

**Minutes  
Annual Meeting  
Orchard Villa Homeowners Association  
Grand Center, Moab, UT  
October 29, 2016 -- 1:00 p.m.**

Board president Alan Gillette called the meeting to order at 1:04 pm.

Board members present: Alan Gillette, Liane Morgan, and Ron Trimble.

Homeowners present: Carol Baer, Connie Baty, Jim and Kathleen Bessinger, Saina Carey, Herb Crossan, Victoria Fugit, Cyndy Kleist, Linda Scott, Catherine Shank, Sue Shrewsbury, JoAnne Simbeck, Gail Solomon, Reta Trimble, Jerry Weber, Kathy Williams, and Board Secretary Helen Thomas.

Board members and homeowners introduced themselves.

A motion was made to approve the October 24, 2015 annual meeting minutes as written. The motion was seconded and approved.

Alan explained that there were two open Board positions to be filled, as Board members Stacy Dezelsky and Gail Solomon had recently resigned. Liane Morgan, the only nominee, was introduced. Alan confirmed that there was a quorum based on the homeowners present and proxies received. Instead of distributing ballots, a voice vote was conducted. A motion was made to elect Liane Morgan to a three-year term on the Board. The motion was seconded and approved.

Alan asked whether any homeowners present would be willing to serve on the Board, and Sue Shrewsbury volunteered. A motion was made to appoint Sue to a three-year term on the Board. The motion was seconded and approved.

2016 Financial Report

Alan presented highlights of the 2016 budget. He explained that the budget numbers are based on estimated year end totals. The HOA is expected to end the year having spent \$4,851 less than budgeted on Operations and Maintenance (O&M) and \$1,398 less than budgeted on reserve projects. There were no significant delinquent assessments, so income was as expected. The money saved in 2016 will roll over into the reserve fund to help reduce 2017 assessment increases. In addition, the HOA was able to get a new fence built a few years earlier than originally planned. The fence replacement project was originally planned for 2019, but was completed this year as a joint project with the Entrada at Moab. Some painting was postponed to accommodate this project.

Alan reported that the HOA has \$31,766 in checking and \$45,285 in its reserve accounts as of October 28, 2016. The plan is to transfer funds from checking to the reserve accounts at the end of the year to bring the reserve balance up to \$54,754.

Alan reviewed a handout comparing budgeted and actual costs by accounting line item for both O&M and reserve expenditures. He pointed out certain line items that were over budget, such as landscaping improvements, which was higher than expected due to fence remediation. He also pointed out line items that were under budget, such as the contingency line items.

Old Business

Alan reported on the maintenance and improvement projects completed during the year:

- The building exterior, gates, and door jambs were painted for four buildings on Alberta Court. Uneven concrete was corrected and the patios were caulked.
- A new fence was installed between Orchard Villa and Entrada. By splitting the cost with Entrada, the HOA saved \$31,000. The fence is of high quality, durable, and looks nice.
- Several landscaping improvements were made including planting new trees, remediating the fence line, and clearing up the RV parking lot.
- Roof maintenance, including replacing or caulking broken tiles, was performed on five buildings. This maintenance cost less than it has cost to fix roof leaks in the past.
- Several pool projects were completed, including rebuilding the pump, repairing the pool cover, and installing new LED security lights.
- Sprinkler heads were repaired and new sprinkler heads were installed.
- Many gate latches were repaired.

Landscape Committee Chair JoAnn Simbeck provided an update on the common area landscaping. No major projects were undertaken this year mainly because of the fence project. Several unhealthy and dead trees were replaced, grasses were split, and mulch was spread.

The Landscape Committee would like to plant several trees to help provide privacy from the Entrada development. They would like to get the trees planted soon rather than waiting until next year. The Committee has researched trees and is considering a few different types: the giant green thuja (an evergreen), a cottonwood, and a maple. The Committee recommends planting more than one type of tree in case one type doesn't survive. These three trees grow tall and relatively fast and should do well in this region. One drawback is that the thujas are expensive (about \$150 each). The Committee expects the total cost to be about \$1,000.

Several questions and concerns were raised by homeowners. One homeowner asked who would plant the trees. The Committee was not sure, but was considering having either Kara (Wildland Scapes) or Jeff Frost plant them. Another concern was irrigation. Victoria explained that irrigation should not be a problem since Jeff should be able to add a line. Another homeowner raised a concern about cottonwoods dropping leaves and twigs all year. The Committee will look into this, but doesn't expect it to be a problem since the trees won't be in yards.

Alan reported on the status of the water line easement for the Entrada and the City of Moab. There has been no word from the City, so it is assumed that it will not be happening.

### New Business

Alan discussed the RV lot cleanup planned for November 14-18, 2016. The lot will be cleaned up and regraded. All vehicles and trailers must be moved to the north side of the lot before November 14 to allow the cleanup crew to operate machinery. A homeowner asked whether vehicles that do not belong in the lot would be removed. Ron Trimble explained that he had researched this issue previously and found that there was no cost-effective solution. The HOA would need to pay the cost to tow and store the vehicle, and then try to recoup these costs from the owner. It may not be possible to find a place to store the vehicle. Alan added that he didn't think there were many vehicles in the lot currently that do not belong.

Alan led a discussion on the 2017 budget, which will be finalized in December 2016. The draft budget presented was \$182,000 (vs. \$178,500 in 2016). The increase in assessments is expected to be about 2%, similar to the long-term plan which calculates a 2-3% increase per year:

- Two bedroom quarterly assessment: \$572 (from \$561)

- Three bedroom quarterly assessment: \$689 (from \$675)

The O&M budget is projected to be \$125,000 (vs. \$122,000 in 2016). The landscaping contract is uncertain. It is currently out for bid and expected to be similar to 2016. In addition to Frost Landscaping, Ward Landscapes (the company that installed the new fence) is expected to bid. The pool contract is also uncertain and out for bid. It has been budgeted at \$50 per day (vs. \$45 per day in 2016) to accommodate an additional pool closing task.

Some questions and concerns were raised about the landscaping contract. One question was whether there were any local landscaping companies that could be considered. Alan said that there were not any that we are aware of. Ron explained that he researched this last year and the only local company he found was one that would take over management of the entire community, not just landscaping. A concern was raised about tree maintenance, which requires specialized skills that landscapers may not have. JoAnne noted that the Landscaping Committee recommended that tree maintenance be removed from the Frost contract last year, but Frost refused. Victoria said that there are two arborists that we could consider. Alan said that this issue would be discussed with the contractors.

The reserve budget is expected to be \$57,000 (vs. \$56,500 in 2016). This provides adequate reserves going forward and maintains the minimum reserve balance of \$40,000 mandated by the Board. Reserve projects for 2017 include painting buildings/gates, painting/repairing door jambs, caulking concrete, and fixing uneven concrete for five buildings; and performing roof maintenance on 12 buildings. Reserve projects for 2018 include painting the pool building and replacing the fence at the 500 West entrance.

#### Comments from Homeowners

Catherine Shank raised a concern about speeding on Hale Avenue. Several potential solutions were discussed, including speed bumps and rumble strips. Many homeowners were not in favor of speed bumps, and rumble strips were determined to be too noisy. One solution that everyone seemed to agree on was to paint the speed limit on the road. Another suggestion was to move the speed limit sign so that it is more visible.

Saina Carey requested some touch-up painting. Carol Baer said that her screen was not put back properly after the building was painted. Alan said that the painting contractor could take care of these items when they are working on site again next spring.

JoAnne Simbeck noted that the "Do not dump trash" sign near the dumpster needs to be replaced.

The meeting was adjourned at 2:50 pm.