

Tuscany at Northshore HOA Board of Directors
MEETING AGENDA
September 23, 2021

Call to Order: 6: 34pm

Board: Ronald Moore, Nick Ieronimakis, Jeremy Fleming, Mike Axworthy, & Rebecca [REDACTED]

Attendance: Ronald Moore, Jeremy Fleming, Mike Axworthy, Rebecca [REDACTED] Robert Arsenault, Eugene Greer, Nick Ieronimakis, Linda

Board Reports:

- President's
 - Ronald provided introduction to new members Mike Axworthy & Rebecca [REDACTED]
 - Stacy
 - ACC - Architectural Control Committee
 - Inviting Mike & Rebecca to join
 - Mike Axworthy to join ACC
- Treasurer's
 - Presenting P&L
 - Lien filing fees are paid by the HOA upfront
 - Property Management Fees - Admin Fee
 - With escrow - payment plans/checking to make sure dues are paid
 - Two 30-day pay or lien notices out on two properties
 - Two homes going through foreclosure - banks haven't accepted ownership - one has sat for a long time - landscaper has just recently gone out to maintain these properties - banks will pay
 - CCRs are written where we can have a continuing lien on properties
 - Comment:
 - Encouraging maintenance w/ property to help keep value higher
 - Park Improvements: Cameras, park toys,
 - Board has access to Vosker security cameras
 - Stacy to send log in information to new members
 - Road maintenance asphalt repair & replacement in gated area - from reserve expense - could come out of gated communities reserve account.
 - Two bids - \$8,000 and other was at \$9-10,000
 - Question: Full asphalt repair throughout gated neighborhood - shouldn't need to do if we continue to do continued maintenance
 - Looking to get third bid
 - Audit expense will be done by end of September - presented next month
 - CPA goes through all of the expenses, invoices
 - CPA does NOT go through every invoice, but will go through the records provided and request random invoices to see if they match what as reported. It is not a forensic audit.
 - Utilities:
 - Stacy has reviewed electric bills - going to have Tacoma Power come check meter bills

- Discussed Surface Water bill for Gated Community - because it is a private street - Gated community also pays their individual surface water bills.
 - Net Ordinary Income: Stacy to review excel formulas, numbers aren't accurate
 - P&L Questions:
 - All lots have to pay flat \$395.90 - Gated \$500.08 on top of \$395.90 - all combined but paid out separately for
 - Federal Taxes - why are we paying this when we're a non-profit
- YTD Balance Sheet
 - Discussing one-time transfer for Reserve Accounts to meet Reserve Projection necessary
 - Question: Last reserve study was completed just a few months ago
 - Question: What is legal timeframe - no real timeframe, if there is a major event and there isn't enough in the reserve - board & HOA is a liable
 - Question: Any reason not to wait till end of year? Nick and Jeremy agree to wait till end of the year.
- Committee's report- none

Status List Review

- Stacy to send warning letter to resident regarding dumpster at home for over one month
- E-mail to gated members regarding tampering with gate, gate open request form, and needing 48 hours' notice
- Nick suggesting new, turn-key playground
- Storage facility- documents are at J&M, need to all be sorted and scanned.

Next Meeting: October 28, 2021

Adjourn: 9:23pm

Date Open	Discussion/Action Item	Comments	Responsible Boardmember/Homeowner	Financial Impact, Invoice, Deposits, Payments Needed	Status	Date Item Closed
NA	\$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.			Stacy looked over all provided minutes (2007-current), no mention of this being approved. Further review of financials, including actions approved for transferring funds, do not have anything to indicate this happened.	4/22/2021 (?)
9/10/2021	Residents placed cones in middle of street to force gate to stay open for garage sale	Robblees has stated if there was an issue, it would have happened with a burnt circuit Board.		1) do not tamper with any gate. 2) give two business days notice with dates and times. 3) if seen tampering there will be a gate service call added to the account and you are responsible for any repairs needed	Ongoing	
5/27/2021	Service contract for gates not currently covered	The operators replaced last year have a maintenance contract plan set up, for two visits each year. The other two gates do not.	Stacy	\$1,600 annually for all 3 gates	Revisit October/November	
4/22/2021	Gate remotes	Stacy will drop off gate remotes to Jeremy. Have to be purchased as a box of 5, of which 4 have already been sold. Tuscany billed for the whole box, each owner has it added to their account when they would like to purchase, Jeremy to program and deliver	Jeremy & Stacy	\$25/ea +tax= \$27.50	ongoing	
09/01/20	Website	J&M creating new website, with basic docs and contact info. Social Power did not transfer site correctly, so basic site is up	J&M		Updating as needed	
09/01/21	Vertical response	Ongoing info can be sent via vertical response	BOD to authorize and direct when notices to be sent		Stacy will be using for newsletter distribution	
09/01/20	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.	Board need to visit facility and review documents	\$67/month.	Needs to have notice of intent to vacate 7 days before month-end. Unit C2139	
09/01/20	Landscaping- sloped areas	Scotch broom is considered an invasive plant and should be removed. Association can enter onto the slope and perform maintenance with the intent to protect the view from nearby homes. Goats may be option, but concern over how to contain and prevent them from eating too much	Stacy, Ronald& and homeowners	\$2,700-\$3,000 for cutting of scotch broom at base, herbicide to stump.		
09/01/20	Tree Services Contract	Family Tree- visited 9/14/2021; suggests taking out dead/dying trees now to prevent damage to surrounding properties this fall/winter. Thundering Oaks site visit- June 7; did not provide bid. American Tree Service- not arborist, but recommends two trees to be removed and 2 days of trimming	J&M	American Tree Service- \$5,289.60 for 2 days of full trimming from sidewalks, 2 tree removals. Family Tree Care- 4 different bids: (1) Needed Now- tree removals, limb up along sidewalk, stump grinding- \$6,893.75 (2) tree trimming in park & along Fairwood- \$4,632.60 (3) tree trimming along Browns Point \$4,246.55 (4) tree trimming in gated area \$2,978.10		
2/24/2021	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	It can be limited to 2 hours for re-write, additional 1 hour for edits, 2 hours for mailing= approx \$700	Board has example	
4/2/2021 NEW DAMAGES REPORTED- 9/19/2021	New playchips and playground update	Request for playchips to be added for safety and borders replaced with plastic ones. 9/19/2021- One of the swing chains broke, front bumper off of fire truck. Need to have equipment inspected, repaired/replaced.	Playchips & borders bids with Board for review from Great NW and NW Playground. Stacy has contacted NW Playground for repairs of swing & fire truck.	Can have contractor that installed cameras replace chain and round off rough edges of fire truck this week- est. \$500+materials.		

ongoing	Dumpster & porta potty for construction	Lot 3823 Fairwood has had dumpster & porta potty for over a month for repairs due to a burst pipe. Need to set limit on how long things can be at the house			Stacy has emailed twice, no response. Ltr out 9/21/2021. Send another ltr 9/27, with email, regarding what is status.	
2/24/2021	Communicating with homeowners on Lot maintenance expectations	Stacy has received complaints about inspections not being fair, or lacking proof. Idea would be to send out mailer, with contact info, emails updated, community plans	Stacy & Board	Done with updated rules & regs= \$700. On own= \$350		
8/26/2021	resolution needed	Minutes from 8/27/2020 indicate Bylaws were amended by resolution, yet no resolutions on file	Board & Stacy need to write resolution	Approx \$150, as it needs to be written by operations		
8/23/2021	Complaints regarding work vans parked on street	owner has been contacted regarding CC&Rs violation of having his employees work vans parking on the street everyday. He is asking for proof and states he was told it was ok before purchasing house	Stacy & Board		Stacy has not received complaints recently	
5/27/2021	2020 Audit	Bids from JH Vandal and Newman forwarded to BOD	Stacy	Vandal- \$2,075	Vandal was sent rest of docs 9/20/2021. Had been waiting on invoice copies from previous mgmt company	
6/24/2021	Asphalt failing in gated ares	Ronald & Stacy walked gated area w/ Brian w/ Rainier, identified areas needing asphalt patching and crack sealing. Rainier verbally agreed to have crack sealing included no cost if they get bid for patching. Eagle has identified more sq. ft. needing replaced than Rainier, and states it can wait another year or two.	Stacy & BOD	Rainier- 1164 sq. ft. new asphalt, crack seal, \$8,401.71. Eagle Asphalt- 1968 sq. ft. new asphalt, 1500 linear feet crack seal, \$10,223.40. Evergreen Asphalt & Concrete-	Waiting on 3rd bid- Evergreen	