

## Loma Vista HOA Board Meeting Notes October 29<sup>th</sup>, 2015 7PM

1. Roll call and welcome by President Gibby
2. **Approval of minutes from previous meeting:**
  - a. Mike Lowry (board member) made a motion to approve; Rich Western (Treasurer) seconded the motion. All Approved
3. **Financial-**
  - a. Meeting with Josh Yeates- Rich Western (Treasurer) met with Josh Yeates, previous Loma Vista HOA representative, about obtaining all financial documents and paper work in order for the new current board to run the HOA. Rich did receive some account information and will go through, updating the board as necessary.
  - b. Transfer on bank account(s)- The board will open a new bank account and Josh Yeates will transfer just under \$4000.00 to our account from the previous account held by Josh Yeates.
  - c. Designated Signatories- Rich Western (Treasurer) will check with Key Bank on opening an account. The \$4000.00 includes some members HOA dues from 2015. Rich Western (Treasurer) will set up QuickBooks online.
  - d. Location of financial records (physical and electronic)-
    - i. USB Drives- The board will purchase 2 USB drives to load and record documents on.
    - ii. Software- The board will purchase QuickBooks online. The cost will be about \$350.00 a year. The board will add this to the budget.
  - e. Set up a P.O. Box- Paul Rodgers will open up a P.O. Box and pay the estimated \$82.00 out of pocket until the board has established means of reimbursement available.
  - f. Software- The board will purchase QuickBooks online. The cost will be about \$350.00 a year. The board will add this to the budget.
  - g. Questar Funds status- The board did not receive any records from Josh Yeates. The board will request these documents for review from Josh Yeates.
4. **Common Areas-** Discussion on the common areas were as follows:
  - a) Transfer of utilities- The board will not transfer any utilities in to the HOA name until the board has completed its status change from LLC for profit to Non-Profit and the board has a P.O. Box established.
  - b) Authorities with respect to utilities- The board will wait until funds are available.
  - c) Landscape maintenance contract-
    - i. Mike Lowry (Board Member) contacted Powell Landscape in regards to the common areas. Powell charges \$85-90.00 a week (\$350-\$360 a month total) to mow, trim, fertilize, and fix occasional sprinklers. This does not include snow removal. Powell will charge \$30-35.00 and hour for snow removal, it is estimated that it will take 2 hours to remove snow from the common areas. The board will have to determine if and when snow removal is to take place if the board chooses to adopt the snow

removal in the future. The current timeline of maintenance for Powell Landscape is from spring to the first snow.

- ii. The Board may choose to get more bids for the common area maintenance.
- d) Fence repairs-
  - i. Josh Yeates stated to Rich Western (Treasurer) in a recent meeting that the north side of Droubay does not have water. Josh Yeates also stated that RBH Idaho was hired to put in the fence along the side of Droubay. RBH Idaho told Josh Yeates to sue them in regards of the fence being installed in the wrong location. Josh Yeates also stated that if the board wants RBH Idaho to remove and reposition the fence that the board will need to sue him (Josh Yeates) due to the fact that he was the one who hired RBH Idaho. Laura Burdine (Secretary) asked Rich Western (Treasurer) if he could get that statement in writing.
  - ii. There are possibly 108-110 slats around 9-10 panels needing to be repaired. David Gibby (President) called a fence company for a quote on fencing. The board will discuss the costly project at a later time.
- e) Subdivision street lights (work with Tooele City) - Mike Lowry (Board Member) will follow up with the city on the estimated time of street light repair.
- 5. **Set up not-for-profit Corporation**-The board will convert from and LLC to a nonprofit, there are filing fees associated with this change.
- 6. **Association Logistics**- The discussion of association logistics were as follows:
  - a) Utilizing and/ or obtaining an official HOA website. Rich Western (Treasurer) will reach out to [www.utahhoa.com](http://www.utahhoa.com) to discuss what the current costs are in using their site.
  - b) Notice of HOA meetings- The board will provide letters to members/ lot owners, post on Face book, and possibly email members about meeting dates, times and locations. Paul Rodgers (Vice President) will hand deliver all notification letters for our upcoming HOA meeting. Laura Burdine (Secretary) will call TATC to set up a meeting for December 3<sup>rd</sup>, 2015 at 7pm. David Gibby (President) will start an agenda to include the approval of the budget, HOA fees, and third amendment to the CCR'S. David Gibby will also create a paper ballot to be used during the meeting.
- 7. **Design Review**-
  - a. The board will use a check list to determine process of approval. David Gibby (President) will create a form to approve with conditions.
  - b. Brandon Murray home plan approval: The board agrees unanimously to approve the Brandon Murray home to be built on lot 67 with a conditional approval. The board will notify Brandon Murray.
  - c. Amount of Hardiplank siding allowed- The board discussed an allotment of 25% maximum of hardiplank to be used on the front location of the home only.
  - d. Require stucco, stone, or brick on three sides- The board agreed unanimously that the three remaining sides of the home other than the front of the home shall require stucco, brick or stone. No siding or Hardiplank is allowed. The board will include this in the amendment changes.

8. **Proposed amendments to the Declarations and bylaws-** David Gibby (President) will send out the proposed amendments for review.
9. **Schedule next board meeting-** The board will hold its next meeting on November 19<sup>th</sup> 2015, at 7pm. Location: President Gibby's residence.
10. **Other Business-** Insurance coverage on the common areas. Laura Burdine (Secretary) will call American Family Insurance for a quote. Rich Western (Treasurer) will contact Mr. Gubler (resident and member) to give us a quote. Mike Lowry presented a quote.
11. **Adjourn Meeting-** David Gibby (President) closed the meeting.