

North Bench Farms Homeowners' Association  
Board Meeting Minutes  
Tuesday, February 19, 2018 7PM  
Elk Meadows Assisted Living, Oakley, UT

- I. Call to Order
  1. President Jason Glidden called the meeting to order at 7:09 PM.
- II. Roll Call
  1. Present: Jason Glidden, President; Marlo Bennett, Treasurer; Jessica Sweeten, Secretary; Tim Ross, Board Member
  2. Excused: Brad Pyne, Vice-President
  3. A quorum is present for conducting official business.
- III. Approval of Previous Meeting Minutes
  1. Last meeting was November 20, 2017. No minutes present for review. Table until next meeting.
- IV. Financial Report
  1. Treasurer Marlo Bennett reports that three members are significantly in arrears and have not responded to repeated requests for payment or communication to mitigate past due fees.
  2. JG suggests sending notice of collections process forthcoming at 120 days past due, and 180 days past due incurs fine. JS suggests initiating formal/legal collections process at 9 months past due. All members present in agreement.
  3. MB will follow up with accountant Linda Hansen to determine what her current practice is in terms of initiating collections process, and with legal counsel to determine what the HOA's deadline is to collect and what the current policy is within the law firm.
- V. Celebration Loop/Saddle Drive Multi-property agreement
  1. JG and Brad Pyne will meet with the property owners involved on February 27 to attempt to finalize agreement.
  2. First priority for the meeting is to settle the agreement because the issue has been a long-running source of challenges on both sides, in spite of good faith efforts by homeowners and the HOA.
  3. TR inquired as to what liability the HOA has, and at what point liability in a case of errors in the development transfer from the developer to the Association.
  4. MOTION: TR moves to authorize Jason Glidden and Brad Byne to negotiate on behalf of the HOA Board and to negotiate a final settlement with the involved homeowners. Aye: MB, JG, TR, No: none, Abstain: JS
  5. The Board feels that the current offer is fair but negotiations may improve the arrangement. TR stresses that the NBF HOA must be flexible with timeframe for execution of contract. JS stresses that the NBF HOA must be flexible with the cost of purchased property, legal fees repayment, and feels that only those who will receive a net gain in property are responsible for payment of fees.
- VI. Property Management Proposal

1. Bid received by Bridge Street property management, based on the call for bids filed by JG.
2. JS states a concern that one of the major benefits of Association membership is the opportunity to add to community and property value with capital projects and expresses concern that hiring this management company will limit those. Feels that entertaining more bids for a more limited array of services would be wise. Additionally, JS stresses that having only one bid response is insufficient to determine the best and most cost-effective management of the HOA, though she supports bringing in administrative support in principle; requests more bids for comparison.
3. JG feels that the bid as written will alleviate pressure on the volunteer members of the Board and create continuity of the Board going forward. Stresses that the Board has no intention of seeking alternate accounting services, as the work Linda Hansen provides is of high quality and a great value.
4. MOTION: JG moves to invite Tim Jones of Bridge Street to attend the next Board meeting to answer questions and state plans for execution of responsibilities. Vote for approving contract will take place following that presentation. Aye: JG, TR, MB, No: JS, Abstain: None.
5. The bid will result in a monthly dues increase of \$8-10/household; this results in the HOA having management of administration and breaking even with incoming funds while maintaining the status quo of offered services.

VII. Architectural Control Committee Report

1. A homeowner contacted the HOA to request approval of a fence constructed in 2017, in order to allow Mountainlands to approve his request to document a capital improvement on his property.
2. The Board feels that the fact that the homeowner is seeking retroactive approval has the potential to create a precedent for homeowners to seek “forgiveness rather than permission” when making significant landscaping or architectural changes that the CC&Rs require prior approval for. However, the Board feels that the omission of completing the process was a good faith error, but that the ACC should review the application through the standard procedure without penalty to the homeowner, as a one-time special circumstance. Board stresses that this should not be perceived as a policy change by any homeowner, and that the homeowner must affirm his understanding, in writing, that any further architectural or landscaping changes must follow the standard ACC procedures.

VIII. Adjournment

1. MOTION: JS moves to adjourn at 8:36. TR seconds. Unanimous approval.
2. The next NBF HOA Board meeting will take place on Tuesday, March 13, at 7PM, at Elk Meadows Assisted Living.