

**Minutes
Board of Directors
Orchard Villa Homeowners Association
Grand County Library – 257 E Center, Moab, UT
Board Room
November 23, 2013 -- 10:00 a.m.**

Board members present: Alan Gillette, Chris Kallmeyer, Sue Noah-Shrewsbury, and Marc Thomas. Also in attendance: JoAnn Simbeck and Board Secretary Helen Thomas.

President Sue Noah-Shrewsbury called the meeting to order at 10:20 a.m.

Approval of Minutes

A motion was made to approve the minutes from the September 28 and October 26, 2013 board meetings as written. The motion was seconded and passed.

Landscape Committee Report

JoAnn Simbeck provided an update on landscaping:

- The sprinklers were turned off for the season.
- Three trees were planted on Alberta Court.
- Jeff is considering planting a sycamore tree in the common area. JoAnn expressed concern about whether this was an appropriate choice.
- The Photinia along the front of the RV parking lot will remain there for the winter.

JoAnn raised the issue of how to maintain the flower bed on the property next to her unit. It was maintained by the previous owners, but is no longer being maintained. A motion was made to keep the bush and remediate the planting bed back to grass. The motion was seconded and passed.

Financial Report

As of October 31, 2013, account balances are as follows: \$61,533 in checking; \$31,182 in CDs; \$10,019 in savings/insurance; and \$23,284 in savings, for a total of \$126,018.

The most recent report was not available in time for the meeting, but as of October 25, 2013, there were no homeowners with overdue assessments.

Chris Kallmeyer tried to contact all the homeowners who did not have current proof of insurance. She mostly left voice mails, but was able to speak with some of them.

Old Business

Alan Gillette explained the budget he had prepared. The HOA should have no problem meeting the 2013 target contribution to the reserve. The 2014 O&M budget presented was \$121,000, while the reserve was \$48,000. The proposed budget would result in a 3.5% increase in assessments, which is in line with planned increases.

Alan reviewed the planned reserve fund projects and costs. Some of the major reserve projects planned and discussed include the following:

- **Roof inspections and repair:** Bids will be obtained for this work. The roof at 568 W. Hale was repaired.

- **Common area improvement:** This includes taking care of the drainage problem at the west end of Hale. A bid in the amount of \$2,441.18 was received from Jeff Frost. Alan explained the bid. A bid previously received from Jeff Pillus was believed to be closer to \$10,000. A motion was made to approve the bid. The motion was seconded and passed. The plan is to complete the work in 2013, weather permitting.
- **Door jamb painting/repair:** This would be done for one third of the units every three years. Work was completed in 2013, so the next scheduled work would be in 2016.
- **Elastomeric paint:** This project would begin in 2014 and continue through 2017, with an approximately equal number of buildings completed each year. New bids for this work will be obtained.

Termite treatment was completed for building 12. The bill has not yet been received, but the cost is expected to be around \$4,000.

A bid in the amount of \$6,300 was received from Jeff Frost for organic weed control. This works out to be a \$2,700 increase over the existing cost of weed control. The Board agreed that the increased cost could be incorporated in the budget without increasing assessments by moving the \$4,500 budgeted for termite control to the reserve. A motion was made to approve the bid. The motion was seconded and passed.

Alan suggested purchasing a monitor for the pool house that would allow remote monitoring of the temperature in the building. This would eliminate the need to have someone physically check it daily, and hopefully prevent issues with frozen pipes. The installation cost is expected to be about \$200, with a monthly cost of about \$20 for the data plan. The data plan would be on a month-to-month basis, so it could be stopped during warmer weather. A motion was made to approve the purchase of the monitor. The motion was seconded and passed.

Parking permits for the RV lot are being used. The vehicles in the lot need to be checked for compliance.

Parking issues raised at the previous Board meeting were discussed:

- Sue talked to the residents at the unit with too many vehicles parked in the driveway, and the situation has improved.
- Reta Trimble prepared parking violation notices to address the problems with vehicles parked on the street overnight. Sue delivered a notice, and the vehicles have since been moved.

The plan to borrow the flashing speed limit sign from the Moab Police Department has been postponed until they get the sign fixed.

New Business

The insurance policy with State Farm, which is up for renewal, was discussed. A motion was made to renew the policy. The motion was seconded and passed.

The next meeting was scheduled for December 14, 2013, at 10:00 am in the library board room.

The meeting was adjourned at 1:00 pm.