

Minutes
Board of Directors Meeting
Orchard Villa Homeowners Association
Grand County Library – 257 E Center, Moab, UT
December 17, 2016 – 10:00 a.m.

Board members present: Alan Gillette, Liane Morgan, and Sue Shrewsbury. Also in attendance: Board Secretary Helen Thomas.

President Alan Gillette called the meeting to order at 10:08 am.

Approval of Minutes

A motion was made to approve the minutes from the November 19, 2016 Board meeting as written. The motion was seconded and passed.

Landscape Committee Report / Groundskeeping Update

Alan provided a brief update on landscaping since there were no Landscape Committee members present. Ron recently discovered a mushy spot in the ground near the pool area that is not near a sprinkler line. Alan will take a look at it.

Financial Report

Alan reported that there are two homeowners with overdue assessments. One of them was behind by two to three quarters as of the November 2016 Board meeting. Both homeowners have been contacted.

Alan reviewed an updated version of the 2016 financial report, which included actual costs through December 16, 2016. The only estimate to complete cost remaining is \$50 to purchase a gift certificate for the renters at 480 Alberta Court for closing the pool during the 2016 season. The updated total estimate at completion (EAC) for O&M is \$119,821, which is \$2,179 under budget. This is less than the \$4,851 variance reported at the annual meeting due to the additional trees that were planted in November.

The updated EAC for O&M is \$1,165 higher than the EAC reported at the November 2016 Board meeting. Some of this variance is due to the landscaping contract. We ended up paying a little more than the contract amount. Alan is still looking into this issue, but he suspects that it may be due to costs that were included in a contract line item that should have been in the sprinkler parts line item. He explained that separate line items were set up for the landscaping contract work previously because they were each handled by different companies. Frost Landscaping uses percentages to determine the amounts for the individual categories. This creates additional work for Frost and may not accurately reflect the costs of the work completed. After discussion, the Board agreed that Frost does not need to report the individual category amounts in the future. It is sufficient to list the work completed and the total amount.

Alan pointed out that the updated EAC for the landscape improvements line item was \$4,415, about \$1,000 higher than reported at the November 2016 Board meeting. It includes the cost for fence remediation, RV lot cleanup, and trees. It also includes the reimbursement from the Lawsons for the trees planted at their unit.

Alan reviewed an updated version of the 2017 financial report. The budget totals, \$123,000 for O&M and \$60,000 for the reserve, were agreed upon at the November 2016 Board meeting.

Alan pointed out the updated line items, including insurance, sewer, and water. The insurance line item was decreased based on a new quote from the insurance company. Sewer and water were increased. There was discussion about reducing water usage. Board members agreed that sprinkler usage could be reduced to save money. Alan noted that the legal contingency line item had been increased by \$500, bringing the total contingency funding to nearly \$7,000.

Alan explained that there was \$4,200 to be allocated among the landscape improvements, improved signage, and pool furniture line items. Improved signage would include speed limit and no parking signs. Alan did some research and found that standard signs could be purchased for about \$30. Landscape improvements would include planting more trees, trimming, and possibly fertilizing. The tree maintenance bid from Atlas was \$13,500 for trimming and \$4,300 for fertilizing. Alan noted that the Atlas representative had spoken with Victoria Fugit and told her that trimming was more important than fertilizing. Thus, with the limited budget for landscape improvements, tree maintenance would likely be focused on trimming the high priority trees. Pool furniture would include new chairs.

After additional discussion, the Board decided that the \$4,200 would be allocated as follows: \$200 for improved signage, \$500 for pool furniture, and \$3,500 for landscape improvements. It was noted that the \$3,500 for landscape improvements would also include the weeding work done by Peter Emmerich.

Alan noted that we are still looking for a pool operator. An Orchard Villa resident has expressed interest in the position, but is concerned about liability insurance. Orchard Villa has not required liability insurance for pool operators in the past.

Liane inquired about recent work at the Entrada development. She observed a large piece of equipment on Orchard Villa property and wondered whether they had been granted permission to bring it on the property. Alan said that they had not been given permission.

The next Board meeting was scheduled for March 11, 2017 at 10 am in the library board room.

The meeting was adjourned at 11:20 am.