

Aspen Cove at Scofield HOA Board Meeting

Friday, November 19, 2021 6: 30 p.m. Allen Rowe Cabin

corrected 1/17/2021

	Welcome	
	Roll Call: Dan Allen, Curtis Steele, Allen Rowe, Bob Conner, Scott Jarrett, Bonnie Seastrand, Jared Edwards, Scott Harding, Bob Dal Ponte,	
	<p>Secretary: Approval of the September and October board meeting minutes</p> <p>September 2021 Board meeting minutes- motion by Allen Rowe, 2nd by Jared Edwards, all were in favor to approve the September 2021 minutes. October 2021 Board meeting minutes-motion by Allen Rowe, 2nd by Jared Edwards, all were in favor to approve the October 2021 minutes.</p>	Bonnie
	<p>Treasurer Report: Checking account \$34,472.10 Reserve Account \$39,067.04 Total \$73,539.14 Motion to approve the financial report by Bob Conner, 2nd by Bob Dal Ponte, all were in favor to approve. Income is on the positive so far, road maintenance is over budget due.</p> <p>Bills to approve to be paid- Aqua Falls Landscaping \$250.00-front entrance irrigation system Carbon County Treasurer \$189.48-property tax 2A-0054-0000 Carbon County Treasurer \$57.06-proberty tax 2A-0055-0000 Southeastern Utah Health Dept. \$15.00-water test Waste & Water Logistic inv. 122633 \$70.00-toilet service MK Erkkila in., 5385 \$337.50-water system maintenance MK Erkkila inv. 5382 \$780.00-road maintenance Total invoices: \$1449.04</p> <p>Motion to approve the bills by Scott Jarrett, 2nd by Allen Rowe, all were in favor to approve to pay these bills.</p>	Curtis
	<p>Water: There has been a surge protector added to the tower to the water system. There has been a new system installed, and a second one purchased in case this happens again. The main board has been repaired at the cost of \$1200.00. Bob talked with Christian, to see if they could find a fix, but right now they are not sure what to do about what is causing the system to fail. Key engineering is also involved with the system. Right now, it is working just fine. We are not sure if the lightening is the problem, a meeting is suggested to talk about what can be done. Invoice # 5385 from the Erkkila's was for the manual operation of the water system, while things were being repaired. We have not been invoiced for the repairs of the water system. The water system has been fixed and is operating correctly. The question has been asked, is there anything we can do to prevent</p>	Bob D. & Dan

	<p>this from happening again?</p> <p>One of the water wells is out by the road, and the water pipe that leads to the pump house runs right across Frandsen's property. And there has never been any legal work done to give us an easement that would give us the right to make any repairs. So, Mark Page, has been working for several months and it has just come to pass in the last month, that Jones and DeMille have done the survey and the legal description work and are just about there to obtain a 20 ft. easement through Frandsen's property. Frandsen has been in favor of this for a long time, it is nearly completed with a cost of about \$1200.00.</p>		
	<p>Security: Security issues-The camera guy has been going to get to Aspen Cove for weeks and weeks, he finally got there and reported that there has been an issue with the cameras at the common area shed, sent someone to look at the pole but it was too tall for him with the ladder that he had, he noticed that someone had unplugged to equipment and the internet at the shed. (Whoever is unplugging the system has to be getting into the shed to do that, there is a plug on the outside, not sure why this is happening) He plugged it back in, but it is still off line. He was supposed to go back the next week. Bob will be in contact with the camera guy.</p>		Bob C
	<p>Architectural Committee: Bob Ballantyne said that he cannot continue to be on the architectural committee. Lot/building updates-The lot 13 cabin have been building a horse corral. There were no plans submitted for approval when they started the project. Dan received a text from Bob B with some information on what they are doing. In the original plans, there was indication of planting some trees, there will be a 5 ft fence and a smaller fence that is wooden. Dan will tell them that this has been approved.</p>		Dan
	<p>Tax Committee: Updates on the taxes- Bob Ballantyne will continue to work on this project. There is no information as of today.</p>		Dan
	<p>Common area: Is there any information on the tennis court? Jared says that there has been no information, contact with anyone. It was suggested to fold the tables down at the common area.</p> <p>Back gates- Trespassing by owners and contractors west of the gate- Jared Brown, who owns the mountain to the west, has surveyed south and west of the back gate area and there are 3 new construction areas open. There seems to be a lot of pass-through traffic, there was a big truck, delivering trusses went through to the back gate but he did not have the code. With all the new construction going on, they want to use Aspen Coves code to get through to the back gate. Bob Conner will check with Door King to see if we can get a code that is being used. How do we prevent the codes from being passed around?</p>		Jared/ Scott J.

	<p>It was suggested that clicker used for all lot owners. Suggested to change the lot owner codes, talk about a key box, suggested to change the contractor code quarterly. Dan would like to have this added to the schedule for the annual meeting.</p> <p>There was a discussion on what type/size of gate to use, it is undetermined at this time. It was said that some of the solar generation for the gates is not strong enough. It was suggested to get a gate like the front gate for the back gate.</p> <p>There have been a lot of trespassing in the community. Allen Rowe has several people on camera that he does not know and that they are trespassing.</p>	
	<p>New Business:</p> <p>2022 budget general fund- Dan--there was a handout passed around regarding the 2022 budget for the upcoming meeting. Some of the items will be lower than previous years. There was a discussion regarding each line item.</p> <p>Mark N. is still wanting the water shares back. Nothing can be done unless there is written documentation stating a change to the water share requirement.</p> <p>Suggested to make a 2nd contribution to the reserve account. Proposed to make a deposit if \$8838.00 to the reserve account to get over \$50,000.00. It was suggested to not do a contribution to the reserve account, but to add this as a line item in the proposed budget, it was suggested to put \$10,000.00 for a back gate. This will be funded immediatly.</p> <p>A motion to the proposed budget by Allen Rowe, 2nd by Jared Edwards, all were in favor to approve the proposed budget as talked about.</p> <p>See the attached proposed budget.</p> <p>Board assignments-</p> <p>2022, nominating committee-Scott Harding</p> <p>Proposed to become more formal in this area. Dan read from the bylaws...Before November 30th of each year the board of directors shall designate a nominating committee with such number of members as the board deems appropriate, the nominating committee may, but need not consist solely of directors and shall not have or exercise any of the power of the board. The nominating committee shall solicit and accept nominations from members and any member may propose nominees to the nominating committee.</p> <p>Scott Harding and Allen Rowe will work on this committee to recruit others to help.</p> <p>Bob Fairbanks, Steve Caldwell and Heath Pulman are on the architectural committee.</p> <p>We need a person to be in charge of the... Weeds Architectural Committee</p> <p>Wavecrest... Jared and Allen will be meeting with them sometime in the next</p>	

	week or 2 regarding Jared and Allen's property. Does Aspen Cove have any concerns regarding the 40 acres?	
	Next meeting: January 21, 2022-Bob Conner cabin 6:30 pm Annual Member meeting- January 27, Utah County Home Builders Association building	
	Meeting Adjourned: 8:38 p.m.	

at Meeting

Checking Account Balance \$ 34,472.10
 Reserve Account Balance \$ 39,067.04

Nov-21

	Average 2012-19	2019 Actual	2020 Actual	2020 Budget	2021 Budget	2021 Actual
Revenue						
HOA Dues					\$ 73,660	\$ 71,273.00
Collections-Past Due Accounts					\$ 3,000	\$ 5,624.00
Leasing Water Shares					\$ 2,500	\$ 2,554.50
Other-Impact Fees, Interest					\$ 4,000	\$ 9,500.00
Total Revenue	\$ 67,064	\$ 93,735	\$ 65,765	\$ 72,065	\$ 83,160	\$ 88,951.50
Expenses						
WATER SYSTEM						
Water System Management	\$ 2,420	\$ 6,920	\$ 7,119	\$ 6,780	\$ 7,000	\$ 5,365.00
Water Shares	\$ 1,000	\$ 1,332	\$ 1,097	\$ 1,350	\$ 1,250	\$ 1,286.26
Water System Maintenance	\$ 5,908	\$ 24,775	\$ 745	\$ 4,000	\$ 1,500	\$ 2,375.00
Power	\$ 4,726	\$ 5,952	\$ 4,144	\$ 4,500	\$ 4,500	\$ 4,269.80
	\$ 14,054	\$ 38,978	\$ 13,105	\$ 16,630	\$ 14,250	\$ 13,296.06
ROADS						
Dust Control	\$ 7,302	\$ 10,702	\$ 10,643	\$ 10,500	\$ 10,750	\$ 10,617.22
Road Maintenance	\$ 7,276	\$ 3,620	\$ 5,904	\$ 6,500	\$ 6,500	\$ 14,208.05
Snow Removal	\$ 15,150	\$ 47,831	\$ 21,447	\$ 20,000	\$ 21,000	\$ 8,688.00
	\$ 29,728	\$ 62,152	\$ 37,993	\$ 37,000	\$ 38,250	\$ 33,513.27
MEMBER SERVICES						
State Park Passes	\$ 9,339	\$ 9,375	\$ 9,375	\$ 9,450	\$ 12,700	\$ 9,500.00
Common Area Maintenance	\$ 1,256	\$ 1,150	\$ 1,672	\$ 2,500	\$ 1,500	\$ 1,231.73
Annual Mtg/Mbr Service	\$ 130	\$ 30	\$ 20	\$ 100	\$ 100	
Website Management	\$ 35	\$ -	\$ 130	\$ 100	\$ 175	\$ 53.12
	\$ 10,758	\$ 10,555	\$ 11,197	\$ 12,150	\$ 14,475	\$ 10,784.85
GATES/SECURITY						
Gates - Maintenance	\$ 1,576	\$ 30	\$ 1,820	\$ 700	\$ 500	\$ 488.83
Gates - Comms & Controls	\$ 507	\$ 1,252	\$ 1,175	\$ 900	\$ 1,250	\$ 870.83
Security	\$ 405	\$ -	\$ -	\$ 1,500	\$ 1,500	
	\$ 2,488	\$ 1,282	\$ 2,995	\$ 3,100	\$ 3,250	\$ 1,359.66
ADMINISTRATIVE/GENERAL						
Corporate Dues	\$ 57	\$ -	\$ 334	\$ 325	\$ 350	\$ 10.00
Liability Insurance	\$ 668	\$ 830	\$ 845	\$ 850	\$ 850	\$ 980.00
Office Supplies	\$ 537	\$ 246	\$ 173	\$ 500	\$ 1,000	\$ 1,009.85
Postage	\$ 235	\$ 205	\$ 179	\$ 250	\$ 250	\$ 220.00
Property Tax	\$ 644	\$ 666	\$ 220	\$ 350	\$ 250	
	\$ 2,141	\$ 1,948	\$ 1,751	\$ 2,275	\$ 2,700	\$ 2,219.85
Total Expenses	\$ 59,169	\$ 114,915	\$ 67,041	\$ 71,155	\$ 72,925	\$ 61,174
Contribution to Reserve Fund					\$ 9,794	\$ 9,794
Net Income (loss)	\$ 7,895	\$ (21,180)	\$ (1,276)	\$ 910	\$ 441	\$ 17,984

BALANCE OUTSTANDING ON LOTS IN ASPEN COVE 4-14-21

	2019 Assessment	2019 Special Assessment	2020 Annual Assessment	2021 Annual Assessment	Late Fees	Weed Fines	
Baker, Jed	\$ 555.00						
Baxter, Brent		\$ 166.00					
Bearmson, Steven							
Colledge, Joe				\$ 580.00	\$ 50.00	382.00	-505
Derkatz Holdings							
Johnson, Michael				\$ 580.00	\$ 16.00		
Kehl, Mark				\$ 580.00	\$ 50.00		
Nanto, Joseph			\$ 75.00		\$ 50.00		
Nord, Darren							
Simonsen, Matthew & Malerie					\$ 100.00		-580
Swanson, Shane				\$ 580.00	\$ 50.00		
Webb, Nick & Mairiam							
	\$	\$	\$ 241.00	\$ 630.00	\$ 2,420.00	\$ 798.00	\$
	\$ 555.00						

Total
\$ 4,644.00

ASPEN COVE HOA RESERVE ANALYSIS - 2022
 UTAH CODE 57-8a-211 Reserve analysis -- Reserve fund. (Effective 5/8/2018)

(4) A reserve fund analysis shall include:

COMPONENT (4)(a) (Items having a useful life > 3 and < 30 years)	YEAR PLACED IN SERVICE	USEFUL LIFE (4)(b)		REPAIR/REPLACEMENT COST TOTAL	BEG RESERVE	CONTRIBUTION	PAST YEAR ACTIVITY		CURRENT YEAR CONTRIBUTION REQ'D
		ORIGINAL	REMAINING				EXPENDITURES	END RESERVE	
5 HP Well Pump*	1999	15	0	\$7,000	\$7,000	\$0		\$7,000	\$0
10 HP Well Pump	2013	15	6	\$6,782	\$1,696	\$727		\$2,422	\$727
Water System Controls	2020	10	9	\$6,152	(\$4,515)	\$1,067		(\$3,448)	\$1,067
Fire Pump	2019	15	13	\$7,867	\$1,049	\$487		\$1,536	\$487
Booster Pump #1	2019	15	13	\$4,269	\$569	\$264		\$833	\$264
Booster Pump #2	2019	15	13	\$4,268	\$569	\$264		\$833	\$264
Water Tank Repair	1999	30	7	\$40,000	\$7,431	\$4,071		\$11,502	\$4,071
Front Gate	2014	20	12	\$9,140	\$1,306	\$603		\$1,908	\$603
Front Entrance Landscaping	2020	10	9	\$10,000	(\$3,558)	\$1,356		(\$2,202)	\$1,356
Tennis Court Surface*	1999	10	0	\$11,500	\$11,500	\$0		\$11,500	\$0
Basketball Court Surface*	1999	10	0	\$6,000	\$6,000	\$0		\$6,000	\$0
General Contingency + Interest Income			0	\$10,000	\$10,021	\$0		\$10,021	\$0
TOTALS				\$122,978	\$39,067	\$8,838	\$0	\$47,905	\$8,838

* Dates and costs for these items are estimates. The others are supported by actual invoices.

Reserve Funding Plan (4)(e)

2020 - First year of reserve funding plan:

1. All items having a useful life of zero years will be funded into the reserve account immediately (per table above).
2. Items having a remaining useful life greater than zero will be funded per the calculation in the table for each item.
3. Funding will be drawn from existing cash on hand and will be placed in a new, separate reserve fund.

2021 and beyond:

1. Reserve analysis will be recalculated annually, adjusted for repairs and replacements, deposits, and updated information.
2. Contributions to the reserve fund will be a line item on the annual budget and presented at annual member meeting.
3. Funding will be drawn from existing cash on hand or a supplemental assessment as deemed necessary by the board.

2022
Budget

	Average 2012-20	2020 Actual	2021 Actual (Nov)	2021 Budget	2022 Budget
Revenue					
HOA Dues			\$ 71,273	\$ 73,660	\$ 68,000
Collections-Past Due Accounts			\$ 5,624	\$ 3,000	\$ 3,000
Leasing Water Shares			\$ 2,555	\$ 2,500	\$ -
Other-Impact Fees, Interest			\$ 9,500	\$ 4,000	\$ 4,000
Total Revenue	\$ 66,919	\$ 65,765	\$ 88,952	\$ 83,160	\$ 75,000
Expenses					
WATER SYSTEM					
Water System Management	\$ 2,942	\$ 7,119	\$ 5,365	\$ 7,000	\$ 6,800
Water Shares	\$ 1,011	\$ 1,097	\$ 1,286	\$ 1,250	\$ -
Water System Maintenance	\$ 5,334	\$ 745	\$ 2,375	\$ 1,500	\$ 1,500
Power	\$ 4,662	\$ 4,144	\$ 4,270	\$ 4,500	\$ 4,500
	\$ 13,949	\$ 13,105	\$ 13,296	\$ 14,250	\$ 12,800
ROADS					
Dust Control	\$ 7,673	\$ 10,643	\$ 10,617	\$ 10,750	\$ 10,750
Road Maintenance	\$ 7,123	\$ 5,904	\$ 14,208	\$ 6,500	\$ 7,000
Snow Removal	\$ 15,850	\$ 21,447	\$ 8,688	\$ 21,000	\$ 20,000
	\$ 30,646	\$ 37,993	\$ 33,513	\$ 38,250	\$ 37,750
MEMBER SERVICES					
State Park Passes	\$ 9,343	\$ 9,375	\$ 9,500	\$ 12,700	\$ 9,000
Common Area Maintenance	\$ 1,302	\$ 1,672	\$ 1,232	\$ 1,500	\$ 1,500
Annual Mtg/Mbr Service	\$ 117	\$ 20		\$ 100	\$ 100
Website Management	\$ 45	\$ 130	\$ 53	\$ 175	\$ 150
	\$ 10,807	\$ 11,197	\$ 10,785	\$ 14,475	\$ 10,750
GATES/SECURITY					
Gates - Maintenance	\$ 1,603	\$ 1,820	\$ 489	\$ 500	\$ 500
Gates - Comms & Controls	\$ 581	\$ 1,175	\$ 871	\$ 1,250	\$ 1,000
Security	\$ 360	\$ -		\$ 1,500	\$ 1,500
	\$ 2,544	\$ 2,995	\$ 1,360	\$ 3,250	\$ 3,000
ADMINISTRATIVE/GENERAL					
Corporate Dues	\$ 88	\$ 334	\$ 10	\$ 350	\$ 10
Liability Insurance	\$ 688	\$ 845	\$ 980	\$ 850	\$ 980
Office Supplies	\$ 497	\$ 173	\$ 1,010	\$ 1,000	\$ 200
Postage	\$ 229	\$ 179	\$ 220	\$ 250	\$ 250
Property Tax	\$ 597	\$ 220		\$ 250	\$ 250
	\$ 2,098	\$ 1,751	\$ 2,220	\$ 2,700	\$ 1,690
Total Expenses	\$ 60,044	\$ 67,041	\$ 61,174	\$ 72,925	\$ 65,990
Contribution to Reserve Fund			\$ 9,794	\$ 9,794	\$ 8,838
***Proposed 2nd Contribution			\$ 8,838		
Net Income (loss)	\$ 6,876	\$ (1,276)	\$ 9,146	\$ 441	\$ 172

ASPEN COVE HOA BOARD ASSIGNMENTS - 2022

OFFICERS

Dan Allen	President/Roads	Bill Pay, Board Meetings, Dust Control, Snow Removal
Bonnie Seastrand	Secretary	Minutes, Member Directory, Member Meetings
Curtis Steele	Treasurer	Financial Accounting, Billing of Members, Receipt of Fees

BOARD MEMBERS

Jared Edwards	Common Areas, Gates	Maintenance & Repairs
Bob Conner	Security/Information Technology	Cameras, Website, Database (Dropbox), Board Email Inquiries
Allen Rowe	Compliance	Communications with members on violations
Bob DalPonte	Water System	Maintenance of Water System
Scott Harding	Member Services	Newsletter, Notices, Nominating Committee
Scott Jarrett	Common Areas, Gates	Maintenance & Repairs
Bob Ballantyne	(leaving the board, will continue to monitor tax initiatives and report to the board)	
Needs:	Weeds, Architectural Committee, Additional Nominating Committee Members	
Candidates:	Travis & Christy Engar, Lee Edwards, Michael Thomas?, Others?	