

***The Tumble Creek Village Association***  
**Board of Directors Regular Meeting**  
**Monday, October 23, 2023, 9:00 am**  
**141 Firehouse Road – Conference Room**  
**And Remote via Teams**  
***Minutes***

Call to Order

The meeting was called to order at 9:00 am by President Mark Thorne.

Verification of Quorum and Meeting Attendance

A quorum was present with the following Directors in attendance: Mark Thorne - President; Jared Jeffries - Vice-President, - Bruce Morrison – Secretary/Treasurer.

Other attendees: Management: Edward Simpkins – Director of Community Associations; Kelly Town – Compliance Specialist; Jennifer Kramer - Director of Design Review & Residential Construction, Lonny Butler – Community Manager, Kelsey Greene-Design Review Assistant; Katie Daniels, Administrative Assistant; Gary Kittleson-VP, Finance Director, Annalisa Johnson-CFO, Mark Rhoton, Construction Compliance Inspector, Derek Coffinger- Allied Universal

Owners – Susan Cragin, Dave and Carol Anderson, Brad Gray, Mike Butine, and Werner Leibrandt

Owner’s Forum

No owner questions were submitted.

Approval of Minutes

The Board approved the Minutes of the Regular Open Board Meeting of July 24, 2023.

Treasurer’s Report

At Annalisa Johnson's suggestion, the Board passed over the Treasurer's Report due to time constraints.

Management Report

The Management Report was presented by Jennifer Kramer, Kelsey Greene, Lonny Butler, Kelly Town, and Mark Rhoton. A copy of the report accompanies these minutes.

Board Member Comments: Community Compliance: Security patrol will not be used for DRC compliance moving forward; Edward is to ensure Allied is aware of this directive.

Community Services; moving forward, please track incident data separately for TCVA.

Committee Reports

Design Review Committee –Jennifer Kramer presented the Design Review Report. A copy of the report accompanies these minutes.

Board Member Comments: DRC data on home construction; please add the number of available lots versus lots sold (to private owners and developers).

Tumble Creek Owner Advisory Committee- Bruce Morrison gave an update on the Advisory Committee meeting that was held on Thursday, October 19<sup>th</sup>. The Owners Q& A is scheduled for the 1<sup>st</sup> Sat. in June.

Board Member Comments: Installation of "Golf Carts on Road" warning sign on Tumble Creek Drive westbound, right before Ruby King, near the current pedestrian crosswalk warning sign.

Cabins Neighborhood Committee- No report was submitted.

## New Business

1. Annalisa Johnson presented the 2024 TCVA operating budget, assessment levels, and reserve study. The Board adopted the 2024 budget. Annalisa presented a Management Company Update and introduced Edward Simpkins as the new Director of Community Associations.

Board Member Comments: General Reserves: 2024 may potentially be adjusted when the long-term budget is updated. For example, road maintenance may be postponed due to limited traffic versus the initial budget.

Board Member Comments: 2024 Operating Budget: there is \$15K in 2023 costs and another amount in the 2024 budget for R&M Gates. Determine whether these should actually be considered Capital items.

2. The Board approved an increase to the DRC Damage and Compliance Deposit from \$10,000 to \$20,000. In addition, Builders will be required to retain a bond for \$10,000. This is to ensure that Owners and Builders comply with the Guideline requirements.
3. The Board ratified the previous amendment to snow removal hourly rates established in the 2022-2024 TCVA snow removal service agreement with Gibson and Sons Road Building.

Board Member Comments: Snow Removal Amendment needs to add language that GPS devices will be added to all equipment and the data shared with Suncadia management for analysis. And snow removal routes will be agreed to between the parties in advance of the 2023-2024 snow season based on the different types of forecasted issues and storms (ice storm vs snow storm). Management will follow up on this. It was recommended that SMC form a committee. HOA may have financial opportunities for equipment. Questions: how will equipment on-site repairs be performed? Is this tax favorable?

4. The Board postponed the review, discussion, and action upon the 2024-2026 Snow Removal Agreement with Gibson & Son Road Building.
5. The Board approved a change in interest/late fee dates to the 25<sup>th</sup> of the month from the 30<sup>th</sup> of the month to align with other associations

## Unfinished Business

Mark Thorne will follow up with the development team and legal counsel regarding a private owner's 35-acre plat on Jenkins Drive and the right to subdivide parcels. Also questioned were access rights and whether they could further divide. The Board recommends opposing the subdivision. It was also suggested that the Developer of Suncadia should see if the 35 acres could be purchased.

The previous Open House Sign Policy discussion with Jamee Smith was tabled and will be done outside of the board meeting.

## Executive Session – None

## Owners Forum

Bruce Morrison expressed appreciation to Annalisa, the Team, and the Advisory Committee. It was a much better transparent process than in past years. He had additional budget questions for Annalisa, which she answered.

## Adjournment

The open board meeting ended at 10:35 am.

## **Submitted:**

Bruce Morrison

Nov 1, 2023

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**Secretary – Bruce Morrison**

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**Date**

## October 2023 – SROA Mgt. Report

<b>Design Review &amp; Jennifer K Projects</b>	<ul style="list-style-type: none"> <li>• 19-New Preliminary Designs</li> <li>• 3-Pre-Design meetings</li> <li>• 12- Pre-Construction Meetings</li> <li>• 36-New construction starts</li> <li>• Weekly community tour to review construction, landscaping, and compliance.</li> <li>• Onsite meetings with owners</li> <li>• Ongoing owner/ builder/ architect communication</li> <li>• Misc. projects – compliance and construction issues.</li> <li>• Have retained 2 New Design Review Committee Members</li> <li>• 1<sup>st</sup> 4 construction starts at Nelson Lakes</li> <li>•</li> </ul>
<b>Design Review &amp; Kelsey Projects</b>	<ul style="list-style-type: none"> <li>• 25 recent reviews of the Color Board and all materials selected during the final design phase.</li> <li>• 10 Onsite Mockups to finalize approval of materials during the framing stage.</li> <li>• Onsite meetings with owners regarding landscaping and projects starting this spring.</li> <li>• Finishing the Cabins at the Farm. They are starting to sign off on homes and streets. Had our onsite walk with the committee.</li> <li>• Committee walked the landscape of Trailhead 2</li> </ul>
<b>Community Operations &amp; Projects Grounds Maintenance &amp; Parks -</b>	<ul style="list-style-type: none"> <li>• Noxious Weeds Sprayed along rights-of-way.</li> <li>• Sight distance cleared on all intersections.</li> <li>• Streetlights all repaired.</li> <li>• Street sweeping completed.</li> <li>• Street signs replaced – more planned.</li> <li>• Seal coating completed at Prospectors Reach, Birch Court, Spirea Court, and Goldenrod Court.</li> </ul>
<b>Community Compliance and Standards – Kelly</b>	<p><b>Total Violation Notifications 7/12/2023 – 10/4/2023 – 201 Courtesy Notifications, 35 Fines</b></p> <ul style="list-style-type: none"> <li>• 77 Parking courtesy notifications, 27 parking fines.</li> <li>• 11 Noise Disturbance, 4 noise disturbance fines</li> <li>• 12 Portable Sports Structure, 8 weekly fines</li> <li>• 13 Visible trash containers (non-collection day)</li> <li>• 9 Mowing</li> <li>• 6 Outside storage</li> <li>• 5 Speeding and/or reckless driving</li> <li>• 2 Address Marker, 1 Fine</li> <li>• 1 Offensive or unlawful activities, 2 Fines</li> <li>• 3 Exterior Lighting</li> <li>• 2 Satellite</li> <li>• 2 Signage &amp; Solicitation</li> <li>• 1 Landscaping – Failure to maintain grounds.</li> <li>• 1 Unapproved construction or Landscaping</li> <li>• 14 Unscreened hot tubs (This quarter) <b>126 Total: (99 compliant, 27 pending)</b></li> <li>• 26 Unscreened AC equipment &amp; generators (This quarter) <b>95 Total: (58 compliant, 37 pending)</b></li> </ul>

## October 2023 – SROA Mgt. Report

<b>Construction &amp; Compliance</b>  <b>Mark</b>	<ul style="list-style-type: none"> <li>• Daily Final Observations and Re-Inspections to close out builds.</li> <li>• Enforcing job site cleanliness - parking -</li> <li>• Enforcing that silt fencing is erected around all homes under construction after backfilling,</li> <li>• Working on a new Volunteer Builder Safety Program.</li> <li>• Checking that construction signs and emergency contact information is on each jobsite.</li> <li>• Word out to prepare job sites for the rain season – grade lots – slopes, run offs.</li> <li>• Implementing a new Construction Violation process</li> </ul>
<b>Owner Communications</b>  <b>Kelsey Greene, M Bennett</b>	<ul style="list-style-type: none"> <li>• Weekly updates and owner bulletins are emailed each week</li> <li>• Updates to the Community Associations website are completed weekly to refresh official announcements (Board meetings and agendas)</li> </ul>
<b>Community Patrol Services</b>  <b>Derek - Paul</b>	<ul style="list-style-type: none"> <li>• Both patrol vehicles delivered and are in service</li> <li>• All employees are completely up to date with Allied Universal training</li> <li>• All 704 hours per week are fully hired for</li> <li>• Officers reported 6,221 events &amp; 50 incidents for the 3rd QTR</li> </ul>

Suncadia Custom Homes								Division	Grand
Status	1	2	3	4	6	15	13B	Total	
Prelim Design	4	1	1					6	
Final Design	5	2	2	2			1	12	
Construction Monitoring	25	8	11	12	2	4	2	64	
Complete	167	122	116	82	34	1	5	527	
<b>Grand Total</b>	<b>201</b>	<b>133</b>	<b>130</b>	<b>96</b>	<b>36</b>	<b>5</b>	<b>8</b>	<b>609</b>	

Suncadia Build Parcels							Division	Grand
Status	5(PR)	7	10(Black Nugget)	15	Talisman	TH	9	Total
Construction Monitoring				4		6		10
Complete	85	24	37	1	31	8	24	210
<b>Grand Total</b>	<b>85</b>	<b>24</b>	<b>37</b>	<b>5</b>	<b>31</b>	<b>14</b>	<b>24</b>	<b>220</b>

Tumble Creek													Division	Grand			
Status	1	2	3	4	5	6	7	8	9	14	15	16	11	12	17	5	Total
Prelim Design							1				2	2					5
Pre-Design									1		3				1		5
Final Design		1				1		2	1	1	2	6					14
Construction Monitoring		6	1	2		2	3	3	9	4	20	16		6	3	1	76
Complete	8	23	17	5	12	18	24	4	27	1	10	6	21	12			188
<b>Grand Total</b>	<b>8</b>	<b>30</b>	<b>18</b>	<b>7</b>	<b>12</b>	<b>21</b>	<b>28</b>	<b>9</b>	<b>38</b>	<b>6</b>	<b>37</b>	<b>30</b>	<b>21</b>	<b>18</b>	<b>4</b>	<b>1</b>	<b>288</b>

Nelson Preserve										Division	Grand
Status	2	RR	RR P2	PP P2	Cabins	1	1	6	7	Total	
Prelim Design		2	2				1	4		9	
Pre-Design	1									1	
Final Design		1	1			1	1	3		7	
Construction Monitoring	9	10	19			7	5	7	6	63	
Complete	40	21	25	1	39	3	2	4		135	
<b>Grand Total</b>	<b>50</b>	<b>34</b>	<b>47</b>	<b>1</b>	<b>39</b>	<b>11</b>	<b>9</b>	<b>18</b>	<b>6</b>	<b>215</b>	

Summary	Suncadia Custom Homes	Suncadia Builder Parcels	Tumble Creek	Nelson Preserve	Condos	Total
Prelim Design	6	0	5	9		20
Pre-Design	0	0	5	1		6
Final Design	12	0	14	7		33
Construction Monitoring	64	10	76	63	32	245
Complete	527	210	188	135		1060
Condominiums					255	255
<b>Total</b>	<b>609</b>	<b>220</b>	<b>288</b>	<b>215</b>	<b>287</b>	<b>1619</b>

**Signature:** Bruce Morrison  
Bruce Morrison (Nov 1, 2023 17:15 PDT)

**Email:** bmorrison360@gmail.com

# TCVA.Minutes.10.23.2023.Final JK

Final Audit Report

2023-11-02

Created:	2023-11-01
By:	Jennifer Kramer (jkramer@suncadia.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAfnhCn7GU4Fnll8ASpzg848mNUT8IFGx2


## "TCVA.Minutes.10.23.2023.Final JK" History

 Document created by Jennifer Kramer (jkramer@suncadia.com)

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 Document emailed to bmorrison360@gmail.com for signature


2023-11-01 - 11:16:27 PM GMT

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2023-11-02 - 0:14:27 AM GMT- IP address: 66.170.191.36

 Signer bmorrison360@gmail.com entered name at signing as Bruce Morrison

2023-11-02 - 0:15:32 AM GMT- IP address: 66.170.191.36

 Document e-signed by Bruce Morrison (bmorrison360@gmail.com)

Signature Date: 2023-11-02 - 0:15:34 AM GMT - Time Source: server- IP address: 66.170.191.36

 Agreement completed.

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