

Fairway Oaks Home Owners Association

Annual Meeting Minutes

April 25, 2019 - 7:00 PM

WorldMark by Wyndham Meeting Room

3618 N. Wolf Creek Drive, Eden Utah

**(amended May 21, 2019 to include clarifying language regarding the
Landscape Committee mission, see pages 4 and 5)**

In Attendance

- Allison Thomas
- Robert and Tina Schultz
- Gil Ogle
- Parker and Colette McQuown
- Gary Levine
- Chip Ulrich
- Tom Sorensen
- Anita and John Leone
- Blake Powell (Phone)
- Melinda and Peter Roland
- Marc and Angelica Spaey
- Heidi and Allen Christiansen
- Jeff Longbottom (Phone)
- Jan Woods
- Mike and Carolyn Daniels
- Alan and Dorothy Elliott
- Brian and Vicki Bennion
- Sherman and Nanci Stacey
- Ed Teter and Susan Blenner

Voting as Proxy

- Chip Ulrich stands as proxy for Greg Watts
- Chip Ulrich stands as proxy for Robert, Shirley, and Andrew Bruns
- Alan Elliot stands as proxy for Mariann Mortensen
- Anita Leone stands as proxy for Marcus Respes and Dr. Lori Gerber
- Anita Leone stands as proxy for Denice Trella

Financial Review:

- In the past, we have paid for our lawn and snow maintenance in one lumped sum. Now, we break out the categories. We pay as utilized. We also utilize three snow services;

Utah Bobcat snow plowing and salting (Tory Madsen); Maycock Masonry for snow shoveling and driveway snow blowing (Brady Maycock); Cadillac Ranch 6' snow thrower to clear piles and widen roads (Michael Mayra).

- In the past, we have been charged \$270 per month by Wolf Creek Water, as an HOA, for our secondary water. This year it will be \$450. Wolf Creek increased the number of homes we are charged for from 27 to 30; Increased monthly charge minimum from \$10 to \$15 per home. The water usage allocated to each home remains the same. We have not exceeded that allocation for five years, since re-engineering our system by adding more zone management by installing more timer boxes, and after installing two pressure reducer valves. Timers installed or replaced:
 - Ames – new, Thomas – new, Teter – replaced, Trella – replaced, Longbottom – one new, one replaced, Bruckner – new, Williams – new, Dunleavy – replaced, Watts – replaced, Stacey – replaced, Elliott- new, Christiansen – new, Woods – replaced, Spaey – replaced, Respes – new, Levine – new, McQuown – replaced.
- It was motioned, voted on, and affirmed that the HOA will increase Vicki's bookkeeping fee from \$150 to \$175 per month.

Road Repair:

- There is no easy solution to our road repair problem. However, after speaking to three companies, the price being based primarily on asphalt price per square footage, Jeff Post's system seems to be the best.

There are three options:

1. We could just fix the 9 identified areas where the current road is crumbling, by removing broken pavement and saturated road bed, replacing with river rock, fabric, and new 4" of asphalt after creating a French Drain – then seam seal and AP4 sealer applied to all private roads (\$23,600 - \$25,000)
 2. Shave and Taper east 2/3 of private roads, basically all of the two east side streets and fairway oaks from cul de sac to west end of over flow parking area on south side of Fairway Oaks between Dunleavy and Williams, and AP4 over all private roads- (\$66,000)
 3. Full Replacement of east 2/3 of private roads, AP4 over all Private roads - (\$99,000)
- It was motioned, voted on, and affirmed that the HOA will repair the roads this year as per option one.

- Due to home construction expected on the middle side street, we will just do the patching of broken asphalt, which includes the French drain process, until the excavation and heavy hauling is completed on new home, and framing is completed.
- The seam sealing and AP4 surface applied to all the private roads will be done after the excavation and heavy hauling is complete. When that work is done, all traffic will be blocked for one day on all private roads.

Election of two Directors for the HOA Board of Directors:

- Jan Woods and Gil Ogle received the most votes and have accepted the two-year term Director positions on the Board. Thanks to you both!

Rules and Regulations:

- It was motioned, voted on, and affirmed that the HOA will postpone **indefinitely** the vote on the neighborhood Rules and Regulations changes.
 - The Fire Marshall said that their rule for one side parking is allowed for roads 26' wide. Ours are 26' wide from gutter to gutter, so they qualify for parking one side.
- It was motioned, voted on, and affirmed that a research committee will discuss the best parking options and report to the board. A target date of end of second quarter was set. Anita to head the process. Interested parties are to contact Anita.
- Jan Woods will be the HOA Board Liaison to the Rules and Regulations research Committee.

Increase in Annual Assessment:

- The monthly assessment increase was approved with a simple majority vote. For Improved lots, the fee was increased from **\$150 to \$175**. For Vacant Lots, the fee was increased from **\$50 to \$65**.
- These changes are effective with the fee due June 1, 2019. Chip will send out email notice to contact list. Vicki will send our revised statements to all. **Please increase your auto-pay amounts accordingly. Much appreciated.**
- Monthly increase going into Reserve will be \$840. New monthly total into Reserve is $\$500 + \$840 = \$1340$, with the objective of increasing funds accumulated to be used for road repair. If other needs arise that impact this allocation, they are to be discussed at an Annual or Special meeting of Owners.

Mulch: Owners will be providing their own mulch this year. HOA will not be purchasing and distributing.

DRB Guidelines revision

- There was a motion to amend the DRB document to match the bolded section in the agenda, amended to call for a *majority* versus *unanimous* vote. It reads:
 - **Our DRB Guidelines document requires a \$5k security deposit.**
 - **Our DRB Guidelines allow an increase to this amount if the DRB identify an issue.**
 - **The Board will require the following concerning increase to the deposit:**
 - **The increase cannot exceed \$10,000 in total deposits.**
 - **The increase must be approved by a simple *Majority of DRB and HOA Board members.***
 - **Written notice to be given to the land owner with an explanation of the issue.**
- A motion was made that the security deposit be fixed at \$5,000. There was no second.
- A motion was made to create a committee to review the DRB documents with a 3 month deadline (July). The vote failed in favor of adopting the bolded language above.
- A motion to not allow a Director to also be on the DRB did not receive a second.
- Nanci Stacey is DRB coordinator. DRB Committee positions are selected by the Directors for a one-year term, as with all Committees and Officer positions. Please contact her if you would like to volunteer to be selected for the DRB. Anita Leone and Heidi Christiansen volunteered. (Please see Minutes from Board of Directors meeting at the end of these minutes).
- Chip will update DRB Guidelines document to reflect the above Security Deposit language and distribute to all owners by June 1, 2019. Chip will also be the HOA Board liaison to DRB.

Communication needs to improve. We should be notified if there are positions open to serve our community. Owners should let acting neighborly govern their behavior.

Landscape and Grounds Maintenance Committee:

- Alan Elliott to coordinate this committee – *please contact Alan to volunteer*
- Issues to be tackled by this team
 - Review our current service providers for yard care, shrub pruning, tree care, mulch bed weeding and cleaning, and snow management
 - Identify and interview alternative service providers,

- propose suggested changes to Board of Directors
- appoint owner (s) to interface and coordinate desired services, establishing standards and expectations, supervising performance.
- Gil will perform liaison role to Board of Directors
- **On May 19, 2019 Alan Elliott provided the following corrections to the minutes regarding the scope of the “Landscape Committee”.**
 - ***“If Gil, as the board liaison, has not already done so, I want to make certain a couple of items from the attached minutes are corrected. I offered to head up an ad hoc committee to review and make recommendations to the board in connection with the landscape. There was no discussion about “snow management” and several other items noted in the minutes. This was evident at the first meeting of the committee as we discussed what we saw as the committee’s mission which was the possibility of prioritizing owner and HOA responsibilities, given the constraints of working within the board-established and recommended budget guidelines.***
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 - ***There was no discussion about what is referenced in the minutes as it pertains to snow management, identifying and interviewing alternative service providers, (Gil did bring up the need for a RFQ, if a change is contemplated.), appointing owner(s) to interface and coordinated desired services, establishing standards and expectations, (and) supervising performance.***
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 - ***As soon as possible I will circulate a few bullet items, as they were discussed, for the committee member’s review. I would anticipate there will be another meeting, after the committees input, to begin to develop a more formalized recommendation for landscape priorities for the HOA.***
- Thanks Alan for the mission clarification

Meeting adjourned approximately 10:00 PM.

New Board meeting convened by Chip at 10:00 PM, with Gil, Jan, Tom present. The Directors voted the following Board Officers for a one-year term:

- President – Chip Ulrich
- Vice President – Gil Ogle
- Director – Jan Woods
- Treasurer – Vicki Bennion
- Secretary – Tom Sorensen

Gil suggested aligning each Director with a committee.

- Gil was assigned to the Landscape committee to be coordinated by Alan Elliott
- Jan was assigned to the Rules and Regulations document committee to be coordinated by Anita
- Chip was assigned to the DRB Guidelines committee coordinated by Nanci
 - The Board selects the following Owners for the DRB Guidelines Committee. These are selected from previous members, and Anita and Heidi, who volunteered informally at the annual meeting. If you wish to either be added or removed, please contact Nanci Stacey.
 - Nanci Stacey – coordinator
 - Tom Sorensen
 - Dorothy Elliott
 - Susan Blenner
 - Anita Leone
 - Heidi Christiansen