

**Minutes**  
**Board of Directors Meeting**  
**Orchard Villa Homeowners Association**  
**Grand County Library – 257 E Center, Moab, UT**  
**March 11, 2017 – 10:00 a.m.**

Board members present: Alan Gillette, Liane Morgan, Sue Shrewsbury, and Ron Trimble. Also in attendance: Gail Solomon, Jerry Weber, Landscape Committee Chair JoAnne Simbeck, and Board Secretary Helen Thomas.

President Alan Gillette called the meeting to order at 10:05 am.

Approval of Minutes

A motion was made to approve the minutes from the December 17, 2016 Board meeting as written. The motion was seconded and passed.

Landscape Committee Report / Groundskeeping Update

JoAnne Simbeck provided an update on landscaping. Ron promised to deliver a schedule of landscaping activities to JoAnne today. He has found a new source of organic fertilizer, which he has started spreading. Watering has also started. Ron discovered a water leak at one unit. JoAnne found the source of the leak and notified the homeowner.

JoAnne expressed concern about some PVC pipes that are laying on the grass at 580 West Hale. They should not be stored there permanently since they will interfere with mowing. After some discussion, it was decided that JoAnne would ask the renters to move the pipes.

Atlas completed the \$2,000 of tree trimming earlier this year. There was discussion about how to address the trimming needs not covered by Atlas. The company is supposed to prepare an inventory of all the trees and their trimming status. This is expected to cost an additional \$1,000. JoAnne asked whether Frost Landscaping would continue to trim low-hanging branches. Alan said that is not in the current contract. JoAnne will ask Frost about it.

Financial Report

Alan reported that there are no homeowners with overdue assessments. Many homeowners overpaid due to the billing issue with the December statements. Their accounts will be credited.

Alan reviewed the account balances. As of March 10, 2017, the HOA had \$24,675 in checking and \$66,943 in the three reserve accounts. He pointed out that there is now an automatic monthly transfer of \$5,000 from checking to the reserve.

Alan reviewed the 2017 financial report. He is working with the accountant to make some adjustments. For example, the individual landscape contract line items will be removed. Overall, the finances are in good shape so far.

The recent windstorm caused some damage that the HOA is responsible for repairing. The octagon window was blown out of Saina Carey's unit. Todd Gruber fixed it. In addition, a section of the fence behind building 1 was knocked down. Alan is working on repairing it.

### Old Business

Alan provided an update on the pool operator situation. Paul Balo, an Orchard Villa resident, has agreed to serve as the pool operator. He will open and close the pool seven days per week. He needs to take the certification course. The contract is not in place yet.

Several other pool-related items were discussed:

- Work is proceeding on replacing the back flush valve on the pool. This was a planned replacement.
- Alan requested that a Board member be in charge of purchasing new pool furniture. Ron Trimble volunteered.
- A motion was made to have adult swim from 8:00 pm to 9:00 pm daily. The motion was seconded and passed.
- The pool opening date is planned for the weekend before Memorial Day weekend.
- Alan plans to have Jacob Chilson come and look at the pool cover.

Alan reported on the recent water leak repair. The leak, which affected the line that supplies water to the pool building, was repaired. The cost was in the \$500 to \$600 range.

The upcoming reserve projects were discussed. Five buildings will have painting, caulking, and concrete repair work done. Alan has emailed the owners in those buildings about choosing the building paint color.

### New Business

Alan explained that the orchardvilla.net web domain had been owned by Sandy Norton previously. He had been in contact with her about transferring it to the HOA, and it was transferred recently. He noted that Marc Thomas is still maintaining the website. Marc does not seem to mind doing this, but we may want to consider moving it at some point. There are websites designed specifically for HOAs that would be easier to maintain.

Sue Shrewsbury inquired about whether converted units (two bedroom units that have been converted to three bedroom units) are being assessed as two or three bedroom units. Alan said he is not sure how they have been assessed, but he will find out.

Alan reviewed printouts and estimates of the signs to be placed within the community:

- Signs would be placed at both entrances indicating that Orchard Villa is a private community. These signs would cost \$40 each and would be placed on the existing sign posts.
- No parking signs would also be placed at both entrances. These signs would cost \$20 each. There were two versions to choose from. The “no overnight parking” version was selected. There was interest in installing additional no parking signs, but Alan said that would be too costly (the estimated cost with just two signs was already over budget). As an alternative, he suggested that we paint “no overnight parking” on the curbs.
- A sign would be placed near the dumpsters indicating that they are for yard waste only. This sign would cost \$40.
- An adult swim sign would be placed in the pool area. This sign would cost \$40.

The total estimated cost for purchasing and installing all the signs is \$320 (vs. \$200 budgeted).

Comments from Homeowners

Gail Solomon pointed out that the white background on the entrance signs needs to be replaced. She also asked when the 500 West fence would be replaced. Alan said that was planned for next year. She also reported that there are three junk cars in the RV parking lot. Alan said he will ask the owners to move them.

Jerry Weber said that he would like to be notified about upcoming Board meetings, preferably via email. Creating an email list for meeting notifications was suggested.

The next Board meeting was scheduled for May 6, 2017 at 10 am in the library board room.

The meeting was adjourned at 11:15 am.