

# TUSCANY HOMEOWNERS ASSOCIATION

## Board Meeting Minutes

Tuesday, February 2, 2016

Tuscany Clubhouse @ 6:00 p.m.

### Roll Call:

The meeting was brought to order at 6:00 p.m. In attendance were: Steven Yearsley, Jack McGee, Ben Hambleton and Ann Marie Baird on behalf of Brighton Corporation.

### Meeting Minutes:

The Board reviewed the 10/27/15 meeting minutes. Steven made a motion to approve the minutes as written. Jack 2<sup>nd</sup> the motion and the motion was carried unanimously.

### Reports:

Financials: Ann Marie provided the 2015 Year End financials as will be presented at the annual meeting for review. There were overages in Water Feature Maintenance, and Common Area Improvements, Irrigation Repairs, and Irrigation Taxes. All items were reviewed.

Committees: The ACC is running smoothly at this time. The Clubhouse Committee met and recently made update requests for the rules, processes, as well as some requests for updates in the clubhouse including: replacing wicker chairs, replacing cushions chairs with microfiber or leather, replacing bench cushions or remove and put in pillows, and install TV and sound system. The Board agreed to replace as much as possible within the allotted budget. They requested the group keep a log of how many requests they get from people for a TV & sound system for further review. The Patio Homes Committee requests were reviewed last meeting and their maintenance schedule has since been sent out and posted online.

### Old Business:

Capulet Pond: Steve Yearsley working on measurements for a layout and pricing.

Lake Erosion: The retaining wall is coming along nicely. There will be some cleanup work from the light winter creating soft ground, but Stonehenge has assured that it will all be fixed.

2965 Ragusa: These homeowners own a vacant lot next to their home and have not landscaped, fenced or done anything with it, but are storing recreational vehicles there from time to time. They have been sent their final notice, and no response was received. The Board decided to reach out and try to schedule a meeting with these homeowners to get a plan of action.

### New Business:

Website: The Association is currently paying \$109/month for the website, when it should be closer to \$35. After reviewing options, it was agreed to purchase a new domain name and begin designing a new site with Visual Max. Ann Marie agreed to get this started with a switch in March-April.

Pond Maintenance: The Aqua Technex proposal was double over the previous year, and not budgeted for. After discussion, their proposal with the increase was approved. Precision Pumping provided a proposal for maintenance on the water feature pumps in the ponds. Their annual maintenance proposal for \$1505.00 a year was approved, and their quote for diving in

the pumps and dredging out the pump sumps and intake lines for \$7560.00 will be budgeted in 2017.

Events: Ann Marie provided a list of the events, and noted that we are in need of volunteers for both the Easter and National Night Out event at least. The Board will reach out to neighbors.

Annual Meeting: The agenda and previous minutes for the annual meeting were provided by Ann Marie. The meeting will start at 7pm as requested by residents at the previous meeting. Only 1, maybe 2 members plan on volunteering next year, so we are going to be in need of volunteers for the Board. Ann Marie will do a special bulletin newsletter to announce the need of volunteers for both the events and Board.

Amity Entrance Sign: The group discussed thoughts on location and style of signage to install. Ann Marie will have her sign person mock up some options to review at the annual meeting. This will be added to the agenda as well.

**Adjourned:**

With no further business the meeting was adjourned at 7:44 p.m.

**Following Meetings:**

- Tuesday, April 19<sup>th</sup>, 2016, Annual Meeting – 6pm
- Tuesday, May 17<sup>th</sup>, 2016, Re-Called Annual Meeting – 6pm
- Tuesday, June 7<sup>th</sup>, 2016, Board Meeting – 6pm
- Tuesday, August 9<sup>th</sup>, 2016, Board Meeting – 6pm
- Tuesday, October 11<sup>th</sup>, 2016, Board Meeting – 6pm

# TUSCANY HOMEOWNERS ASSOCIATION

## Board Meeting Minutes

Wednesday, June 15, 2016

Tuscany Clubhouse @ 6:00 p.m.

### Roll Call:

The meeting was brought to order at 6:07 p.m. In attendance were: Steven Yearsley, David Smith, Doug Mabe, Skye Ragland, Warren Cays, and Ann Marie Baird on behalf of Brighton Corporation.

Ann Marie provided binders with the corporate documents and maps of the neighborhood for the new board members, as well as a contacts list.

After a brief review of the positions available, the following positions were assigned to each member: President = Steven Yearsley, Vice President = David Smith, Secretary = Doug Mabe, Treasurer = Warren Cays, and Member at Large = Skye Ragland.

### Meeting Minutes:

The Board reviewed the 2.2.16 meeting minutes, and the recalled annual meeting minutes from 5.24.16. Doug motioned to approve the minutes as written. Warren 2<sup>nd</sup> the motion and the motion was carried unanimously.

### Reports:

Financials: Ann Marie provided the financials through May 31, 2016. Monthly financials will be emailed as prepared. A copy of the detailed 2016 budget was provided to the group as well.

Committees: When the committees have events scheduled, Ann Marie will post on the calendar online and let the Board know so that one of them may attend as well.

ACC – now that David is on the Board of Directors, a position is available. Two homeowners volunteered at the annual meeting, but no one knew anything about them. Ann Marie will ask them to provide a brief summary of their background and why they want to be on the committee for the Board to review and appoint a new member.

Clubhouse – there were 2 new volunteers at the annual meeting and they will be worked into the rotation, once trained.

Patio Homes – there was 1 new volunteer for this committee. They have not organized in a while, so Ann Marie will push to get a meeting going.

Landscaping – this is a new committee with 4 volunteers. To give them direction, we'll have them review the areas that had been budgeted for and come up with a plan of attack.

Activities – there was 1 new volunteer for this committee. Ann Marie will touch base to see if they have a plan for a specific event.

### Old Business:

Capulet Pond: Steve Yearsley working on layout and pricing.

2965 Ragusa: This vacant lot is owned by the neighboring homeowner, and is on the market for sale. We contacted them about getting landscaped as required in the CC&Rs, but they are unable to do what they intended and are keeping it weeded while it's on the market. They also

have some recreation vehicles stored there from time to time. We will continue to watch this property at this time.

**New Business:**

Website, Facebook, Newsletters: The website is up and running, it was suggested to add an area where updates about projects could be posted. Ann Marie suggested under the news section. The Tuscany in Meridian Facebook page has been turned over to the Association. Ann Marie will add the Board as admins to the page once they like it. Newsletters are done monthly.

Common Area Updates: Ann Marie provided an update on the landscaper areas that we are struggling with. This year is a new contractor. She also gave an update on the pond. The Board asked for a quote on putting in a path along the south pond that does not have a path on it. An update on the water features (fountains and waterfalls) was given. It was unanimously decided that the bottom 2 levels be plumbed to work, and then the top be left alone until we could look into further repairs or filling it in.

Amity Entrance Sign: After reviewing the location, it was suggested we ask if the sign could be moved forward, and to get a quote on lighting for the sign.

Deerhill Entrance Sign: There has been a request to get a sign on Deerhill to show that you are entering into Tuscany from the other community. Ann Marie agreed to have the sign people provide a sketch.

No Fishing: The rule will stay the same, and Ann Marie will work on changing the signage. We will reiterate in that residents need to help enforce this rule as a whole, and that the safety and liability is important to HOA. It was also suggested to contact Fish & Game to remove the sturgeon.

Private Security: It was requested that Board review getting private security for vandalism in the neighborhood. After some discussion this was denied.

3063 Ragusa: Request for batting cage and dog kennel is ok, based on the fact that it's temporary and contained in the back yard, and immediate neighbors are not complaining.

Eagle Road Widening: After some discussion it was agreed that the barrier in place now is sufficient for when Eagle Road is widened.

**Adjourned:**

With no further business the meeting was adjourned at 8:48 p.m.

**Following Meetings:**

- Tuesday, August 9<sup>th</sup>, 2016, Board Meeting – 6pm
- Tuesday, October 11<sup>th</sup>, 2016, Board Meeting – 6pm

# TUSCANY HOMEOWNERS ASSOCIATION

## Board Meeting Minutes

Wednesday, July 6<sup>th</sup>, 2016

Tuscany Clubhouse @ 4:00 p.m.

### Roll Call:

The meeting was brought to order at 4:09 p.m. In attendance were: Steven Yearsley, David Smith, Doug Mabe, Skye Ragland, Warren Cays, Jeremy Evans from Vial Fotheringham, and Ann Marie Baird on behalf of Brighton Corporation.

### New Business:

This meeting was called to discuss the No Fishing Rule on the ponds specifically. Jeremy Evans provided some information regarding opening the ponds up for fishing with Fish & Game. He also provided feedback on the current rule. After much discussion, a motion was made to send a letter and get a true vote on the fishing rule from all residents, as well as change the signs. The motion unanimously passed. The following are action items:

- 1) David will look further into opening the ponds up to fishing with Fish & Game.
- 2) Ann Marie will ask insurance if the rule change will affect the rates.
- 3) Ann Marie will update the signage with additional wording.
- 4) Steven will work on letter for residents regarding the overall pond and fishing situation. Ann Marie will help with the cost details.
- 5) Everyone will work on questions for a Survey/Poll. This will be sent by email and mail. This should be completed before end of October for budgeting purposes.

### Adjourned:

With no further business the meeting was adjourned at 5:38 p.m.

### Following Meetings:

- Tuesday, August 9<sup>th</sup>, 2016, Board Meeting – 6pm
- Tuesday, October 11<sup>th</sup>, 2016, Board Meeting – 6pm

# TUSCANY HOMEOWNERS ASSOCIATION

## Board Meeting Minutes

Tuesday, August 9, 2016

Tuscany Clubhouse @ 6:00 p.m.

### Roll Call:

The meeting was brought to order at 6:00 p.m. In attendance were: Steven Yearsley, David Smith, Skye Ragland, Warren Cays, and Ann Marie Baird on behalf of Brighton Corporation. Also in attendance as observers were: Tom Sauer, Nikki & Rusty McNeill, and Kathi Selimshayev.

### Meeting Minutes:

The previous minutes from 6.15.16, and 7.6.16 were reviewed. David motioned to approve as written with one name change, and Warren 2<sup>nd</sup>. The motion passed unanimously.

### Reports:

Financials: The financials are provided by email. Warren provided a breakdown over the years, and for this season as well.

Budget: As we prepare to start setting budgets, the group is encouraged to let Ann Marie know of improvements that they would like to see, so they can be bid out or at least added as a discussion item for the budget meeting. Some sidewalks were noted as pushing up along Rome and Montague, and will need addressed.

### Committees:

ACC – The new member has been appointed and transitioning was seamless. The group is working together well.

Clubhouse – Two new members have been trained and added to the schedule.

Patio Homes – Rusty, Nikki, and Kathi provided some insight to what the committee has been reviewing. The items include: 1) Burgo sealcoat costs, 2) snow only at mailboxes and parking stalls, no walkways, 3) landscaping accountability such as weeding, 4) the Russian Sage expenses, 5) rock in the common areas vs bark, 6) suggest we bid services later in the season overall, 7) communication, would like services to be posted online, maybe a patio home page... After discussing all concerns, David motioned to expense the Burgo sealcoat from the overall Association's budget rather than the Patio Home budget and to have ACHD look at taking back this roadway. Warren seconded, and the motion passed unanimously. All the other items the Board agreed to take into consideration.

Landscaping – This committee is meeting Wednesday, August 10<sup>th</sup>, at the clubhouse at 5:30pm for their first meeting.

Activities – NNO just passed, and the fall garage sale and holiday light contest is coming up. No new event proposals.

### Old Business:

Capulet Pond: Steve Yearsley working on layout and pricing. Will work into 2017 budgeting.

Website, Facebook, Newsletters: The website is being updated with a "news" section. The board and residents are encouraged to let Ann Marie know of anything they'd like to see

added. Warren and Steven have been added to the Facebook page as administrators. Newsletters are still going out by email.

Amity Entrance Sign: We are getting a quote on lighting for this sign. Steven recommended to also get a quote on a lower wattage or smaller light, as it is smaller than the other entrances. City of Meridian is requesting for us to go through the sign permit process to move the sign forward. Ann Marie is working on this.

Deerhill Entrance Sign: Will get a price on lighting for consideration. Ann Marie is also working on permitting for this area, and will look adding "Now leaving Tuscany" to the back.

No Fishing Rule: Signs are ready and will be installed this week. The residents recently met with Sgt Parsons with Meridian PD, and he noted that all residents are able to sign citations, and the Board and HOA needs to share this. Ann Marie will include in the newsletter and online. Also, the Association's insurance provider confirmed that opening the ponds to fishing would not increase premiums.

#### **New Business:**

Tuscany Kickball Request: The team has asked if the Association would purchase bases for the team. After a brief discussion the Board decided to deny this request.

Landscaping: The board noted they are not happy with the landscaper and still seeing areas of concern with maintenance. Ann Marie agreed to relay these concerns.

2329 Beatrice: This resident has complained about their swales along Tybalt and the deepness of them. The Board will be meeting with ACHD regarding their design on Monday, August 15<sup>th</sup>, at 4pm. At this time the Board agrees that the homeowner is still responsible for the maintenance, and if can't do it should hire someone. Ann Marie will offer the community landscapers information, as they are already in the area and said it would be minimal to no charge.

10 Mile Asphalt Path: We received a quote on this path and decided by email to wait for the 2017 budget; however the contractor went ahead and did the job by mistake. They have done this before, and were not paid. Since the Board was planning to complete this project they have agreed to go ahead and pay the contractor, but not until 2017 as budgeted for.

#### **Adjourned:**

With no further business the meeting was adjourned at 8:30 p.m.

#### **Following Meetings:**

- Tuesday, October 11<sup>th</sup>, 2016, Board Meeting – 6pm

# TUSCANY HOMEOWNERS ASSOCIATION

## Board Meeting Minutes

Tuesday, September 20, 2016

Tuscany Clubhouse @ 6:00 p.m.

### Roll Call:

The meeting was brought to order at 6:00 p.m. In attendance were: Steven Yearsley, David Smith, Doug Mabe, Warren Cays, and Ann Marie Baird on behalf of Brighton Corporation. Also in attendance as observers were: Bob Havlik

### Meeting Minutes:

The previous minutes from 8.9.16 were reviewed. Doug motioned to approve as written and Warren 2<sup>nd</sup>. The motion passed unanimously.

### Reports:

Financials: The financials are provided by email. Warren motioned to approve the financials and Doug 2<sup>nd</sup>. The motion passed unanimously.

Budget: Ann Marie presented a preliminary budget that was reviewed. The budget will be approved in the meeting on October 11<sup>th</sup>.

Landscaping – Bob Havlik and the board walked the Basilica Park and Ponds to review landscaping and erosion.

### Old Business:

Amity Entrance Sign: The installation of lighting was approved for the Amity Entrance Sign.

Deerhill Entrance Sign: A sign design was approved at the Deerhill Entrance.

No Fishing Rule: Ann Marie presented a draft of the Fishing Survey. Dave motioned to approve the survey as written and Steve 2<sup>nd</sup>. The motion was approved to send to Scott Barker.

### New Business:

Rope Ladder: It was noted that there is a rope ladder over the fence leading to Eagle Road. Dave motioned to allow the rope ladder as long as the homeowner accepted the liability for any damage to the fence. It was also suggested that the ladder be pulled over to the homeowner's side of the fence overnight and Steve 2<sup>nd</sup>. The motion was approved.

Pool Closure: The weather forecast was to remain cool for the remainder of the month of September. Dave motioned to close the pools after the next weekend (September 26<sup>th</sup>) and Warren 2<sup>nd</sup>. The motion was approved.

404 Maesaia Way: A request was received to have the association pay for the removal of a tree that was planted by the developer in the Swale. Doug motioned that the HOA should not pay for the removal and Warren 2<sup>nd</sup>. The motion was approved and Ann Marie will notify the homeowner that trees in the swale are the homeowner's responsibility

### Adjourned:

With no further business the meeting was adjourned at 7:30 p.m.



**Following Meetings:**

- Tuesday, October 11<sup>th</sup>, 2016, Board Meeting – 6pm

# TUSCANY HOMEOWNERS ASSOCIATION

## Board Meeting Minutes

Tuesday, October 11, 2016

Tuscany Clubhouse @ 6:00 p.m.

### Roll Call:

The meeting was brought to order at 6:00 p.m. In attendance were: Steven Yearsley, David Smith, Doug Mabe, Warren Cays, Skye Ragland and Ann Marie Baird on behalf of Brighton Corporation. Also in attendance as observers were: Adam Schoenfeld, Robert Simison and Scott Barker.

### Meeting Minutes:

The previous minutes from 9/20/16 were reviewed. Warren motioned to approve with amendments and Doug 2<sup>nd</sup>. The motion passed unanimously.

### Reports:

Budget: Ann Marie presented the 2017 Operating Budget that was reviewed. Anne Marie will make the requested changes and send to the board for a final review. The budget will be presented and approved at the next Homeowners meeting.

### Old Business:

Pool Closure: The board reviewed the cost of keeping the pool open until September 26<sup>th</sup>. The approximate additional costs were:

Maintenance and Chemicals	\$1,800
Gas	\$900
Janitorial	\$400
Power	\$20

No Fishing Rule: The board reviewed the draft of the fishing survey with Scott Barker. This survey will be sent to all Tuscany residents to gather the opinions of residents about allowing fishing in the Tuscany ponds.

### New Business:

HOA Management: The board discussed the suggestion that HOA be managed by the residents in an on-site location. There are several reasons that the board is not moving forward with this suggestion.

- 1) We do not have office space and building an office would be expensive assuming we could find a location. The clubhouse would not be a suitable location.
- 2) We do not have office equipment (Computers, Copiers, Desks Etc.) and it would be expensive to acquire these items.
- 3) There are several functions that the property management company perform that would need to be replaced. These include but are not limited to
  - a. Accounting and Banking

- b. Billing and collection of payments
- c. Collects bids and proposals for maintenance/improvements
- d. Manage Key Access to Pools
- e. Handles home owner complaints and follow-ups
- f. Prepare monthly news letter
- g. Coordinates signage for events
- h. Bi-Monthly drive though inspections and letters of violations
- i. Manages contracts that are approved by the board for common areas, pools and clubhouse maintenance
- j. Updates Community Website
- k. Takes ACC applications and responds

Landscape Contract: The board reviewed the five bids that were submitted by landscape contractors. Warren motioned that Perfect Touch should be given a one year contract and Skye 2<sup>nd</sup>. The motion passed unanimously.

10 Mile Pathway - Robert Simison requested that the board consider the maintenance of a small section of land that is located adjacent to our common area. The board requested that Ann Marie contact the Irrigation District to determine if this was possible and estimate the cost.

The board as a new email address: [hoa@homeattuscany.com](mailto:hoa@homeattuscany.com)

**Adjourned:**

With no further business the meeting was adjourned at 10:00 p.m.