



North Bench Farms HOA

***NORTH BENCH FARMS HOMEOWNERS ASSOCIATION
OAKLEY, UT 84055***

Board Meeting – Minutes

Tuesday, June 9, 2020

Call to order

The meeting was called to order at 6:05pm. In attendance was Tim Ross, Marlo Bennett, Gerilee Curtis, Caitlin Klus, BettyAnn Heck, and Rob Stowell. Also, in attendance was Tim Jones of Bridge Street Property Management (BSPM) and approximately 10 homeowners.

Approval of the board meeting minutes from last board meeting

A motion was made by BettyAnn to approve the minutes from the May 21, 2020 board meeting. Caitlin seconded the motion. With all in favor, the motion passed.

Owner comment period (Please limit to 2 minutes each)

No owner presented comments during the Owner Comment period.

Open Board position

A motion was made by Gerilee to elect Dave Hansen to the board to fill in the remainder of Linda Hudson's term. Marlo seconded the motion. Will all in favor, the motion passed.

Playground

Improvements to the playground and the parking area were reviewed. It was determined a ramp will not be needed for accessibility for an owner with special needs and that the existing mulch was sufficient. Multiple bids to add asphalt to the parking area were received by Caitlin. Contractors also recommended some type of concrete curbing to help protect the asphalt edges. As part of the process, some of the existing gravel would need to be removed and it was suggested to make it available to homeowners. With the timeline of the work, it may be necessary to move the gravel for temporary storage. Gerilee expressed concern over using existing operating funds for this project without it being specified in the budget.

A motion was made by BettyAnn to approve the asphalt work, approve the installation of a concrete curb contingent upon bids received, and to move the existing gravel to another common area location for temporary storage. The motion was seconded by Rob. Marlo

abstained from voting. Gerilee voted no. Tim, Catlin and Dave voted in favor. The motion passed.

Financial Review

Operating expenses remain consistent.

Tim Jones reviewed reserve funding laws in Utah and recommended the Association contribute regularly to the reserve fund. Funds taken out of the reserve fund should be for capital expenses and should not be used to pay for general operating expenses. Capital projects should be planned for the upcoming year as part of the budget process.

A motion was made to transfer the amount approved at a previous board meeting from the operating account to the new reserve account with Alliance Association Bank. Furthermore, the 10% of the total amount of dues collected will be transferred each quarter, starting at the end of July for the third quarter dues. The motion was seconded. With all in favor, the motion passed.

ACC Requests/Actions

The board discussed ways to speed up the ACC request process. Currently, ACC requests only get approved by the board at the board meetings. Caitlin suggested a Guidelines document be prepared that would help 'pre-approve' certain projects that do not need discussion. This would also be followed up with defined Procedure document that might include an application. Gerilee emphasized the need for an Appeals Committee to help work through differences between owners and the ACC or board.

A motion was made to form the ACC with board members Caitlin, Marlo and Rob. However, volunteers should be sought from homeowners, if possible. One board member should remain on the ACC. The motion was seconded. With all in favor, the motion passed.

Full property walkthrough

Marlo recommended a full property walkthrough to help with violation enforcement. Tim Ross and Dave Hansen agreed to complete a walkthrough in July and the board will have two members do a walkthrough each month.

Use of common areas

Owners were reminded not to store items in the common areas or use them as part of their Lot. Motorized vehicles will damage common area grasses, pose fire risks, and add liability to the Association and should not take place.

Addition of new parking areas in common areas was mentioned again. The Association will need to review restrictions from the city and from the CC&Rs before proceeding with this type of project.

Boundary line adjustments

Discussion took place about the inconsistency actual lot lines vs. implied lot lines. Existing plats and surveys may not always match where owners believe their lot lines are. Caitlin is investing this further and looking into Dave Hansen's requests.

Businesses run out of homes

A discussion took place about how to handle businesses that may be run out of homes at the Property. It was suggested that Oakley may have ordinances that could help define what types

of businesses would be acceptable. A decision was not reached by the board on how to handle this issue. Dave suggested the CC&R may not fit the needs of the community and suggested amnesty be granted for now while the board explores CC&R amendments to help clarify or re-write this and other sections of the CC&Rs that may be ambiguous.

New business

Newsletter: Gerilee suggested another newsletter to help keep the owners informed. Topics could include approval processes, common area usage, committee updates and more.

Signage: Tim Ross will work with Tim Jones to inventory existing signage and make recommendations on what is needed.

Trash can for the playground: The board will explore the installation of a trash can at the playground, but who would remove the garbage was in question.

Executive session (If needed to discuss specific owner issues or legal matters)

No executive session was called.

Next board meeting date

The next board meeting will be held July 7 at 6pm. The playground will be the venue, weather permitting.

The meeting was adjourned at 8:45pm

NOTE: These minutes will remain in draft form until approved at the next board meeting.