

**Westfield Estates Phase III**  
**Annual HOA Homeowners meeting minutes**  
**August 10<sup>th</sup>, 2022, 7:00 pm**  
**Layton Library**

**I. Call to Order:** Board President

**II. Roll Call/Opening Meeting Comments:**

- A) Roberts Rules for meetings suspended
- B) Board members: Angela Kimball, Jennifer Reed, Craig Thomas, Scott Collingwood, Mike Southerd

**III. Voting for HOA board positions**

- Nomination committee hands out the ballots (No volunteers, Property management will assume responsibility): Property management handed out ballots (Mike Southerd & Jennifer Reed running for re-election, no other homeowners volunteered to serve on the Board)
- Ballots are collected by Property Management
- Property Management collected the ballots and counted the votes and announced the elected Board members
- Mike and Jennifer were re-elected to serve on the Board for two more years.

**IV. Treasurer budget and Financial information update**

- Financial statements provided to the homeowners in attendance
- 2022 HOA budget costs & recommendations were covered by Welch/Randall
  - A) Common area annual HOA Insurance: \$1,230
  - B) Common area maintenance: \$2,700
  - C) HOA Management fees (Welch/Randall): \$5,160
  - D) Tree trimming: \$1,300
  - E) Reserve transfer 10% put into savings account
  - F) A reserve analysis needs to be done: Board will do this with Welch/Randall
- The Homeowners in attendance voted to approve the 2022 Westfield Estates 2022 budget
- The 2022 HOA annual fees were approved at \$385 (Same as 2021!)

**V. Community projects**

- Mulch replacement cost: \$7,250 (50 yards private company spread)
- Homeowner turning off street light: Welch/Randall will talk to the homeowner about paying for service calls in the future

- Homeowner Light reimbursement amount: \$17.71 per light (power company formula used)

**VI. Questions/concerns from Homeowners**

- Homeowner talked about possibly allowing zero scaping of yards
- State zero scaping pictures were provided
- Weber Basin Water District zero scaping info was provided

**VII. Adjournment of the meeting**

- 8:30 pm