

Cottages at Eagle Pointe Homeowners' Association  
Quarterly Meeting  
November 15, 2023

Minutes of the Board of Directors quarterly meeting of the Cottages at Eagle Pointe Homeowners Association, Draper, Utah, held at Suncrest Clubhouse in Draper, Utah at 7:00 PM on the 15th of November 2023.

ATTENDANCE

Board members in attendance: Marsha Gustafson, Paula Haycock, Linda Judd, Cory Lyman, and Wayne Sant  
Owners in attendance: Cynthia Sant, Steve Haycock, Kevin Needham, Jan Gleason, Stan and Sharon Coleby, Audrey Flanders, Janene Lyman, and Brent and Carol Oltjen

BOARD OF DIRECTORS MEETING

I. MARSHA GUSTAFSON

- a. Call to order – Board member Marsha called the meeting to order at 7:04 PM.
- b. Approve agenda
- c. Approve minutes from preceding meeting (August 16, 2023) – Motion by Linda Judd to approve, seconded by Paula Haycock. Motion carried.
- d. Proof of notice – Notice of meeting was sent via email and posted on the community website and the Empowered HOA portal.
- e. Financial committee member
  - i. Auditor position (new): Brent Anderson
- f. Greet new neighbors: Bob and Cindy Whip (2201 E Viscaya Dr.)
- g. New directory will be coming in February
- h. Old business
  - i. \$12,500 was transferred from the Operating Fund to the Reserve Fund.
  - ii. Linda Judd is looking for a short term CD
  - iii. No increase in dues in 2024.

II. WAYNE SANT

- a. Architectural Review Committee (ARC)
  - i. When you plant or install anything in your garden, expose the drip system before digging so lines aren't cut.
- b. Election
  - i. Committee members for 2024: James Busby, Stacie McAllister, and Wayne Sant.
  - ii. Three positions will be open. Applications are due January 5. Consider running or nominating someone. More information will be posted on the website.

III. CORY LYMAN

- a. Street snow removal: Great Western will provide street snow removal for 2023-2024. They plan to store a bobcat on the Suncrest property behind Royal on Ridge and have increased their fleet to five trucks (from three trucks). Both of these changes will create a faster response. Cory asked them to leave the road passageways wider than last year. Great Western was the lowest priced

company of the bids received.

- b. Driveway snow removal: For interested homeowners, snow removal fees for driveways will be charged every month along with the HOA fee. The cost will be \$160/mth. The cost could be adjusted up or down as need be due to snowfalls. Accounts will be trued-up in April/May 2024. Eddie will not be working in the neighborhood as usual this coming year, because there are no houses under construction. Therefore, three bids from local snow removal companies were obtained for driveways. Roth Landscaping was given a strong recommendation from an HOA in Draper, and their bid price was good. They will charge an hourly rate, and it will be divided among those neighbors that have requested driveway snow removal. They will come only when it is needed. They charge \$60/hr for hand shoveling walkways and front porches and \$65/hr for snowblower work. Motion by Linda Judd to approve the hiring of Roth Landscaping for the 2023-2024 season, seconded by Wayne Sant. Motion carried.

#### IV. LINDA JUDD

- a. Financials: Documents will be on the Empowered HOA website. Linda can now look at the accounting system online as desired. She is not able to make changes but can be sure income and expenses are being entered correctly on a timely basis. The financials for the HOA have now moved to accrual-basis accounting.
- b. 2024 budget. The detailed budget for 2024 will be on the Empowered HOA website. No increase in dues will be necessary this year. The HOA earned \$800 interest in 2 months on the current \$100K CD. Motion by Wayne Sant to approve 2024 budget, Paula Haycock seconded. Motion carried.
- c. Operating and Reserve Funds: Will be available on the website for viewing. Decided to make a one-time transfer of \$12,500 instead of \$25K into the Reserve Funds so our Income Statement does not show a loss for 2023. As of today, the Operating Fund has a balance of \$86,480 and the Reserve Fund has a balance of \$131,910. In 2024, the HOA will use \$20K of Retained Earnings in the Operating Fund for the 2024 Budget so dues won't need to be raised and to make needed repairs to the drip system. We are also looking to put \$25K of the Retained Earnings in the Operating Fund into a CD to earn better interest. As a non-profit, the HOA should not be accruing excess funds.

#### V. PAULA HAYCOCK

- a. Landscaping
  - i. Drip system: Water is shut off for the winter. More money from the Reserve Fund has been put in the Operating Fund to help fix some drip system problems in 2024. The HOA will pay Eddie to fix some drip system problems. Expect some money will be reimbursed to the HOA by individual homeowners and some by a landscape company who caused some issues. Be mindful not to break the drip system in your yard. Homeowners are responsible for the drips on their property when they hire contractors.
  - ii. Cutting Edge: The 3-year HOA contract is up. Cutting Edge will come back one last time this week for a final clean-up for the season. Contacted three different companies for quotes for a new contract. Cutting Edge offered a 4% increase for 2024 (\$60K) and 4% more (\$65K) for 2025. After three years of a flat pre-negotiated rate, this was a very reasonable increase. They stated they liked working in the neighborhood. Paula asked for an additional per week cost for bagging clippings, by request only. This cost would be an additional \$1400/week to catch, bag, and carry away the clippings. This is most beneficial immediately following a fertilization. Motion by Wayne to approve Cutting Edge for 2024, Linda seconded. Motion carried.

Bonneville Landscaping is just starting a new company and submitted a very attractive bid. The owner is Cory Lyman's son. Will revisit them in the future once they are fully up and running.

#### OPEN FORUM

Marsha Gustafson went to IFA in Draper to ask for a discounted cost for mulch for the HOA. The HOA could purchase mulch by the bag and also get a nice discount on plants. So if you are interested, let Marsha know. Motion by Marsha to apply for a free account, Cory Lyman seconded. Motion carried.

Stan Colby wanted to know the condition of the sidewalks. Cory stated that they raise up and get uneven in the winter due to groundwater below as it freezes, but they settle back down in the spring. There are a few sections in front of the Jacobs' house that may need to be repaired and other areas will be assessed for repairs as needed.

Draper City still needs to come back and replace the collars around their manholes which will likely occur in 2024.

The next quarterly HOA meeting will be on February 21st, 2024 at 7:00 PM at the Suncrest Clubhouse.

Motion by Cory to conclude the meeting, seconded by Marsha. Motion carried; the meeting concluded at 7:58 PM.