

May 2018 Colonial Gardens Homeowners Association Owner's Meeting Minutes

5/26/2018 held at Golden Spike Realty Office at 4pm

Board Members in Attendance:
Aaron Eames and Linda Hurst
Kaitlyn Linford (HOA Management)

1. Kaitlyn welcomed all owners and introduced herself as the HOA Manager. It was established that we were 1 short of a quorum but that Kaitlyn would send out a notice to owners to see if one more person would vote on the Board seat to give the 14 needed to create a quorum. This will be reported at the next Board meeting in July.
2. Kaitlyn requested that everyone pass the directory around and make any changes to their contact information.
3. Financials: Kaitlyn went over the 2017 financials and explained that this was based off of information given by HOA of Utah and that next year the financial report will have more information. She then stated that at end of 2017 the checking account had \$13,177.27 and the Reserve account had \$23,573.51. She explained that the state requires 10% of yearly earnings be put into the Reserve account and that this is being done. She also explained that the Reserve account is there to help with any large exterior issues that have a life span of 3+ years. These items include roof replacement, repaving roads, major structural changes, etc. This does not include day to day maintenance. She also explained that the better this account looks the less likely Special Assessments happen and that it is one of her goals to get the Reserves where they need to be so that it is much less likely to have another Special Assessment. Kaitlyn then spoke about the 2018 Budget. She explained that the budget is based on previous year spending and then slightly increased to accommodate inflation. She also explained that this is the guideline for the Association spending but that if we are not using funds in an area and do not predict they will be needed in said area that they can be reallocated to other areas that funds are needed.
4. Voting ballots were handed out and everyone was instructed to Vote on the Board seat. There was only one person running and it was asked if anyone else would like to run. Everyone declined and it was unanimous by the 13 present that Linda Hurst would continue on the Board.

5. A Question was then asked as to why there was a change from HOA of Utah to Golden Spike Realty. Board Member, Aaron Eames took this question and explained that both himself and Allison Williams (previous Board president) were having difficulty with getting maintenance items completed, contacting the management team and making sure things were done overall. They did not feel that they did a bad job with the Associations money but that the communication had become very poor. Two other owners agreed that communication was poor with HOA of Utah. Aaron continued that they met with Kaitlyn from Golden Spike and after hearing what there company had to offer felt it was time for a change.
6. Another owner asked who should be contacted or how can Board members be contacted for maintenance issues. Kaitlyn explained that she was always available via email or phone and to please contact her and maintenance repairs would get completed. She also explained that Board Member, Sam Sessions lives on site in Unit M and could be reached if needed. Aaron, also stated that really the best thing was to contact Kaitlyn and that if it was a matter where a Board Member needed to be reached she would get them in contact with the owner. Aaron, also stated that Kaitlyn has been given authority by the Board to make all minor maintenance repairs without first getting Board approval up to the Contract price. Because of this she is the best person to contact with any problem. Kaitlyn also made it clear that any none related maintenance items were also to be sent to her as she is the one who issues the violations in accordance with the CC&Rs.
7. An owner stated that she felt some sort of video camera might be necessary by the trash cans as a lot of issues seem to happen there. She also asked if it was possible to move the trash cans to another location. Kaitlyn stated that we would have to see if it was possible to install a camera and would also need to determine who would be paying for the electricity if installed. Kaitlyn suggested that we possibly post signs to help with this issue. Kaitlyn also stated that she would contact ACE and see if there was another location where the garbage can could be stored.
8. Kaitlyn went on to stated that the Roof Special Assessment for the year has been billed and will continue to be billed through 2021 every June. She also stated that the vote came in for the Special Assessment of 18 in favor of Option 1. Kaitlyn stated that the Board reviewed 3 different roofing bids and that the first set of roofs to be replaced will take place June 25-July 9th and that the building to be replaced this year will be Units J-R as all the

roofers agreed this was the worse roof. An owner asked who we received Bids from and Kaitlyn stated that they were received from Stuart Roofing, Rainbow Roofing, & Spencer Construction, all of which are licensed and bonded and that the Board had voted to go with Rainbow Roofing. Kaitlyn also explained that if the job is not done well the Board also has the right to change to another roofer come the next year.

9. Kaitlyn stated that the Board had already discussed and voted on the following large maintenance items: Roof Replacement on Units J-R. Door Trim replacement on Units A-I, and looking at repairing door trims on other buildings in need.
10. Kaitlyn went over the HOA Insurance and let everyone know that they should have an HO-6 policy and that all owners are responsible for the HOA's deductible before the HOA's insurance gets involved. If an owner chooses not to be insured they are considered self insured and would be responsible for the HOAs deductible in a claim was made.
11. Kaitlyn then reported that things seem to be better in the Association with Violations but that biggest complaints are: smoking, noise, and dog mess. She stated that violations will continue to be sent as complaints are made but to be mindful of everyone else and follow the rules. She also stated that Owners renting there units should also make there tenants aware of the Rules so that everyone follows them. An owner asked if anyone else had any problems with theft, that the building across from hers had this issue a few months ago. No one else reported any other problems and Kaitlyn stated that she has not received any other reports of this being an issue since the beginning of the year, that it was possible as well that it wasn't anyone in the Association but rather people from the main road. Kaitlyn asked owners present if they felt that things were getting better with the noise and police problems. Owners present reported that things did seem to be better.
12. Kaitlyn asked if any owners had any maintenance requests: An owner reported that there was a box elder bug issue between building 3 & 4 and was possibly due to the tree. She likes the tree but hates the bugs and wonders if there is a treatment that will stop this or if we can remove the tree. Kaitlyn said she would look into it and the Board agreed. It was reported that the lamp post lights by building 4 are not working and need to be looked at. It was reported that building 3, specifically Unit S is having a raingutter issue and that it may even need to be replaced as a portion of

the gutter is bent. Kaitlyn took all requests down and stated she would look into them.

13. No one else had any further items to discuss and the meeting was adjourned at 5:55pm. The next owners meeting will take place in May 2019.