Sherwood Park Homeowners Association
Annual Owners Meeting Minutes

Date: Sept 12, 2024 Time: 6:00PM
Board Members In attendance: Kathy Richins, Jonah Heller, Colt Fowers, Kevin Clark, Jim Peer, Kathy Dobrowolski, Luana Brown & Kaitlyn Linford (HOA Mgmt)
Absent: None

- Meeting called to order by Board Members at the Southwest Branch-Weber County Library in Roy UT at 6:00pm.
- Board Member, Kathy Richins welcomed owners to the meeting. It was confirmed that all owners in attendance had signed in. With owners in attendance, proxy and those voting absentee the HOA reached a quorum of 61%. It was stated that due to Owners voting absentee, all voting matters would be announced in Newsletter. Board Members were introduced and thanked for their services. The HOA directory was passed around & Owners were asked to update any contact information needed.
- The 2023 Annual Meeting Minutes were presented to Owners by Board Member, Colt Fowers. A motion was made to read meeting minutes. Colt read meeting minutes. A Motion was made to accept meeting minutes, motion was seconded, all were in favor with no opposed. Owners were reminded that Meeting Minutes can be found online for a year at www.goldenspikerealty.com/sherwoodpark.
- New Owners were introduced by Board Member, Kathy Dobrowolski & asked to stand if present.
- Financials were reported by Management, Kaitlyn Linford. The Balance Sheet of Dec 31, 2023 was reviewed with Operating balance of $3730.53, Saving Reserve CDs were $50,341.13, $50,870.02, and Savings Reserve balance of $142,115.84. Combined Saving Reserve balance was $243,326.99. The 2023 Profit & Loss was reported. Owners were informed of the interest income the HOA is gaining from the CDs. It was reported that $57,208.33 was transferred from the Savings Reserve Account to Operating for Reserve Expenses. It was stated that the HOA ended the year over budget in the following expense categories: Pool Repairs, Professional Fees, Exterior Repairs, Roof Replacement, RV Maint, Gas Services, Sewer/Water and Trash. The HOA ended the year with a small negative balance of -$260.60. Owners were presented with the current Balance Sheet as of Aug 31, 2024 with Operating balance of $946.30, Savings Reserve CDs $52,111.21, $52,639.59 and Savings Reserve balance of $145,291.32 with a combined Savings Reserve balance of $250,042.12. The Board reviews when a CD is up for maturity and determines if the CD should be renewed and at what rate and term length. The Current 2024 Profit & Loss Report was presented. It was reported that the HOA has gained $3632.18 in interest income from CDs so far this year. $28,220 has been transferred so far from the Savings Reserve account for Reserve Expenses and it was reported that further funds are expected to be transferred by year end with the repairs the Board has approved to be completed. The HOA is currently over budget in the following expense categories: Pool Repairs, Professional Fees, Pest Control, Plumbing from a number of breaks the HOA has experienced this year, Electricity, Gas Services, Sewer/Water by a large amount again from the breaks in the Community and the amount of time it took to locate the breaks. This amount is most concerning, especially considering the HOA was over budget in the previous year in the Sewer/Water expense. Unfortunately, it is not known what the HOAs true water expense would have been, because of this the 2025 budget was calculated off of 2023 and what the expected normal increase would have been to the Sewer/Water expense for current year. The Reserve Study was presented to Owners and reported that as per the Study the HOA is recommended to be saving $8950-$10,100 to be 70%-100% funded for Reserve Expenses. The HOA is not currently savings this amount as it would require a large expense. The HOA is saving approx 50% funding and as stated in previous years this likely means that a Capital Assessment will be needed for the remainder of funds needed. The HOA still has many roofs and gutters that need to be replaced, Asphalt that needs to be replaced, areas where concrete needs to be replaced and more. While the HOA has been actively saving each month and Savings balance has greatly improved since 2020, as per the Study the HOA is still extremely below savings recommendation. The Projected Reserve Expenditures by Year was reviewed, providing Owners with expected cost of Repairs/Replacements for Reserve expenses. The reality of asphalt replacement

cost alone is estimated to be $370,040 in the year 2025. Unfortunately, even with all the saving in the past few years the HOA still has a large gap in Savings that needs to be corrected. It was reported that a Capital Assessment is likely to be voted on and begin in 2026. Financials continue to be reviewed by the Board and Mgmt to determine the amount and length of the Assessment. This will be determined based on Owners decision of 2025 dues. It was asked if there were already rough numbers. Management reported that there are currently rough numbers. This number is subject to change based on 2025 dues. The goal is to begin the Assessment in the next year or two and spread it out over the course of a couple of years. The overall amount would be the same but spreading it out over the course of an Annual payment would hopefully be more manageable for Owners. Currently the overall number is nearly $13,000 per Owner. It was reminded that this number is still in evaluation and is subject to change. 2025 Budget options were presented to Owners. Owners were reminded that the HOA had a large insurance premium increase due to the policy being deemed in a fire hazard zone. The HOA also with the increase were required to replace certain concrete areas and has been recommended to remove the wood shakes off of the 3 buildings on Lamplighter and change it to something that is less of a fire hazard. The insurance increase was double its normal amount and alone is causing the HOA to have insufficient income. Budget at $240/month was shown with increases to Insurance, Professional Fees, Property Mgmt, Pest Control, Reserve Savings, and Sewer/Water. If dues remain at $240 per month the HOA would not have sufficient funds for all expenses. $260/Month Budget was presented and stated all expenses were the same, save the HOA would have to reduce what they Save to accommodate the monthly fee. $268/Month Budget was presented, this budget allows the Savings expense to be increased back up to the same amount as the $240 Budget. Neither Savings meets the 70% plan as recommended by the Savings Reserve Study. $275/Month Budget was presented with all expenses remaining the same, however the HOA would have a large net positive that could be added to Savings Plan or allow for further Maintenance in the HOA. None of the budgets presented removes the possibility of the Capital Assessment, however they will help in reducing what that amount would be. An Owner asked if the HOA could look at metering each Unit for water vs one meter of the entire HOA. Mgmt looked into this during the inspections with the City to find the breaks. The cost however, would be very large and would also mean tearing up the HOA. Board Member, Kevin Clark assisted in explaining the process to run the lines to each Unit and install a meter. The exact cost is not known as the City stated they would provide if the HOA was more serious about it but it was not recommended as the City reported the cost is extremely high. Owners recommended that it be looked into zeroscaping more places in the Community and that perhaps a map of recommended areas be sent for Owners to review for input on bark or rock. Owners discussed options for the increase and upcoming Capital Assessment. After discussion Owners were asked to vote for one of the 3 budget: $260, $268, or $275 and turn in ballots.

- Insurance: Owners were provided with Insurance documents to provide to their homeowners insurance companies to make sure they are properly insured. It was explained that the HOAs deductible amount is $25,000 and that for qualified claims, owners insurance policies must cover up to the HOAs deductible plus all their personal belongings. Homeowners should make sure that they are properly insured through their private insurance companies. It was recommended that Owners send the letter and CC&Rs to insurance agents and they can make sure they are properly insured, this should be done each year to also accommodate any changes to value of property as well.
- No Board Members are up for election this year.
- Maintenance report was provided to owners for major and general repairs done in fall of 2023-2024 current date and proposed Maint for remainder of current year through summer of 2025. General repairs reported by Owners will also continue to be completed as funds permit with the Budget. Board Members and Owners were thanked for volunteer service for different items. Doing so helps save the HOA on labor expenses and are greatly appreciated, especially for the amount of time that Board Members contribute to these services.
- Rules & Regulations: Owners were provided a copy of the Rules & Regulations in their packets. Major issues were discussed and Rules reviewed for: Pets both for unpicked up pet waste and leash rules, Parking, Personal belongings both in common area and clutter build up. Owners were reminded to check

their security lights on their Unit and report any not working. They are import to be working to help keep the Community secure. Owners were also reminded to be checking sewer/plumbing lines and to please repair any leaks or broken lines as quickly as possible. Even a running toilet can increase the HOAs expense to Water by a large amount. Owners were provided the Owner Responsibility form. Owners were reminded of the Architectural process and Rules pertaining to changing anything to the Unit &/or lot portion of the Unit. Owners should send all architectural requests to Management and they will be reviewed by the Board and decision made. Owners were reminded that all meeting documents, including meeting minutes can be found on the HOA website. Website provided on the Agenda.

- Board votes: None as no Board Member was up on their term.
- Owners Discussion: An Owner asked if a map could be provided at the meetings so that they can relate to different areas being spoken about. This will be added to the meeting packet. An Owner asked if Connext was completed. Board Members reported that it was completed and that some in the Community had service. Those with service stated that so far they liked the service and that the price was very reasonable.
- A Motion was made from the floor to adjourn the meeting, motion was seconded and all were in favor with none opposed. Meeting Adjourned at 7:48pm.