

Rollins Ranch HOA Board Meeting Minutes

Attendees

Board Members

Brandon Love Bill Chipp
Shiloh Johnson Craig Widmier
Armel Beardall

Utah Community Management

James Durrant

Date / Time

3.18.2014

6:00 PM

Location

Mnt. Green Fire Station

Agenda Items

Initial Action Items done by UCM

Set up of bank accounts - checking and savings - **I did not include actual balances here because I think they should have some explanation when we share**
Call Mike Waite - Morgan County Public Works Director - request to have RR streets cleaned - they came through 3.17
Transfer all accounts over to new software system
Visited with HOA's insurance agent
Multiple bids on landscaping
Multiple drive through of RR
Walk through all common areas
Registered Rollins Ranch with Utah HOA Registry
Update the Corporation status with the State of Utah
Updating master list of homeowners contact information
Established Rollins Ranch website - www.rollinsranchhoa.com

Discussion Items

Roll of Board Member, Advisory Board Member and Property Manager
Financial Status
Billing cycle of HOA dues
Landscaping bids
Prioritization of items to focus on in community
Review of accounts and balances - Liens, past due accounts, bad debt

Motions Voted Upon

Motion Identify January 1, 2012 as the date from which lot ownership will be established and past HOA fees will be collected.

Vote	Unanimous
Motion	Establish a quarterly billing cycle. Statements will be sent out on the 1st day of each quarter and payments will be due on the 1st day of the 2nd month of the quarter. Billing is in advance. As such, initial statements that will go out on April 1st of 2014 will include a bill for Q1, Jan - March that has passed and for Q2, April - June. If the expectation of paying both Q1 and Q2 by the 1st day of the second month presents a hardship, homeowners can contact James Durrant, Property Manger and arrange payments.
Vote	Unanimous
Motion	Authorize Property Manger to negotiate with ProGreen Landscaping company for 2014 contract. Clarify length of mow season and expectation of native grass mowings. Final approval needed from Board before moving forward with contract.
Vote	Unanimous

Action Items Taken by Attendees

Bill Chipp	<p>Go to bank in Mnt. Green and check on balance on RR account. Has been inactive since 2012 while under FCS management. Inactive fees?</p> <p>Compile spreadsheet showing historical ownership of lots since Jan. 2012</p> <p>Research if mailbox provision is still in CC&Rs Group mailboxes assigned by post office for lots 113-117, 125-131, 326-343 All others must be Rock/Brick</p> <p>Discuss recent event with Rulon Gardner - New management company, advertise lots on web site</p>
James Durrant	<p>Contact former developers and inquire as to how to proceed in collection of past due amounts, Rollins Ranch LLC and US Development</p> <p>Have signs made for water feature in entrance.</p> <p>Send out Rollins Ranch Newsletter - highlight the following items:</p> <ul style="list-style-type: none"> Park strip trees - caliper expectations and species CC&R's regarding installation of yards, dates, landscape plan Reminder of enforcement process - notice, fines, ect.... <p>Post PDF's of maps to website</p>
Craig Widmier	<p>Call Henery Walker homes and discuss new phase going in to the west and past due amounts</p> <p>Send PDF maps of RR and of landscape plan with tree placement to James</p> <p>Start process on sign relocation to west side of entrance</p>
Joe Cole	<p>Post www.rollinsranchhoa.com link to RR Facebook page</p>