

**Orchard Villa Home Owners Association
Minutes, Annual Meeting
Grand Center Conference Room, Moab UT
October 24, 2009 – 2 p.m.**

Board members present: President Marc Thomas, Vice President Mike Stringham, Treasurer Connie Baty, Secretary Chris Ensworth, and board member Bill Topper.

Homeowners present included Christine Kallmeyer, Gail Roy, Alan and Lorie Gillette, Audie Harper, Catherine Shank, J.D. and Dottie Wilson, Craig Hibberd, Sue Noah, and Carol Baer.

President Marc Thomas called the meeting to order and declared a quorum present with 13 homeowner units represented in person and 25 by proxy. Board members and homeowners introduced themselves. Chris Ensworth and Connie Baty issued ballots to homeowners for the Board Election as they signed into the meeting. Print-outs were available of the proposed 2010 budget, along with definitions of the budget's operations and maintenance items, and proposed reserve fund projects. A current income/expense statement for the association was also on hand.

Treasurer Connie Baty made a motion to approve the minutes from the October 18, 2008 annual meeting. Mike Stringham seconded it. The motion was approved unanimously.

President Marc Thomas announced that the Association had \$57,203 in its bank accounts as of October 23, 2009: \$19,135 was in its operations checking account, while the reserve fund contained \$12,192 in a savings account and \$25,875 in Certificates of Deposits.

He summarized the Board's actions related to governance during the past year, including updating the Rules and developing policies for Enforcement, Fines, and Collections, as well as revising the Landscape Guidelines and instituting a form and procedure to request changes to the common area landscaping.

Chris Ensworth reported that maintenance projects completed in the past year included repairing and patching stucco on all buildings, shoring up three courtyard walls, painting and repairing gates, and installing a new anti-suction grate in the swimming pool, a new door for the men's bathroom, and a new pool cover. Marc Thomas also noted the Board had to pay for several unplanned for repairs, including replacing six valves on the sprinkler system, fixing a broken water line, and making repairs to the fence line.

Marc Thomas said the Association now has an active Landscape Committee. Working with it, the Board has set up a new procedure for requests for landscape changes to the common area. Anyone wanting to make a change to the common area landscape must first submit a request form to the Landscape Committee, which will review it, try to minimize any maintenance conflicts, and submit it to the Board, along with its recommendation whether or not to approve. He said the Board hoped the procedure would help the board be consistent and equitable in its actions. Bill Topper said that common area landscaping is one of the most difficult ongoing issues for the board. Craig Hibberd said the committee wanted to work with homeowners and assist them in the selection of appropriate plants, trees and edging materials. Audie Harper noted that the governing documents state it is the Board's responsibility to maintain the common area and he wanted to know who would pay to remove landscaping when a unit sold. He said originally it had been the homeowner's responsibility to return the landscaping to grass. Craig Hibberd noted that landscaping does add value to a home and you get what you buy. Marc Thomas responded that this was an issue the board had not yet resolved, but at this time landscaping adjacent to a unit remained the homeowner's responsibility.

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Chris Ensworth said the Board was having an underground utilities survey conducted to determine whether or not a storm water line could feasibly be installed between Buildings 13 &14, continuing northwest to Riversands Road. She explained the Board had reviewed several possibilities including installing an additional leech field, but that would only be a temporary solution since leech fields tend to silt up over time. She said the Board also explored obtaining an agreement with the property owners to the north to install a spillage ditch, but they were not interested. Brian Merrill, owner of the raft company on the west side of our fence, however, was open to granting the Association an easement to install a storm sewer line across his property. The Board hopes it can work with the city, share costs and coordinate the installation of the line at the same time that the city installs a storm sewer on Riversands Road.

Marc Thomas explained the Board's tentative budget proposal for 2010. He said the Board had projected out the 2009 budget to the end of the year so as to use it as a baseline for the 2010 budget. He said that funding the annual operations and maintenance (O&M) of the Association plus the proposed reserve projects would necessitate a 5.3 percent increase in assessments in 2010. He said this would raise monthly assessments for two-bedroom units to \$149.95 a month and three-bedroom units to \$180.53 per month in order to cover O&M expenditures of \$113,510 and reserve projects costing \$33,100.

Reserve projects planned for next year include inspecting the roofs and replacing broken tiles; seal coating the roads; replacing broken concrete at the RV entrances and in driveways and sidewalks; and painting the pool fence, bathrooms and doorjambs.

Marc Thomas said the Board would continue to work on the 2010 budget until its December board meeting and all suggestions were welcome. Since annual O&M expenditures account for 80 percent of the budget, changes made there would have the most impact on how much assessments increase. He added that Alan Gillette had assisted the Board in running four different budget scenarios, with resultant annual increases ranging from 5.3 percent to 12 percent. A summary of the board's proposed budget plan for 2010 will be posted on the Association's website at www.orchardvilla.net and will also be mailed to any homeowner requesting it. Mike Stringham noted that the goal of our reserve plan covering future maintenance projects was to avoid having to levy a special assessment.

Secretary Chris Ensworth tabulated ballots and reported Marc Thomas and Bill Topper had been elected to serve three-year terms, Marc Thomas and Bill Topper having received 34 and 33 votes, respectively.

The meeting was adjourned.

**Orchard Villa Homeowners Association
Minutes, Board of Directors Meeting
Grand Center Conference Room, Moab UT
October 24, 2009 – 3:15 p.m.**

Board members present: Marc Thomas, Mike Stringham, Connie Baty, Chris Ensworth, and Bill Topper.

Bill Topper made a motion, seconded by Mike Stringham, to elect Marc Thomas as President, Mike Stringham and Bill Topper as Vice Presidents, Connie Baty as Treasurer and Chris Ensworth as Secretary. The motion passed unanimously.

Marc Thomas made a motion, seconded by Connie Baty, to approve a banking resolution giving Marc Thomas, Mike Stringham, Bill Topper and Connie Baty signing authority on the Association's checking and savings accounts, Certificate of Deposits, and safe deposit box. The motion passed unanimously. The Association's governing documents currently require the president and treasurer to sign all checks.

The Board scheduled its next meeting for November 2009, with the date to be determined later by Board President Thomas.

The meeting was adjourned.