



Hidden Springs Town Council Meeting Minutes June 20, 2023

A meeting of the Hidden Springs Town Association was held in the Community Clubhouse and via Zoom on June 20, 2023, immediately following the Hidden Springs Sewer Company meeting. The following Town Council members were in attendance.

Ryan Luke
Stephanie Wright
Bradley Shafer
Garry Stanislaw

Also in attendance was the Town Manager, Lisa Ahrens.
The meeting was called to order at 7:30pm.

Dixie Milliken, Recording Secretary, was not in attendance.

There were no Cartwright Ranch residents in attendance (in-person or via Zoom).

Hidden Springs residents in attendance:

In-Person – Jennifer Stanislaw, Sharon Cauchi, John Ahrens, Jean Smith, Cornelia Shotwell, Dan Brier, Tom Woodall, Alberta Woodall, Susan Elcox, Kathryn Nelson, and Eric Schulman.

Via Zoom – Julian Overlie and David Shotwell.

Approval of Meeting Minutes from 5/23/23

Ryan L. made a motion to approve the HSTA Meeting Minutes from 5/23/23. Stephanie W. seconded the motion. All TC present unanimously voted to approve the minutes. Motion passed.

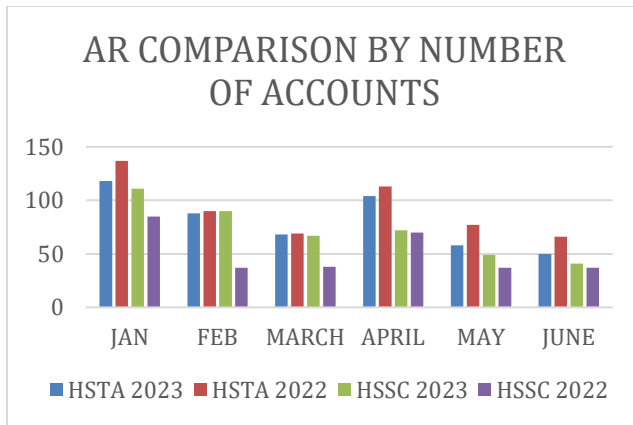
Votes conducted by email since last Town Council Meeting

There were no votes conducted by email since the last Town Council meeting.

HSTA Financial Update

Income vs. Expenses May 2023

- The Association's Income for May 2023 was \$123,134. \$16,086 higher than budget. January 1 through May 31, Actual Income is \$55,194 higher than budget.
 - The Association's Expenses for May 2023 totaled \$90,563. \$38,195 lower than budget. January 1 through May 31, Actual Expenses are \$22,545 lower than budget.
 - Areas over budget by \$500
 - **Events** – Over due to timing of expense to budget allocation
 - **Site Operations and Maintenance** – Over due to cost of additional Hopkins crew member as Scott is transitioned out of the site supervisor role, vehicle equipment maintenance and repairs and increased pest (rodent) mitigation.
 - January 1 through May 31, Net Income is \$77,739 higher than budget.
- HSTA Delinquent Accounts as of 5/31/23 total \$30,047 compared to \$34,996 last month and \$20,532 for the same time last year. Per the Town Council's request, below is an AR Comparison by number of accounts vs. dollar amount. By account, 66 were delinquent in June 2022 compared to 49 in June 2023. 30 of the 49 owe less than a full quarter comprised mostly of late fees and interest.



ACTION – Request Town Council approval to proceed with Delinquent Account process collections for accounts over \$600 (5 Accounts).

- Garry S. asked for a motion to approve the Town Manager’s request to proceed with Delinquent Account collections. Ryan L. made the motion. Brad S. seconded the motion. All TC members present unanimously voted to approve the motion. Motion passed.

NOTE: Additional Financial details are available on file in the Town Office

Bylaw Revision

- Nothing new currently. The committee will have a report for the Town Council at the next meeting.
- **NO ACTION AT THIS TIME.**

Policy 500 / Orchard Disc Golf

- Originally proposed Summer 2022 along with the Cougar Field Soccer Goals
- Ada County did not approve when submitted in 2022 as it did not meet all the provisions of the Conservation Easement, primarily highly visible from public roadways.
- The project advocates revised the proposal and shared it at the April 2023 Open Space Meeting.
- The Open Space Committee remained in support along with the Town Council and it was resubmitted to Ada County May 2023.
- Ada County gave Hidden Springs Town Association the green light to proceed 6/2/23. They sent an email and shared a letter that was being drafted. They also shared; we didn’t need to wait for the letter but could proceed.
- Based on this approval and the steps taken to date and mirroring the process followed for other Policy 500 projects, the next step is for Town Council to Approve the Donation:
 - The project advocates propose the donation of - 9 baskets, signage, posts, cement, and installation up to \$4,175.
 - The project advocates propose fund-raising to cover costs. Like with the Bike Park, an account will be set up to record contributions and HSTA can pay for or reimburse as requested.
 - Have agreed to the attached donation agreement which has been reviewed and cleared through HOA legal counsel and outlines the probationary period and parameters.
- **Manager Recommendation:** Hopkins will be installing the Soccer Goals in Cougar Field as soon as things dry out. It was agreed between project advocate and staff that for liability purposes and maintenance having it professionally installed was in the best interest of all. The projects are similar in nature with concrete and sleeves for posts, so the amenities are removeable in the off season. Would like permission to have Hopkins install for both and split costs appropriately between the groups. If cost exceeds what the Advocates have agreed to donate propose the Association cover the difference not to exceed an amount to be specified by the Town Council.

ACTION – Vote to approve the Policy 500 Orchard Disc Golf project as proposed, previously agreed to (Summer 2022) and accept the donation in accordance with the donation agreement.

- Garry S. asked for a motion to approve Policy 500 Orchard Disc Golf as proposed. Stephanie W. made the motion. Brad S. seconded the motion. All TC members present unanimously voted to approve the motion. Motion passed.

Vandalism

- There have been several acts of vandalism recently:
 - Park Bench – Graffiti
 - Community Barn – Break ins, stealing, vehicle damage to lot.
- Recent security footage was turned over to the ACSO for the break-in at the Community Barn. ACSO has asked the HOA to post images to help identify the individuals.
- **ACTION** – following brief discussion, Town Council decided not to post any photos to social media, but instead approved beginning by installing locks on the doors with the motion detector as a next step.

Manager's Report (full report available at Hidden Springs Town Association office)

CC&R Violations / June 2023

- **NO ACTION AT THIS TIME.**

CAI Board Leader Certification Course

- The Town Manager attended CAI (Community Association Institute) Board Leader Certification Course, Saturday 6/3/23 8:30am to 5:00pm
- Course Modules included:
 - Governing Documents and Roles & Responsibilities
 - Communications, Meetings and Volunteerism
 - Fundamentals of Financial Management
 - Professional Advisors and Service Providers
 - Association Rules and Conflict Resolution
- Important take-aways noted from the class:
 - Duty of Care / Duty of Loyalty / Duty to Act within Scope of Authority - Board should review Idaho Nonprofit Corporation Act Title 30 Section 30
 - Every Association has a culture, and the Board sets the culture/tone for the community.
 - Virtual suggestion box/form for website
 - Adopt a policy for what is and isn't acceptable and what gets priority for Newsletter and website.
 - Hold a homeowner forum at the start of meeting vs. Q&A at the end.
 - Have a code of conduct for meetings.
 - CC&R Enforcement Committee
 - Schedule of Fines / 1st Violation / 2nd Violation / or base on infraction
 - Compliance hearings should be private and follow due process; hearing should be fact finding to hear point of view of the alleged violator; establish a policy for compliance hearings.
 - With D&O insurance make sure employees are covered for computer hacking
- **ACTION** – Discuss and identify any next steps.

Maintenance & Repair Projects

- Pools – Replace Handrails – **COMPLETE**
- Community Barn – Replacement Refrigerator and Freezer – **COMPLETE**
- Street Light Replacement – **COMPLETE**
- Bike path - Andy's Gulch (Asphalt) – **IN PROGRESS**
- Pools – Decks at both pools need extensive repairs - **IN PROGRESS**
- South Meadow Pool – Explore adding additional parking spaces – **TABLED BY TC**
- Clubhouse Furniture – **IN PROGRESS**
- Community Barn – Storage system for tables and chairs – **IN PROGRESS**
- Community Barn – Wood ramp and rail rotting and falling apart. Safety concerns - OnPoint (Tad Duby) can tear out, remove, and replace (same lumber, dimensions, and grade), reusing existing metal safety rail. Can do the work in late August or early September. The bid is for \$5,800 and does not include painting. Tad did a great job on the stairs and the parcel locker cabinet in the mail room – **TC APPROVED**

- Additional Parcel Boxes for Mail Room – **IN PROGRESS**
- Street Light Painting – **ON HOLD**
- Removal and relocation of landscape boulders in Open Space next to 12233 N Humphreys Way to allow for better upkeep of the area. – **IN PROGRESS**
- Add landscape boulders to the corner of Upper Ridge at Schick’s to cover metal pipe left over from old signage – **IN PROGRESS**
- Picket Fences at Village and East Ridge Play Parks - **IN PROGRESS**
- 12th Avenue Tree and Turf Replacement - **IN PROGRESS**
- Hidden Springs Drive Maple Tree Replacement – **IN PROGRESS**
- Humphreys Way Pear Tree Replacement – **IN PROGRESS**
- Poplar Creek Maple Tree Replacement – **IN PROGRESS**
- South Meadow Pool Trash Enclosure for Trash Carts – **IN PROGRESS**
- Entrance - Stone edging constantly being damaged by cars and trucks entering the community - **DIRECTION FROM TC**
 - Installing curb and gutter \$6,638 and requires ACHD approval and permit.
 - Would like to approach Breckon Landscape for a refresh that also allows for better visibility at the entrance particularly with the crosswalks and busy commercial area.
 - Town Council to advise on the next steps.
- Parks – Diseased Trees - **IN PROGRESS**
- Clubhouse Restrooms - Exhaust fans were never installed in restrooms.
- Open Space Restoration behind 5115 and 5133 W Parsons.
- Phase 8 common spaces and hillsides
 - Charlie Baun, ECS to look at the areas hydroseeded by Syman in 2019.
 - Residents are complaining that the area is not cared for like other areas in the community.
 - The Association maintains the area the same as other non-watered natural areas in the community, mowing a couple times per season and spraying for noxious weeds.
 - Shared with the residents that if they want “green space” or watered common area that isn’t possible in Phase 8 given the pressurized irrigation system was never designed to deliver water to this Phase.
 - Upon receipt, the proposal and request for approval will be sent to the TC.
- **ACTION** – Discuss and determine any action to be taken on the following items:
 - South Meadow Pool – Explore adding additional parking spaces – **TABLED BY TC**
 - Entrance - Stone edging constantly being damaged by cars and trucks entering the community / Approach Breckon Landscape for a refresh that also allows for better visibility at the entrance particularly with the crosswalks and busy commercial area – On Hold until after meeting with ACHD and Eagle Fire.
- **ACTION** – The Town Manager requested approval to proceed with replacing the wood ramp and rail rotting and falling apart at the Community Barn in September/October. Construction bid is \$5,800 and painting bid pending.
 - Garry asked for a motion to approve. Ryan L. made a motion to approve. Stephanie W. seconded the motion. All TC members present unanimously voted to approve. Motion passed.

Resident Requests and Other Follow up Items

- Letter sent to USPS regarding clarification of parcel delivery.
- ACHD looking into the removal of No Parking Signs
- ACHD does not allow and will not allow residents to paint the curbs red for no parking or with address.
- Addresses can be painted on curbs by a licensed and approved ACHD contractor.
- Hidden Springs Drive is on the list for a solar powered flasher speed limit sign.
- Meeting with ACHD and Eagle fire to discuss speeding and safety at entrance.
- Residents requesting solar powered lights on Switchback trail for safety of kids that use it to walk to school.

Unfinished Business/New Business

Resident Susan Elcox raised an issue regarding the damaged/unsightly parkway landscaping near Hidden Springs and 12th, and asked what could be done about it, and when could it be corrected. Susan asked if this type of maintenance issue could be included in the next landscaping contract.

After a brief discussion and understanding these maintenance issues are a “time and materials” cost, TC approved moving forward with obtaining competitive bids from multiple landscape firms to repair the irrigation, till the soil, install sod/turf, and plant trees.

Questions and Answers

Q: As a homeowner, where we are hitting our heads on branches and twigs when we’re walking down the sidewalk, can we just clip those back ourselves?

A: Yes, of course. No one will give you a hard time for doing that. Or send a picture to the Town Manager and we can get Hopkins to take care of that fast.

Q: Along the same line of thinking, if a resident’s house backs onto open space where trees in the open space are beginning to get too close to a house, can the resident take their clippers and clip them back as a fire-wise measure?

A: No, we’d prefer you don’t prune trees in open space. If permission were to be given to one homeowner, everyone would want to start clipping the trees themselves. We’ll have Hopkins look at the area along Parson’s Trail to take care of this issue.

Q: I met a woman this week that runs the flower farm across Dry Creek, and she says she has some connection to our Community Farm? Her name is Lindsay. What is her role on our Community Farm?

A: Lindsay is our Community Farm consultant.

Adjournment

The public HSTA portion of the meeting was adjourned by Garry S. at 8:30pm.

Respectfully submitted,

Dixie Milliken 08 / 02 / 2023

Dixie Milliken, Recording Secretary (prepared by Garry Stanislaw, for Dixie Milliken)

Approved,

 08 / 02 / 2023

Garry Stanislaw, President

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08 / 02 / 2023

22:36:25 UTC

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