

Meeting Minutes for Tuscan Ridge HOA Business Meeting October 8, 2023

GENERAL:

1. Call to Order/Homeowners Present (Attendance Roster was completed)
 - a. Meeting was called to order at 3:04pm
 - b. Total Attendance: 16 (including HOA Boards Members)
2. Opening Statement (Tuscan Ridge HOA President)
 - a. George provided a summary of the duties of his role as president and general day to day activity.
3. Introduction of Board Members
 - a. Board members in attendance (Carisa, Secretary, Kevin, interim Treasurer, and Renae, member at large) described their volunteer assignments as board members.
4. Brief History of SID/HOA
 - a. George outlined the history of the SID and transition to the annexation over the years.
5. Treasurers Report: As of 1 October 3, 2023
 - a. 2022 Budget: \$22,627 (Dues: \$332.75), actual before expenses for 2022 (\$20,805)
 - b. 2023 Budget: \$24,888 (Dues: \$366.00), Expenses thru Sep 30, 2023 (\$16,075.95)
 - c. George & Kevin discussed details of expenses in the Financial Reports. Handouts were given and can be made available upon request.
6. 2023 Contractors:
 - a. Royal Lawns (Mowing, Sidewalk Snow Removal, Common Area Odd Jobs)
 - b. Nature's Helper Sprinkler Systems (Sprinkler System Maintenance (Platinum Plan))
 - c. Certified Arborist (Tree Maintenance)
 - d. George discussed the partnerships the HOA has with vendors who have performed general maintenance services at a reasonable cost. These services have not been bid out for the 2024 annual season.

OLD BUSINESS: Please Refer to Website Postings

NEW BUSINESS - TRANSITION TO 2024/Management Company

1. 2024 Budget. 10% Increase over 2023 (2024 Dues: \$402). Dues low for an HOA of this size and value of homes
 - a. Renae made the 1st motion, Kevin 2nd the motion.
 - b. All members approved 10% annual dues increase for 2024. This does not include building a reserve fund or hiring a management company.
2. Continued Use of Existing Contractors. 2024 Increases: Royal Lawns, \$25; Nature's Helper, \$80.00
 - a. A question was posed if bids for contractors in the coming year were bid out? Response: No. But confident that current contractors are giving the most competitive rates given historical bid assessment over the years.
3. Start Building Reserve Fund (Contingences, Storm Damage to Trees, Mailbox Replacement, Sign Repairs, Landscaping, Christmas Decorations, etc.). No Meaningful Reserve Fund to work with. A beginning annual amount of \$20 per household was discussed as a starting point for building up the reserve fund. This would be in addition to the normal collection of dues. A general discussion pertaining to increasing annual dues in an amount above the HOA board approval authority was held.
4. New Board Members – Three Responses to July 6 Letter to Homeowners – Problem Recruiting New Members

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- a. (3) HOA members expressed interested in becoming Board Members: Jeff Barnes, Shannon Garren, Andrew Sigerson
 - b. Current Board Members terms expire at the end of 2023 – Transitioning new members to the board will be determined. This is normally done at the annual meeting; however, a quorum of homeowners is required, and we never have a quorum attend. The board may make the decision to send out a ballot/proxy to vote, hire a management company, start a reserve fund, and elect board members.
5. HIRING MANAGEMENT COMPANY (George Gauger/Board Members/Larry Nyffeler). Received Three Twelve Month Bids with cost per home: \$5,500 (\$81); \$6,000 (\$88.25); \$18,000 (\$265.00). Discuss Benefits of HOA Board Assisted by Management Company.
 - a. The benefits of hiring a management company are significant for the HOA. These benefits were discussed in detail and highlighted by the president and Larry Nyffeler. A benefits list is provided. The HOA Board is composed of homeowners who have volunteered to be elected and serve on the HOA board. It has become increasingly difficult to attract homeowners to serve on our board. The current board has numerous responsibilities and functions to perform with no additional administrative or back-up support. This is a problem across the metropolitan area, and this is why HOA Management Companies have become so important in recent years. They back up the HOA board and manage all the administrative functions, making serving on the board a much easier job.
6. 2024 Dues Assessment (\$402 per household/normal operating costs) has been approved. The board will proceed with seeking additional approval from the homeowners to hire a management company and start a reserve fund. Management company (\$88.25 considered best offer) and starting a reserve fund (\$20 per household). This would bring the total dues to \$510.25 per household. This would provide professional backup management and relieve individual homeowners from serving on the board. "With approval of seventy-five percent of the Members of the Association, the Board of Directors may establish dues and/or assessments in excess of the maximums established in this Declaration." Mail out ballot to homeowners with return postage paid envelope.
7. The 2024 dues assessment will be sent out on or around December 1, 2023. This will cover the normal operations of the HOA for 2024. The HOA board is also seeking to obtain a 75% approval vote from homeowners for the purpose of hiring a management company and to start building a reserve fund. The additional costs above the annual dues will be billed separately if approved.
8. The by-laws for the HOA specify that the annual meeting be held on the second Tuesday of January (next meeting January 9, 2024). The board is considering an alternate date due to the problems of conducting a meeting on this date. Very low attendance is the normal problem. We look forward to having three new members join the board and hiring a management company for the HOA. There will be a lot going on in the next few months. Please read your emails from the HOA board. A motion was made to adjourn the meeting and it was approved at 4:20 pm.

If you have any questions, please contact a board member.