

ASPEN COVE HOA FOLLOW UP MEETING AGENDA TO THE JUNE 24 MEETING
 JULY 20, 2017
 HELD AT THE UTAH VALLEY HOME BUILDERS ASSOCIATION OFFICE
 1443 WEST 800 NORTH OREM UTAH
 7:00 PM

1	Welcome Meeting began at 7:03 pm	Mark Page
2	Introductions: Each person in attendance introduced themselves.	Mark Page
3	HOA Secretary: Please sign in and updated your personal contact information for the Association.	Bonnie Seastrand
4	<p>Water:</p> <p>Our wells are producing adequate water, the pumps are working, and we have excellent water. The electronics associated with the water system are also performing as designed. We have had some failed water samples over the years but all have been due to sampling errors.</p> <p>For several years prior to mid-year 2016, the bacteria water samples were only required quarterly. Members of the Association were collecting these water samples. Following this time period, the State began requiring monthly samples. This is when Erkkila's began performing some of their duties as our water manager. They also collect the nitrate and sulfate samples at their appointed intervals.</p> <p>Erkkila's also regularly checked the pump house equipment, including the well flow meter, pressure gauges, and other electronics that monitor the water system including the volume of water in our storage tank. This last year a leak of 12 gpm was finally identified after much looking. It was a break in a fitting on the main water line going to a cabin. We experience higher water usage when a few residents turn on their drip systems for the summer. If you have one, please monitor it very closely. Several years ago, a drip system broke at the hydrant. By the time it was located it had drained several thousand gallons of water from storage not to mention the pumps running continuously to try to maintain the desired water level in the storage tank and the additional power used to operate the pumps.</p> <p>Erkkila's also check the booster pumps on the culinary water system, and the fire pumps systems that feed the fire hydrants. There is a total of 17 fire hydrants in Aspen Cove. Annually, they inspect each hydrant to determine if it is working properly. This year, two of the hydrants would not close when they were being tested. Each one needs to be oiled regularly to help keep them in working order.</p> <p>We have been told that if our storage tank was full, and a fire truck was connected to our system to fight a fire, the water would be totally used in less than 5 minutes. The best use of our water may be to try to protect adjacent property from the fire.</p> <p>Question: Is the water management position on the budget under the property management or water system? For 2017, no money will be expended for a property manager. The water manager position will be</p>	Mark Page

	<p>budgeted funds that may have been allocated to the property manager in the past.</p> <p>Why does water smell like Sulphur? Possible heating and cooling.</p> <p>As additional cabins are built it may become necessary to increase the volume of stored water to meet the demands of Aspen Cove.</p>	
5	<p>Roads & Gates:</p> <p>Roads and water are prime assets, roads were coated with mag chloride, 13000 tons, important activity that is costly \$10,000.00. Dust Busters did the work. This application is very expensive. 3 loads were delivered.</p> <p>Paving our roads would be almost prohibitive.</p> <p>Speed contributes to the wash boarding and damage to roads.</p> <p>Cooperation is necessary during this time, there was a request to pay for someone's hotel room while this was going on. Maintain road between coating, wash boarding, speeding, NO donuts.</p> <p>Questions: state park part of road was coated, it does not belong to us.</p> <p>Wilson's and Statton's road was not done, scout facility in the past has offered to help pay for that part of the road. Scout facility will be contacted by Dan for compensation for that part of the road. Treat heaviest use of the road one year and then go to the other sections, rotations, staying with the current budget. Main route is done annually, West side and cul-de-sacs opposite years. Staying in the current budget for where the roads were being treated!</p>	Dan Allen
6	<p>Member Services/Common Area:</p> <p>Newsletter ever couple of months, Facebook send request to board member, Trying to figure out where to have/develop other common areas, Bob and I are trying to start new areas. Gates were damaged, cement coating came up due to missing caps, fire on basketball court, picnic tables are old and brittle, coating on the courts are coming up. Comments would be good for more common area, take care of your garbage at the common area. Christmas Trees were dropped off.</p> <p>Where is there land available for new common areas? Map will be sent out. Frisbee golf, horse shoe area. Frisbee golf has been talked about in the past but not enough money in the budget.</p>	Jared Edwards
7	<p>Member Services/Security:</p> <p>Power strike at front gate, reentered all codes, new code, gate taken off, theft, if you need a new gate code contact Bob Conner, change codes in Feb and Aug (3948 new code for contractor and exit code for front and back before August 1) trespassing, back gate wide open, camera at front gate, plowing thru gate no stopping, recording at front gate, gate at the common area attached to the front camera. Power surges possible, can check camera from website, Erkkilas have Facebook page, Remotes...yes they will work on the gate.</p>	Bob Conner
8	<p>Weeds:</p> <p>With the last 2 rain storms, there are lots of weeds, good push early in the year to get rid of them, keep up the great work.</p>	Doug Cloward

	<p>***Send out e mail for fines for weeds on August 6***</p> <p>Infestation on property check to see if there are weeds on your property. Allred lot, Dave Cloward (passed away this year) these will need help to get rid of weeds.</p> <p>Thistle, tiny blue flower with burrs comes up with hands, mountain money—yellow flower that is tall.</p>	
9	<p>Architectural Committee:</p> <p>Steve Caldwell and Larry Prettyman are on the committee. New construction - Webster's putting in a garage. They indicated at the meeting that it will be next year. Allen's had a rock landscaping project. Harding's submitted a plan to put in a roadway to their cabin site and run the power as well.</p>	Rick Seastrand
10	<p>Financial Report—Curtis is out of town</p> <p>Updated 7-10-2017 current financial statement.</p> <p>As of first of the year our Checking Account had \$3,740.00, and there was \$75,875.00 in our Money Market account making a total of \$78,875.00. The Association has tried to keep \$50,00.00 in the money market account. This is for unforeseen significant expenses that may arise that were not budgeted for. To my knowledge there have been any expenses that have been paid from this fund. We need to keep in mind that the buying power of this fund has been reduce over the years by inflation. It would be good to increase this fund in the future when funds become available.</p> <p>All of us need to recognize that our original well is still operating on the original pump. This cannot go on much longer. It will be expensive to remove and replace the pump and or when it fails.</p> <p>We have a collection agency standing by should we choose to use this route to collect outstanding dues on 5 or 6 lot owners who have not paid.</p> <p>We do not anticipate any late fines or impact fees this year. Last year there were 5 impact fees of \$1000.00/each. These fees helped keep the 2016 budget in good standing.</p> <p>We pay a monthly fee for the portable toilet at the common area from Memorial Day to Labor Day. Repairs have been made at the common area including fencing and gates. These repairs were made necessary due to vandalism.</p> <p>As was mentioned earlier, Erkkila's are performing the duties as our water manager. They are doing a great job.</p> <p>To date our snow removal budget is over budget \$3362.00. Another large item in the budget is treating most of the roads in Aspen Cove with magnesium chloride. This work was budgeted for \$10,000.00. When completed It was \$175.00 under budget. The road maintenance budget is \$6,000.00. To date we have used \$4922.00.</p> <p>Some fell that a senior state park pass would be less expensive and still provide Aspen Cove property owner's access. A comment was made that the State is considering making some significant changes to the Parks systems within the next 2 years. Stay tuned.</p>	Mark Page

	<p>Our front gate has been damaged many times over the years. Some of the repairs have been paid by driver's insurance companies others by the association if we do not find out who caused the damage.</p> <p>We pay an annual fee to maintain our water shares which give us the right to use the water provided by our deep wells. We are also working with the State Division of Drinking Water to update two of the mandated water monitoring programs. These include our water sampling plan, our water source protection plan. Another plan is now required concerning cross connections to our water system. Back flow prevention equipment should be installed to protect our clean water system from possible sources of contamination.</p> <p>Some serious concerns were expressed about the current budget. Claims were made that line items have been added and budget amounts change from one budget report to the next. It was stated that when an annual budget is approved, for Aspen Cove that takes place at the January members meeting, all lines items needed for the budget must be included and the budgeted amounts must not be changed. Specific items mentioned included the water system, printing, annual meeting member service, office supplies, todays budgeted security, gate, etc. It was suggested that a contingency line item be included in the budget to identify expenditures for which no line item had been anticipated. It was noted that an audit, performed by a CPA, had just been complete and no major issues were noted. Most of the questions raised by the members about the budget could not be resolved at the meeting. Curtis Steele, Board Treasurer was not able to attend the meeting. He will be consulted and answers will be provided at a later date. As far as the current board, we have not changed anything on the budget.</p> <p>There was a lengthy discussion on the budget reports. Specifically, the budget received at the January meeting, and the summary reports for the June and the one handed out at this meeting. Again, the Board will review our budget and try to answer the concerns that were raised.</p> <p>It was the opinion of a majority of the members present that all of the expenditures had been accounted for and no miss-use of funds were suspected. This being said the meeting continued.</p>	
11	<p>PRIMARY PURPOSE OF THIS MEETING IS TO VOTE ON THE MOTIONS PASSED AT THE JUNE 24TH MEETING CONCERNING THE INCREASE OF THE ANNUAL DUES AND A ONE TIME SPECIAL ASSESSMENT SNOW REMOVAL IN 2017</p>	Mark Page
12	<p>Motion was made to take the votes by Kathy Fairbanks and seconded by Andreah Brady. A majority voted in favor of the motion.</p> <p>Vote for Increase of Annual Dues. \$70.00 increase in dues. Total dues beginning in January 2018, will be \$555.00, which includes the mandatory \$75.00 State Park pass.</p> <p>Voting ballots handed out:</p> <p>Vote for the Special Assessment for Snow Removal: one-time special assessment of \$96.00 per lot. This assessment will only be used for snow removal!</p> <p>Voting ballots handed out:</p>	Mark Page

13	<p>Voting Results:</p> <p>A. Increase in Annual Dues: FOR: 38 AGAINST: 17</p> <p>B. Special Assessment for Snow Removal: FOR: 39 AGAINST: 16</p>	Mark Page and Bonnie Seastrand
14	<p>Other business: Add 2 additional barriers down the hill to enhance our safety. This is our first concern. Please no trailers up or down the dugway after November 1st.</p>	Mark Page
	Meeting adjourned: 9:35 pm	
	Minutes edited by: Bonnie Seastrand 9/17/2017	
	<p>Minutes edited by: Mark Page—MP 10/16/17 Daniel Allen- DA 9/18/17 Jared Edwards-JE 10/16/17 Bob Conner- BC: 9/17/17 Curtis Steele-CS 10/16/17 Doug Cloward- Rick Seastrand-RS 9/17/2017</p>	
	Minutes approved by board:	

Aspen Cove Weed Control Report ... Round 1 – July 22nd

Dear Aspen Cove Lot and Cabin Owners,

We have conducted our mid-July Noxious Weed Inspections on all lots in the development. Thank you to all of you who have and are staying on top of the problem on your lots. The significant effort of the Board last seem paid off in a significant reduction in the early weed issues observed.

Please check the following list of lots with weed issues that are observable from the main roadways. The three main weeds that we looked for are #1 – Thistle, #2 – Hounds Tongue and the Blue Burr weeds. If the problem is relatively minor at present the rate was “1”, if it is more concerning the rate was “2”. There were only a couple of lots where the issue is currently at “3”.

If the lot had any infestations along the roadway or into the lot of any or a combination of these weeds they are listed for your information to visit your lots and take care of them before they become any worse. Typically the end of June and mid-July inspections show significant increases in the infestations – particularly of those lots that did not take care of the early issues in June. Weed fines will be issued August 15th.

If you are not able to come to your property to remove the weeds by that date there is a service that will spray and or dig the weeds within sight of the road for \$50 for a “1” lot, \$100 for a “2” lot. For a #3 lot call for pricing.

If you want to take advantage of that service please contact Bonnie Seastrand, Aspen Cove Board Secretary at seastrandrandb@hotmail.com > 801 966-9664 to make arrangements for the service and payment. For scheduling purposes please contact me by August 1st.

Lot	Weeds	Action	Lot	Weeds	Action
3	1		4	2	
5	1		6	1	
7	2		8	2	
9	1		10	Common	
11	1		12	1	
13	1		15	1	
16	2		18	1	
21	1		22	1	
25	1		26	1	
29	1		31	1	
32	1		33	1	
34	3*		35	2	
36	1		37	1	
43	1		44	1	
46	1		49	1	
56	1		59	1	
60	1		63	1	
65	1		66	2	
68	1		77	2	
76	1		80	1	
81	1		89	1	

90	1
94	1
106	1
108	2
115	1
121	1
124	1
126	1
132	2
137	1
140	2

91	1
98	1
107	1
114	1
117	1
122	1
125	1
131	1
136	1
138	2

	12/31/12	12/31/13	12/31/14	12/31/15	12/31/16	12/31/16	7/20/17
Cash Balances							
Checking - Zions	1,738	14,431	121	517	3,740		\$ 6,428.89
Zions Money Market	52,047	60,367	55,902	75,039	75,135		\$ 70,174.25
Total Cash	53,785	74,798	56,023	75,556	78,875		\$ 76,603.14

	Actual	Actual	Actual	Actual	Budget	Actual	Actual
	2012	2013	2014	2015	2016	2017	2017
Revenues							
Dues	60,571	61,083	59,680	60,371	59,620	60,395	\$ 57,785.00
Weed Control/Fires							
Late Fees						150	
Interest Income						97	175
Road Impact Fees						5,000	1,000
					67,842	61,325	\$ 57,785.00

	Actual	Actual	Actual	Actual	Budget	Actual	Actual
	2012	2013	2014	2015	2016	2017	2017
Expenses							
Corporate Dues	50	0	0	0	0	105	100 \$ 10.00
Bank Service Charges	84	69	56	28	50	82	100 \$ 62.00
Liability Insurance	625	625	625	625	650	625	650 \$ 625.00
Postage	199	139	199	39	100	686	150 \$ 19.60
Accounting		150	299	151	300	583	500
Property Management		3,972	5,958	3,194	4,200	2,100	0
Water Management							6,000 \$ 2,100.00
Property Mgr.(fuel)	100	243	267	0	0	0	0
Recreation Expense		893	529	750	500	1,118	0
Water System	4,157	13,025	2,319	3,055	3,000	4,879	5,000 \$ 3,187.00
Security							\$ -
MISC.	879	0	0	0	250	79	150
Printing	66	40	44	44	100	464	250
Legal Services	2,300	1,194	3,549	230	500	0	500
Dust Control	6,143	8,447	0	9,120	9,000	9,523	10,000 \$ 9,824.47
Snow Removal	6,901	9,765	14,128	4,767	13,000	17,355	18,000 \$ 21,442.00
Entrance Gates	2,475	698	6,587	362	1,500	2,615	1,500
Road Maintenance	6,514	8,179	12,159	3,137	7,825	4,982	6,000 \$ 4,299.40
State Park Passes	9,225	9,300	9,300	9,300	9,300	9,375	9,375 \$ 9,375.00
Annual Mtg/Mbr Service		696		26	100	0	1,000
Office Supplies	39	1,882	30	0	0	0	250 \$ 114.63
Income Tax	14	0	0	0	0	0	0
Property Tax	1,723	1,262	74	0	0	0	0
Power	4,360	3,800	5,007	5,253	5,500	5,407	6,000 \$ 2,067.25
Gate Telephone/Internet	250	220	272	304	320	492	1,100 \$ 451.10
Water Shares	944	974	1,138	685	1,100	1,158	1,200 \$ 566.70
Water Test	258	176	710	536	300	1,225	200 \$ 900.00
Weed Control						2,109	250
Total Expenses	47,307	65,014	69,941	41,605	57,595	64,962	68,275 \$ 55,044.15
Net Income (loss)	13,264	(3,930)	(4,261)	18,766	2,025	2,880	(6,950) \$ 2,740.85

Only 1 Cabin projected
 Note it was these fees
 that kept us out of red in '16
 Audit/Review
 Moved to Water Mngmnt
 \$500 p/mth Erkkila Fees
 repair \$5000 taken from General Act
 Fire Hydrants
 Would like to see development
 budget for improvements
 Cameras \$8,500-\$10,000
 \$500 p/mth Property Mngr
 Likely assessment coming for
 2017 -\$50-\$200 p/lot
 3-year average
 125 lots *\$75
 Changes likely here soon +/-?

125 lots
 pass through to contractor
 Potential
 \$50 per lot add to bas-\$6250
 plus 5% cost increase per year
 beginning 2017=1.25@ @535 =-\$66,875

Projection assumptions
 125 lots
 pass through to contractor
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Subject to \$50 '17 Increase
 and Assessment for snow

1-Cash is abnormally high due to early payment of dues for 2014 of \$9,490 & due to \$15K collection of delinquent dues in 2013
 2-Large water pump for well failed so was replaced at a cost of about \$8,500 as well as a broken/frozen pipe was replaced.
 3-Board decided to treat the entire association's roads, previously only portions were treated and alternated
 4-New PC laptops were purchased for the treasurer and the secretary at about half of the price budgeted.