
GENERAL & ADMINISTRATIVE					
	Legal/Accounting	\$2,130.00	\$7,000.00	\$6,597.00	\$9,000.00
	Design Review Expense	\$10,419.15	\$8,000.00	\$8,125.00	\$8,000.00
	Audit/Income Tax	\$300.00	\$300.00	\$300.00	\$500.00
	Insurance	\$1,750.00	\$2,000.00	\$235.73	\$9,000.00
	General Administration	\$9,589.17	\$16,000.00	\$7,268.65	\$17,000.00
	Management Fees	\$51,707.90	\$57,600.00	\$39,343.50	\$63,100.00
	Bank Charges / Coupons	\$0.00	\$0.00	\$0.00	\$0.00
Expense Accounts Total		\$231,788.49	\$263,700.00	\$186,767.88	\$322,175.00
Operating Accounts Net		\$10,165.04	-\$6,560.00	\$60,197.59	\$0.00
	HOMEOWNER ASSESSMENT DUE JAN 1, 2024				\$190.00

SOLTERRA HOME OWNERS ASSOCIATION, INC.
BUDGET RATIFICATION MEETING AND ANNUAL MEMBERSHIP MEETING
November 14, 2023
PROXY

BUDGET RATIFICATION MEETING

The undersigned hereby appoints: _____ (If left blank, homeowner Board member) as his/her proxy, and hereby authorizes him/her to represent and to vote for the undersigned at the Budget Ratification Meeting, to be held November 14, 2023 at 6:00 p.m., or any adjournment thereof, attendees can join via Zoom.

<https://us02web.zoom.us/j/83130166665?pwd=L0ZlQ0NxcTVtY1c1U05YUmFCSUZvZz09>

Physical Location for personnel only, *Overlook Property Management 6860 S. Yosemite Court Suite 2000, Centennial, Colorado 80112.*

ISSUES TO BE VOTED ON BY THE MEMBERSHIP:

2024 Budget Presentation as outlined under Article 9, Section 9.1 (D) of the Declarations, Covenants, Conditions, and Restrictions for the Solterra Home Owners Association, Inc.

INITIALS: _____

ANNUAL MEMBERSHIP MEETING

The undersigned hereby appoints: _____ (If left blank, homeowner Board member) as his/her proxy, and hereby authorizes him/her to represent and to vote for the undersigned at the Annual Membership Meeting, to be held November 14, 2023 at 6:15 p.m., or any adjournment thereof, attendees can join via Zoom Physical Location for personnel only, *Overlook Property Management 6860 S. Yosemite Court Suite 2000, Centennial, Colorado 80112.*

ISSUES TO BE VOTED ON BY THE MEMBERSHIP

Election of one (1) homeowner for a three (3) year term (as outlined under Article 5, Section 5.6 of the Bylaws for the Solterra Home Owners Association, Inc.

PLEASE NOTE: IF THERE IS MORE THAN ONE NOMINEE A MAILOUT BALLOT WILL NEED TO BE SENT DUE TO THE REQUIREMENT ON SECRET BALLOTS.

INITIALS _____

This proxy, when properly executed, will be voted by the undersigned at his/her discretion at the Budget Ratification Meeting and/or Annual Membership Meeting, or any adjournment thereof. This proxy may be revoked by notice of revocation to the Owners Association by the undersigned, or by the presence of the undersigned at the Budget Ratification Meeting and/or Annual Membership Meeting.

(Please complete the below)

Signature

Date

Print Name

Solterra Home Address

Annual Membership Meeting Quorum

In order to have a quorum we must have 10% (approx. 121 homes) of the members vote in person or by proxy. If a quorum is not reached the meeting will be rescheduled which would place an unwarranted burden on those arranging the meeting and those attending. Please make sure to return your proxy, if you cannot join, to Overlook Property Management at 6860 S. Yosemite Court, Suite 2000, Centennial, CO 80112, OR FAX IT TO (303) 991-2199 OR EMAIL IT TO documents@overlookproperty.com by November 14, 2023 at 12:00 pm.