



Hidden Springs Town Council Meeting Minutes January 30, 2024

A public meeting of the Hidden Springs Town Council (HSTC) was held in the Hidden Springs Clubhouse on January 30, 2024, at 7:00 pm for residents of Hidden Springs. The following Hidden Springs Town Council (TC) members were in attendance:

- Garry Stanislaw, President
- Stephanie Wright, Treasurer
 - In attendance for Treasurer's Report and appointment of new council, left at 7:45pm.
- Dixie Milliken, Recording Secretary

And to be appointed Town Council candidates:

- Melissa J. Christian
- Tim Corcoran
- Cliff Cramp
- Ann Goodwin
- Renae Zimmer

Also, in attendance was:

- Lisa Ahrens, Hidden Springs Town Association (HSTA) Town Manager

Hidden Springs residents in attendance were:

- Ken Winer
- Laura Cramp
- Jennifer Stanislaw
- Bill Beattie
- Linda Corcoran
- Douglas & Pamela Patchin

Cartwright Ranch Town Council/Resident in attendance was:

- Sherry Carter, as Representative from the Cartwright Ranch Town Council

Attending via Zoom were:

- Carol Cronin Kriz
- Juliann Overlie
- Laura Petranek

The meeting was called to order at 7:23pm.

Approval of Meeting Minutes

- Stephanie W. made a motion to approve the HSTA TC Meeting Minutes. Dixie M. seconded the motion. All TC members unanimously voted to approve the minutes. Motion passed.
- A second motion was made by Garry S. to approve the HSTA TC Annual Meeting Minutes. Dixie M. seconded the motion. All TC members unanimously voted to approve the minutes. Motion passed.

Votes conducted by email since last TCM and now recorded in the Meeting Minutes.

- 12/14/23 – Town Council unanimously approved the 2024 Farm Consultant Agreement with Whistle Pig Farm with no cost increase to the association. Input from the Farm Leadership Team was considered and approved by Whistle Pig Farm prior to submitting to the Town Council.
- 1/17/24 – Town Council unanimously approved Thrive Web Designs Agreement to provide website support at a cost of \$125 a month.
 - **History & Why** - HSTA staff was notified that the current developers hired could no longer provide ongoing support. Originally, they had offered monthly support at \$250 and creative services and consulting at \$125 a month. One of the developers is now working 3 jobs and the other has taken a full-time job with benefits. Neither are able to provide support. They identified a couple of website companies that could provide support, Thrive and Boise Web. After meeting with both, our developers recommended Thrive. Staff met with Thrive and found them enthusiastic, responsive and already able to provide solutions to a couple of the issues noted below. Staff consulted with contacts in the industry who shared \$125 a month is a fair and competitive fee. The other company charges by the hour without a package. For comparison, the Association was spending \$250 a month for the old website with Neoreef before ending that agreement in April 2023.
 - **Cost Considerations** - The 2024 budget was built on fees paid in 2023 and the Association allocated \$1800 for the year. The fees were from Kinsta (Wordpress host) and Klaviyo (communication plugin) which totaled \$65 a month plus funds for edits, issues etc. The developer provided some support in 2023 at minimal to no charge. With the Thrive service, at \$190 a month (\$65 + \$125) on average the anticipated maintenance cost is \$2,280 for the year which is \$480 more than budgeted for the year. There will be additional cost to address the issues noted below. Once the agreement is signed, Thrive will have a team member take a look and provide an estimate. The budget in 2023 was \$4,698. 2023 actual was \$2,775 and the Town Manager anticipates we will end 2024 closer to the 2023 actual.
 - **Login** – When residents login they land on their account page which has been confusing for many.
 - **User Accounts / Passwords** – A few users have had issues with updating or changing their password.
 - **User Accounts / Newsletters and Text Messaging** - Also many are not signing up for the Newsletter or text messaging. They think when they register, they are done.
 - **Community Calendar** – Brand the Timely calendar to the site.
- There was no further discussion.

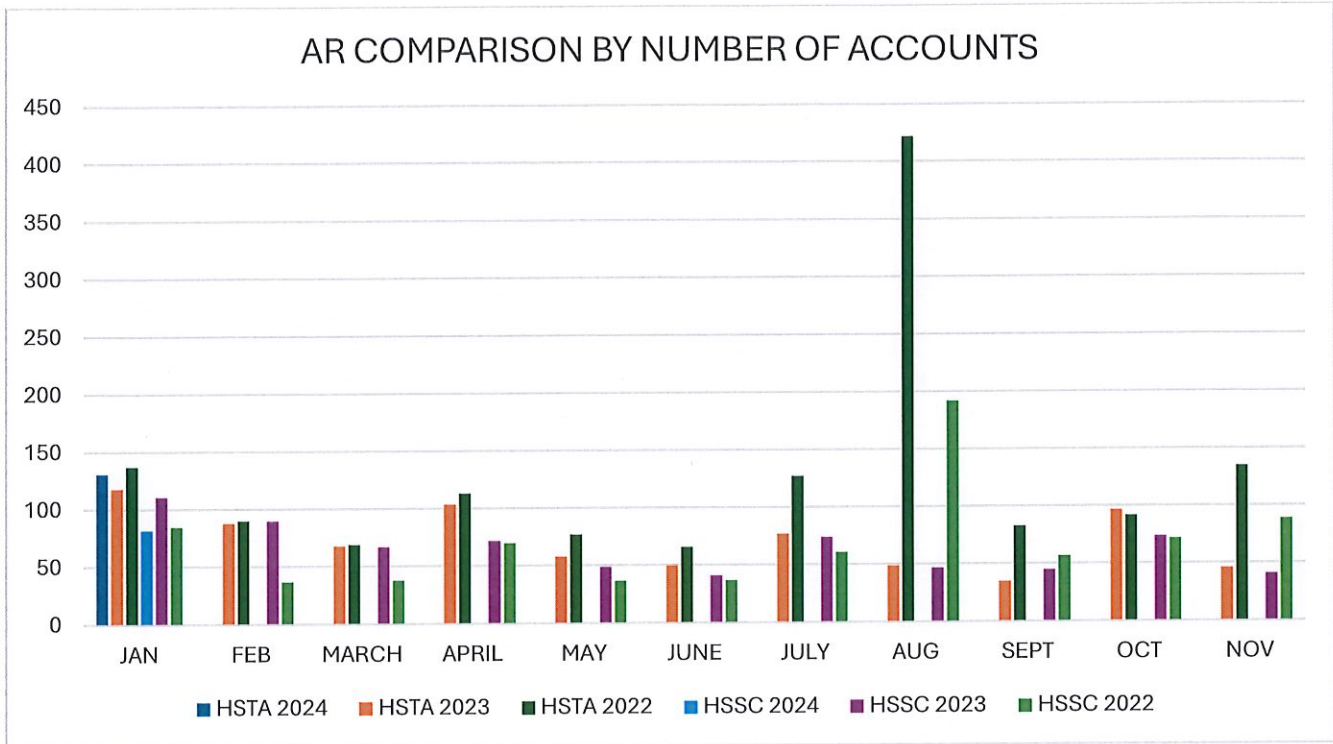
Treasurers Report and Financial Update

- Treasurers Report
- Financial Update:
 - YTD 2023 financials received and reviewed through December. Budget is finalized and approved.
 - Operating account balances for HSTA have been reviewed. Added some new CD's for earning 5.50% interest.
 - HOA \$343 vs \$328.50

Asset Accounts	Description	December-23	November-23	MoM 2023	December-22	November-22	MoM 2022	YoY Oct
Hidden Springs Town Association								
Operating	CIT Checking 0780	465,043	335,794	38%	474,602	158,997	198%	-2%
Reserves	CIT Reserve 6970	182,572	89,191	105%	169,424	169,632	0%	8%
Investment	Idaho Trust MM 4019	208,257	207,844	0%	204,633	204,628	0%	2%
Investment	Raymond James 6207	77,967	77,011	1%	75,118	274,225	-73%	4%
Investment	CD's *see balance sheet	799,000	799,000	0%	775,461	567,163	37%	3%
		\$ 1,732,838	\$ 1,508,840	15%	\$ 1,699,238	\$ 1,374,644	24%	2%

- Income vs. Expenses November 2023
 - The Association's Income for November 2023 was \$107,192. \$2,169 higher than budgeted for the month. YTD, Actual Income is \$138,049 higher than planned due to more income from set up fees, transfer fees, late fees, facility rentals and investment interest.
 - The Association's Operational Expenses for November 2023 totaled \$113,510. \$14,534 higher than budgeted with Administration over due to higher than planned Legal fees, taxes and printing/postage fees; Open Space over due to weed mitigation, irrigation expenses, vehicle and equipment maintenance, additional mowing and GIS property and trail mapping; Site Operations and Maintenance over due to Hopkins taking over Site Supers duties and increased water, power, gas and trash costs. YTD expenses are over budget \$6,969.
 - YTD, Net Income is \$101,435 higher than budget.
- Income vs. Expenses December 2023
 - The Association's Income for December 2023 was \$106,055. \$1,314 higher than budgeted for the month. YTD, Actual Income is \$139,363 higher than planned due to more income from set up fees, transfer fees, late fees, facility rentals and investment interest.
 - The Association's Operational Expenses for December 2023 totaled \$99,519. \$9,639 higher than budgeted. Areas with increased costs are noted above and apply for December. YTD expenses are over budget \$6,969.
 - YTD, Net Income is \$91,669 higher than budget.

- HSTA Delinquent Accounts as of 1/28/24 total \$48,874 (131 Accounts) compared to \$20,584.02 (46 accounts) at the end of November. The outstanding AR balance as of 1/12/23 was \$92,735 (119 accounts).



- Town Council approved sending accounts over \$1000 to attorney for collections per Policy 210 after final notices are sent and payment plan is offered.

2024 Town Council Director appointments / 2023 Town Council Director resignations

- 284 votes were received from members. For comparison, 130 voted in 2022, 123 voted in 2021, 202 voted in 2020, 97 voted in 2019 and 118 voted in 2018:

Melissa J. Christian – 197	Ann Goodwin – 239
Tim Corcoran – 239	Joel Peterson – 94
Cliff Cramp – 245	Renae Zimmer – 228
- Joel Peterson withdrew his name 12/3/2023 via email. This came after voting instructions and proxy materials had been mailed to all members.
- Garry S. made a motion to appoint the 2024 Town Council. Dixie M. seconded the motion. All TC members unanimously voted to appoint the 2024 Town Council. Motion passed. Garry Stanislaw, the out-going president, signed the Code of Conduct and Conflict of Interest statements. Cliff C. made a motion to elect Tim Corcoran as Town Council President. Renae Z. seconded the motion. The 2024 Town Council president, Tim Corcoran, signed the Code of Conduct and Conflict of Interest statements as well. The 2023 Town Council tendered their resignation.

Officer Elections and Financial Signing Authority

- Tim C. made a motion to elect Cliff Cramp as Vice President, Renae Zimmer as Secretary, Melissa Christian as Treasurer, and Ann Goodwin as member at large. Renae Z. seconded the motion. All TC members unanimously voted to approve. Motion passed.

- Signing authority with the financial institutions HSTA currently does business with (CIT, Idaho Trust, First Interstate, and Raymond James) is granted to Melissa Christian (Treasurer), Tim Corcoran (President), and Cliff Cramp (Vice-President).
 - CIT – Operating Accounts
 - Idaho Trust – Investment Account
 - First Interstate – Investment Account
 - Raymond James – Investment Accounts

Hidden Springs Swim Club

- Laura Petranek, Swim Club Chairperson, provided an update on 2023 Club activities and plans for 2024.
 - The Swim Club is its own non-profit.
 - Swim Club has been a part of the community culture and lifestyle for 18 years and a “loved” aspect to summer life in Hidden Springs. There was a strong negative response from Association members in 2022 when the Swim Club Board couldn’t find a coach and suspended the program for the season.
 - The Association has historically not charged the Club for use of the pool as swimmers are residents in the community and the residents already pay for this amenity.
 - South Meadow Pool has always been closed for Swim Team for the months of June and July, Monday through Friday since 2006. The kids practice from 9 to Noon.
 - Other swim time impacts to residents include a Saturday swim meet or two and an end of season awards party on the last Friday.
 - The Clubhouse pool remains Open Swim during the days and times noted so members who are not part of swim team have a pool to enjoy.
 - Last year, the Swim Club obtained approval from the Town Council to allow Cartwright Ranch families to participate. if there was space available following registration of Hidden Springs Town Association members. Cartwright Ranch was charged a higher fee with the difference paid to the Association to help offset daily operational expenses of the pool. There were 22 Cartwright Ranch Swimmers.
 - HOA assessments go towards daily operational expenses to maintain the pools, repairs and a contribution to reserves for future large-scale repairs like replaster, resurfacing the decks etc. Of the \$1,372 Annual Assessment, roughly \$90 a year is each lot’s contribution for daily operational expenses to maintain the pools and repairs under \$5K. \$181.60 is each member’s annual contribution to community reserves which includes large scale repairs (over \$5K) to all community owned assets not just the pools. Breaking down the \$90 to a day rate, \$90 divided by 2 = \$45 per pool. Divided by 120 days (average swim season) = \$.38 per day. Swim Club uses 1 pool for 40 days. Roughly \$15.2 per Cartwright Ranch Swimmer. Last year the Association was reimbursed \$15.00 per swimmer.
 - If Town Council approves the request to allow Cartwright Ranch to participate, the per swimmer amount should be increased to at least \$16 per swimmer based on a 5-day a week program.
- Tim C. made a motion to allow CRTA to participate in HS Swim Club at the “minimally based amount for their participation,” estimated at \$15 per swimmer based on a 4-day a week program for 2024. The identified charge per swimmer charge is to be paid by Hidden Springs Swim Club to Hidden Springs Town Association. Renae Z. seconded the motion. All TC members unanimously voted to approve. Motion passed.

Committee Member Appointment

- Cliff C. made a motion to appoint Chuck Vertrees as Open Space Committee Chairperson and Kahle Becker, Dave Irving, William Junk, Kim Lyons, Clint McCaleb, Eddy Petranek, Cornelia Shotwell and Tae Swoboda as appointed members of the Open Space Committee. Ann G. seconded the motion. All TC members unanimously voted to approve. Motion passed.
 - Open Space Meetings are open to everyone in the community and held the first Tuesday of every month from 6-7pm at the Clubhouse. The appointed members vote on recommendations to the Town Council for their consideration.
- Tim C. made a motion to appoint Sharon Cauchi and Jennifer Stanislaw as Co-Chairpersons with the understanding that there will be additional leadership team members identified and an amended charter submitted later. Renae Z. seconded the motion. All TC members voted unanimously to approve. Motion passed.

Cell Tower Lease / Landmark Proposal

- Currently the Association has a lease with SBA for land that their cell tower is installed on.
- This was assigned to the Association when the Developer turned over the community.
- The current Term is through October 31, 2031.
- Current annual income is \$23,448 and this increases 3% a year / roughly \$221,262 for the remainder.
- SBA would like to renew for another 30-year term with renewal every 5 years and a 3% annual increase or has offered a buy-out of \$370,000 / term not defined.
- Landmark has offered:
 - \$225,000- Lump Sum Purchase – 15 Year Term
 - \$395,000- Lump Sum Purchase – 35 Year Term
 - \$430,000- Lump Sum Purchase – 50 Year Term
- Previous Town Councils have declined the buy-outs opting for the income which over the proposed terms would be significantly higher.
- Things to consider:
 - Annual rental income offsets HOA fees. Eliminating it as annual income impacts the HOA fee.
 - Any lump sum should be invested and added to reserves. This would slow increases or required contributions to reserves based on recommended balances per the reserve study.
 - From 2006 – 2031 the income with increases was estimated by Givens Pursley as \$468,948 and from 2006 – 2046 as \$1,055,200. Significantly more than what is being offered.
- Tim C. made a motion to postpone this item for 30 days so the incoming board can research information regarding this. Cliff C. seconded the motion to postpone this item and revisit in 30 days. All TC members unanimously voted to postpone this item for 30 days. Motion passed.

MANAGER'S REPORT

CC&R Violations

- Pam is conducting inspections and will have an update next month.

Maintenance & Repair Projects

- Pools – Decks at both pools are in need of extensive repairs - IN PROGRESS
 - Will follow up with contractors later this year/early spring now that the pools are covered for the season.

- Merc/Village Green Parking Lot – Working on Striping, One Way Arrows and signage – IN PROGRESS
- Hidden Springs Dr. Crosswalk at Village Green ACHD striping and install of crossing flags – IN PROGRESS
- Other Crosswalks - Per the last meeting residents would like more information on cost and responsibility to keep paver crosswalks – IN PROGRESS
- Clubhouse AV Update – COMPLETE
 - ***Follow up on AV equipment not functioning***
- Clubhouse Furniture – IN PROGRESS
- Clubhouse Range/Oven – IN PROGRESS
 - ID Gas shut off the gas to the range/stove at the clubhouse due to gas leaking from the pilots. Parts are no longer available. Replacement identified and ordered with anticipated install in April.
- Fitness Center – Replacement Equipment – IN PROGRESS
- Community Barn – Storage system for tables and chairs – IN PROGRESS
- Bathroom Counter Tops Clubhouse and South Meadow Pool (3 tops) – COMPLETE
- Additional Parcel Lockers in Mail Room – USPS locks delivery and installation. - IN PROGRESS
- Pool Gates – Working with Meridian Fence and Peak Alarm to new gate design will connect with Access Control system – IN PROGRESS
- Entrance and Village Green Landscape Refresh – IN PROGRESS
 - Researching options / working with Breckon Landscape who is preparing Xeriscape guidelines
 - Installing curb and gutter \$6,638 and requires ACHD approval and permit.
 - Refresh to create better visibility at the entrance particularly with the crosswalks and busy commercial area.
- Open Space Restoration behind 5115 and 5133 W Parsons – IN PROGRESS
 - The riparian bank has eroded and is overgrown with invasive shrubs and weeds.
 - Charlie Baun, ECS came out and proposed some restoration work to build up the bank and plant with native grasses which will be easier to maintain on an annual basis to keep invasive species from taking over the resident's yards.
 - Upon receipt, the proposal and request for approval will be sent to the TC.

Unfinished or New Business

- None

Questions?

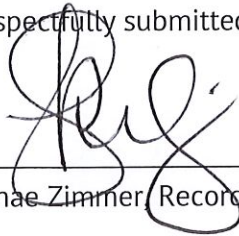
- Is the oven going to be replaced with a gas or electric oven? (Homeowner)
 - Gas (Lisa A.)
- Why not electric? This is the third oven that has been replaced with a gas oven. (Second HO)
 - Really? (Lisa A.)
 - Yes, with the first oven there was the scent of gas in here all the time.
 - Do you know when they replaced it? (Lisa A.)
 - No, I don't. But I think this is the third gas oven.
 - Were those all, commercial gas ovens? (Garry S.)
 - I don't know but this is the third one so, there's always a gas smell in here.
 - The new one is a Bosch so we're hoping this solves the problem. (Garry S.)
 - We didn't get a commercial, we got a different one, we can change out the hood but I don't know that we can change to electric. I will check but the order has already been placed. In 10 years that's the only one that's been here so I thought that was the original oven. (Lisa A.)

- o No. That's the second one.
- o Ok (Lisa A.)

Adjournment

The meeting was adjourned by T. Corcoran at 8:14 p.m.

Respectfully submitted,



Renae Zimmer, Recording Secretary

Approved,



Tim Corcoran, President