

**Minutes
Annual Meeting
Orchard Villa Homeowners Association
Grand Center Conference Room, Moab, UT
October 25, 2014 -- 2:00 p.m.**

Board president Marc Thomas called the meeting to order at 2:02 pm.

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

Homeowners present: Connie Baty, Jim Bessinger, Kathleen Bessinger, Aaron Davies, Stacy Dezelsky, Cyndy Gruber, Todd Gruber, Billie Provonsha, JoAnne Simbeck, Gail Solomon, Rebecca Webb, Jerry Weber, and Nancy Weber

To guarantee a quorum for the meeting, 14 proxies had also been sent to members of the Board.

Board members and homeowners introduced themselves.

A motion was made to approve the October 26, 2013 annual meeting minutes as written. The motion was seconded and approved.

Since there were no nominees for the open Board position, Marc explained that the Board can operate with only four members and there is no requirement to fill the position. However, this would result in a Board with only one member living on site. Marc asked whether any homeowners present would be willing to serve, and Aaron Davies, homeowner of 477 N. Hale, volunteered. Aaron introduced himself. He previously served on the Castle Valley Town Council and has a political science degree.

A motion was made to appoint Aaron Davies to the Board. The motion was seconded and approved.

Financial Report

The Board reported that the HOA is currently within \$4 of the O&M budget. Expenses for 2014 are expected to be at or slightly under budget. As of October 21, 2014, the HOA had \$21,753 in checking and \$69,070 in the reserve fund. The Association is on target to replenish the reserve fund by the end of the year. Overall, the finances are solid.

Old Business

Landscape Committee Chair JoAnne Simbeck provided an update on the common area landscaping projects completed during the year. There was one major project completed, an upgrade to the garden near the RV lot fence. Many of the Photinias planted there originally did not survive the recent cold winters, so they were replaced with a variety of new plants and rocks. JoAnne acknowledged several individuals who dedicated many hours to the project: Victoria Fugit, who helped with the design, purchasing, and planting; Jeff Frost, who helped with weeding, dividing the grasses, and planting; Reta and Ron Trimble, who made several trips from the Salt Lake City area to pick up chips and spread them; and Alan Gillette, who lowered and leveled the RV lot fence.

JoAnne also noted that there is an ongoing issue with dog owners not cleaning up after their dogs. She encouraged everyone to make sure dog owners are aware of the locations of the dog poop bags around the community.

The Board reported on the maintenance projects completed during the year:

- Alan Gillette worked with Jeff Frost to complete a drainage improvement project at the west end of Hale to prevent flooding. It seems to be working well. The cost was about \$2,800, well below the \$10,000 budgeted. Sue Noah-Shrewsbury noted that the City had cleaned the drains previously. JoAnne Simbeck suggested scheduling a regular cleaning in the future.
- Four buildings had elastomeric paint applied, concrete leveled, concrete caulked, and gates painted. The cost was about \$15,000 per building.
- There were termite problems in Marc's building earlier in the year. The building was treated at a cost of about \$4,300.
- Several pool-related projects were completed: the railing was replaced with a double railing; the seal in the pump was replaced; the pool cover was cleaned underneath; and a remote temperature monitoring system was installed to prevent freezing of pipes in the pool house.
- Alan replaced several fence posts and performed associated fence repairs.
- The roads were seal coated.
- Some roof leaks were fixed.

It was noted that Orchard Villa has relied heavily on the services of homeowners Alan Gillette and Todd Gruber in completing many of the maintenance projects this year. This has helped the HOA save money.

Marc explained the elastomeric paint color policy. The colors used on the first four buildings were selected by a committee who looked at the townhomes on Williams Way. After some homeowners expressed concern with these colors, a new policy was established. Homeowners can now choose the color for their building from a chart provided by the Board if all homeowners in the building agree on the color.

New Business

A proposal to amend the governing documents to allow election signs was discussed. The Board currently can allow election signs only for a specified period of time. Some homeowners were in favor of an amendment allowing the signs, while others were not. If allowed, the size and placement of signs would need to be regulated. Another potential issue would be the impact of the signs on mowing.

A proposal to designate building monitors was discussed. Monitors would alert Board members of any problems near their buildings, such as issues with swamp coolers, sprinklers, or the fence. The reason for this proposal is the large number of absentee owners. Most homeowners seemed to be in favor of it. JoAnne suggested that we create a list of issues for monitors to look for. For example, some invasive plants are much easier to remove if they are detected early.

Marc reported that the weed treatment is now primarily organic. The HOA switched to organic fertilizer last year, so we are now using all organic products. JoAnne noted that there are some cases where we will not use organic treatments, such as for certain invasive grasses.

Alan presented the 2015 budget. The proposed O&M budget is \$122,000 (vs. \$120,000 for 2014). It includes \$9,000 of contingency funds (vs. \$7,000 for 2014). The reserve fund budget plan is currently \$52,000 (vs. \$49,500 for 2014).

The total 2015 budget is currently \$174,000, a 2.7% increase over the 2014 budget (\$169,500), but below the \$176,388 predicted last year. If approved, this budget would result in the following quarterly assessments:

- Two bedroom: \$546.85 (from \$532.71), \$14/quarter increase
- Three bedroom: \$658.39 (from \$641.36), \$17/quarter increase

Sue explained that the HOA's approach is to gradually increase quarterly assessments to build up the reserve fund in order to avoid special assessments.

Alan reviewed the reserve projects scheduled for 2015. Four more buildings will have elastomeric paint applied, gates painted, concrete leveled, and concrete caulked. A solar pool heater will be installed. It is expected to save a considerable amount on the gas bill, and could also extend the pool season. There is \$4,000 budgeted for it. The payback period is expected to be three to four years, and the expected life is about 20 years. The Orchard Villa pool will be the first solar heated HOA pool in Moab.

Alan reviewed the long term plan for reserve projects:

- 2014-2017: The focus will be elastomeric painting of buildings.
- 2018-2023: The focus will be fence replacement. The plan is to replace the fence along 500 West with a stucco wall in 2018, replace the fence between Orchard Villa and the Entrada property with SimTek vinyl fence in 2019 (assuming Entrada will pay 50% of the cost), and replace the remainder of the wooden fence with SimTek vinyl in the 2020-2022 time frame.
- 2024 and beyond: The focus will be asphalt replacement.

Comments from Homeowners

Nancy Weber asked whether there was a homeowner directory available. The existing directory is several years old and needs to be updated.

Jerry Weber reported that there is a tile on his roof that needs to be repaired or replaced.

Aaron Davies asked for clarification on what homeowners are responsible for vs. the HOA. Sue explained that the HOA is responsible for maintaining the common area, while homeowners are responsible for maintaining limited common area, such as the courtyard. For plumbing matters, the City maintains everything to the meter, the HOA is responsible for the meter to the interior, and homeowners are responsible for the interior. Homeowners are responsible for all glass in their units.

Jim Bessinger asked whether there were any concerns with replacing the fence with part stucco and part SimTek vinyl.

Gail Solomon asked whether design changes planned for the Entrada development would impact Orchard Villa. Sue said they would not.

Stacy Dezelsky asked whether she would need Board approval to replace a door. Board members explained that anything that changes the exterior of the building would need to be approved, e.g., replacing a door or painting it a different color.

The meeting was adjourned at 3:40 pm.