

Tuscany at Northshore HOA Board of Directors
MEETING MINUTES
February 25, 2021

Call to Order: 6:00PM

Board: Ronald Moore, Nick Ieronimakis, Rhonda Salvesen, Jeremy Fleming.

Also Present: Stacy Legg, account manager J&M Management

Board Reports:

- President's
 - Ronald states he's looking forward to getting several projects addressed
- Treasurer's
 - None
 - Account manager to present Profit & Loss and balance sheet
- Committee's
 - None

Financials:

- Profit and Loss through January 31, 2020.
- YTD Balance Sheet
 - There is \$8,319.85 in undeposited funds. Reflective of checks for dues received, but not taken to bank yet.

Meeting Minutes:

- Normally done by Secretary
 - Rhonda Salvesen will serve as interim secretary

ACC:

- CC&Rs allow for Board to continue being ACC in lieu of formal committee
 - Board asks Stacy to reach out to those on ACC at end of 2020 if they are still interested.
 - Nick, Jeremy, and Ronald agree to be ACC.

Old Business:

- Lighting for Fairwood & 41st corner- ordered by Rhonda, at her house
 - Installed, and receipt for reimbursement has been submitted
- Pedestrian gate locks
 - Need to be kept closed, use key to open and close behind them.
- Gate- who is point of contact for gate?
 - Jeremy is point of contact for gate.
 - Remote order form sent to Board and Stacy.
- Amazon Key- denied installation.
 - Stacy contacted them via telephone that there needs to be no additional contact regarding this, as the Board has stated they are not interested.
- Clogged drains in park
 - Omni landscaping took care of issue
- Street lights in gated area

- Completed

New Business:

- Status sheet.
 - Board asks Stacy to send them examples of Rules & Regs and signs for park.
 - Board votes to not re-start welcoming committee.
- Dues-
 - Motion made to send invoices out at the end of December, with Jan 1st due date.
 - Unanimous approval.
 - Payment plans are automatically approved as long as paid off by June 30, 2021.
- Snow plows-
 - City of Tacoma does not plow. Should a private company be hired?
 - Account manager does not have reliable on-call snow plows, only over auto-deploy which is very expensive. Ex. community with 76 homes spends \$4,000-\$6,000/yr.
 - Board unanimous vetoes.
- Towing in the community
 - Account manager will send the tow contract to Board for review, have signs installed.

Board Open Forum- None

Adjourn: 8:56pm.

Discussion/Action Item	Comments	Responsible Boardmember/Homeowner	Financial Impact, Invoice, Deposits, Payments Needed	Status	Date Item Closed
Telephone gate entry system upgrade	Not in 2021 budget. J&M's opinion it can stay off until there is a need for a new callbox.	J&M	Not in 2021 budget	Phone line off.	
Berm Project @ 4116 44 th Ave NE (Lot #251)	First bid recv'd 8/26/20, Asphalt Patch Systems - \$1,750 (Option to add \$1K to lower catch basin) Second bid recv'd 8/28/20, O'Neill & Sons - \$2,300 Third bid recv'd 08/10/20, Rainier Asphalt - \$7,623.39			Project has been postponed until Spring. Unsure if this is needed any longer as it was pushed by a former Boardmember/Homeowner who has since sold their home.	
Sealcoating gated area	BOD APPROVED RAINIER 11/23/2020 FOR SPRING/SUMMER 2021 First bid recv'd 7/30/20 Premier Paving & Sealcoat, \$2,732 (2 locations) and \$21,962.70 (5 locations w/crack sealing singular cracks and applying asphalt emulsion sealcoat in gated community). 4th bid recv'd 9/28/2020 Rainier Asphalt & Concrete. 54,650 sq ft seal coat. \$12601.50 + tax. Second bid recv'd 10/22/20. Scot's Sealcoat. 37,450 sq ft seal \$14,890+tax. Third bid recv'd 10/26/20. Eagle Asphalt. 55,000 sq ft seal coat, 300 linear feet crack fill. 2 asphalt locations replaced. \$12,300 +tax.	J&M - Stacy in contact with vendor	1/2 down deposit in process	BID APPROVED 11/23/2020 for Rainier. Teantively scheduled late May; Stacy will have set days mid-April for notification to go out.	
Welcome packets (\$250 budget/expended)	Found 3 X \$50 Home Depot Gift Cards. \$100 unaccounted for at this time.	CARDS TURNED OVER TO J&M Management Services	Three cards, \$50/each. \$150 available	To be used for payment of other HOA items as needed.	1/28/2021
Keys to walking gate	Key copies available	UNKNOWN		10/19/20 - copies made and distributed. Copy needed for J&M	
\$86K transfer from Gated to General budget? Need to locate in the minutes.	Ronald has reviewed the minutes from 2014 – current and can't find any proof of this. Will reach out to Bill. If this occurred, can this be reversed? Can a portion of the funds be reallocated back to the Gated Budget due to some expenses that are on the horizon (paving, gate, landscaping). Also informed about lawsuit concerning a pergola/gazebo owned by a resident.			STILL QUESTIONING - Not sure what occurred. Never received a response by any Boardmember.	
Lighting on gazebo at park	There needs to be lighting at the gazebo. Moore has been told by a homeowner in the area that there are teenagers congregating there at night and there should be solar floodlights there for security purposes.	Rhonda- ordered and at her house. J&M- Stacy needs to get them to landscaper	Rhonda needs to submit reimbursement request	Ongoing	Board agreed to purchase lights on 10/22/20, 1/28/2021
Ground loop sensor replacement	???			Budgeted for \$5.5K	02/01/21 - CLOSED
Lot 252 Gate Overhaul	???	???		Budgeted for \$2.5K - UNSURE of status now.	
Website	J&M creating new website, with basic docs and contact info. What else needs to be provided on website?	J&M- social power account closed		Ongoing	

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Gmail suite	There are seven board email accounts that have been setup and are tied to the HOA website. Only two are being utilized ("HOA" and "ACC") Each costs \$6 per month. For recordskeeping purposes (in case of records requests) we should be utilizing one system to retain all of our emails. All Boardmembers need to utilize their assigned email accounts for HOA business from now on (what email are you referring to, their personal one?)	J&M - gmail account still open, but to go down to 2		Ongoing	
Vetical response	do we want to continue to use this to send out newsletters and such? Or cancel, and have Stacy import emails and send out Bcc when needed. Emails may go to spam, due to mass email	BOD decision			
Storage facility	There is a rented storage facility that the HOA has had since 2008/2009. The contents of the storage unit needs to be inventoried and reduced. If the Board wants to continue using a storage unit it could be moved to one of the new facilities on 21 st Avenue.	J&M and/or Board need to visit facility and review documents		Ongoing	
Water/algae on 41 st from Lot 217 – 218	Algae filled water runs down 41 st Street in front of Lots 217-218. It is from an underground spring. "Tyler" (homeowner at 4218 41 st St) says it is HOA responsibility since the spring is coming from under the park. Attorney Greg Eklund, Tuscany's lawyer, has not given his opinion on the matter.			Ongoing	
Poop bags at park	Homeowner request		IDEA- could use Home Depot cards to purchase pole(s) and concrete	Ongoing	
Landscaping (behind houses in gated community)				Idea	N/A
Trees blocking views, Lots 102 – 104	In 2017 Article IX, Section 5 (3 rd paragraph) was used to have HOA pay for the cutting/trimming of trees on private property because they blocked the view of another homeowner. Attorney Eklund agreed that the HOA is responsible with no alternative.		Is this a current issue?	Ongoing	
Re-Starting Welcoming Committee	Should we restart the Welcome Committee? It seems things are being forgotten and items aren't being taken care of (keys to new residents, welcome packets, flowers for new residents, etc.)			Idea	
Reserve Study	Reserve study contract with Cedcore	J&M- communicating with Cedcore			
Tree Services Contract	First bid – Infinity Tree Service, \$XX,XXX/yr Second bid – Nasim & Sons, \$XX,XXX/yr Third bid – Earth Tech, \$XX,XXX/yr	J&M		Ongoing	
Legal Services Contract	First bid – Barker Martin, \$XX,XXX/yr Second bid – Condo Law Group, \$XX,XXX/yr Third bid – Goldstein Law, \$XX,XXX/yr. J&M normally handles all legal interpretation in house through operations department, and relies on atty only when 100% necessary.	J&M	\$325/hour.	Postponed until after Property Management firm is chosen.	Currently using contract services
Updated Rules & Regs	There are several different guideline, rules, etc. that are hard to understand and provide to owners.	J&M, then to BOD for review and approval	will be billed outside of contract, but Stacy is willing to limit it to 3 hours as the info is already provided it just needs to be more concise. Will cost postage for mailing, as it has to be sent to each owner.		

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Move signs in park	The "private park" signs are not conducive to the entrances. Proposal to order new signs, with rules and hours, and post at 2 park walk way entrances. Other posts can be used for doggie bag holders	J&M can go sign drafts and send to BOD for approval	approximately \$100 for the signs (metal signs plus shipping) and \$150 for install (with metal poles)		
cameras in park	there has been vandalism in park, as well as young people there at night. BOD would like to look into cameras. Hardwiring cameras is more limited, but long term. Cheaper, more immediate option is doing solar cameras, one poles above the park walkway entrances and back corner. Could then be hooked up via to BODs	J&M and BOD	unknown		