# **Bridgewood Manor**



The main purpose of the property management company is to help the community and the board fulfill the goals of the community while protecting the property both physically and financially. Welch Randall (WRPM) helps with payment of bills, reconciliation of bank accounts, legislative updates for



CC&R's and rules, enforcement of CC&R's, preparing vendor bids, obtaining maintenance or other bids, and enforcement of vendor contracts. All bills and projects are approved by the HOA Board members first. While the decision-making powers for the community rest with the community and the HOA Boards, we request that phone calls or emails go directly through WRPM first so that all information necessary to the situation or problem can be provided to the board in an organized manner. The HOA Board's role is a voluntary role and they have limited time. The property management company helps manage the day-to-day needs of the community which allows the HOA Board members to best utilize their time by focusing on key decisions that need to be made for the community.

# Is the HOA FHA/VA Approved? When doesthe approval expire?

Condominium Project. Not FHA/VA Approved

## Are there Administrative or Reinvestmentfees?

\$205 Association Transfer Fee to Welch Randall

### How much are my HOA dues and when are they due?

\$190 per month, due on the 1st, late after the 15th, with a \$15 late fee for each late payment

#### What does the HOA cover?

Water, Sewer, Garbage, Storm Drain, Exterior Insurance, and Snow Removal

## Where do I send my HOA payment?

Payments can be madeonline via AppFolio by setting up one-time or recurring payments (preferred method). Checks, cashier's checks, and money orders can be made out to "Bridgewood Manor HOA" and can be mailed to our office at: 5300 S. Adams Ave Pkwy, St. 8, Ogden, UT 84405

## **Billing Information – Getting Setup on AppFolio:**



Welch Randallutilizes a high-tech internet-based software called AppFolio. AppFolio is available online with a computer, smart phone or tablet, and allows you to view your balance and make payments with the click of a button.

In order to setup an online account, you need to receive an email invitation from our office. To request an invite to AppFolio please send an email request to <a href="mailto:Jessica@welchrandall.com">Jessica@welchrandall.com</a> or contact our office during regular business hours.

# **Welch Randall Property Management**

5300 S. Adams Ave Pkwy, St. 8, Ogden, UT 84405 Mon-Fri 9AM to 5PM ♦ (801) 399-5883 ♦ info@welchrandall.com

For after-hours emergency calls relating to maintenance please call (855) 559-5525

**General Information** 

Jennie Stites Office (801) 399-5883 jennie@welchrandall.com Property Manager Brenda Wagstaff Office (801) 399-5883

Brenda@welchrandall.com

**Billing and Accounting** 

Jessica Gatewood Office (801) 399-5883 Jessica@welchrandall.com