

TUSCAWILLA HILLS CITIZENS ASSOCIATION
Quarterly Board Meeting
Tuesday, July 5, 2011, at 7pm
Jefferson County Board of Education Office, 110 Mordington Ave., Charles Town

Board members in attendance: Steve Thompson, Gary Kable, Bob Tansill, Phil Larcomb and Christi Stevens

Others in attendance: Renee Hall, PMP

With official quorum, Gary Kable called the meeting to order at 7:08 pm.

General Community Issues: No homeowners were present. Jane Arnett & Butch Goff, Charles Town Utility Board. John Cool, RK&K. Hoy Singleton, Lawyer for Utility Board. Mike Hanna, Black & Veatch (Engineers).

Association Business Meeting:

Gary Kable requested a motion to approve the agenda for tonight's meeting. Phil Larcomb made the motion; it was seconded by Bob Tansill and, after a vote was taken, the motion carried unanimously.

Gary Kable made a motion to approve the minutes from the April 3rd, April 11th and May 16th meetings; it was seconded by Phil Larcomb and, after a vote was taken, the motion carried unanimously.

Jane with Charles Town Utility Board attended the meeting to request that the Board approve temporary construction of the access easement. Access would be via Summit Point Road entrance onto Tuscowilla Hills property via existing water/sewer lines. Egress road to and from pond - for force main and haul. Existing sewer structures will be fully operational throughout the project. The Charles Town Utility Board has been to Locust Hill to gain approval to access thru Oakmont Drive. Hours of operation will be 7am-6pm M-F and weekends only if approved by the City. Charles Town Utility Board will provide a link via Tuscowilla Hills website. Project to start in September. Anticipated time to complete - 2 years for construction and 6 months to fill in lagoons.

Bob Tansill requested a copy of the contract, counter to HOA proposal and Board will get back with Charles Town Utility. Hoy Singleton is to send this information to Renee Hall within 10 days of meeting.

Bob Tansill requested that Black & Veatch place contractor entrance signage and cautionary fence be placed at the playground.

The Board has anticipated that a special meeting may be needed prior to contractor start along with a contractor meeting to alert the community to the project.

Financial Report:

Mr. Tansill reported that as of 7/31/2001 - operating cash totaled \$40,258.3, total reserve cash totaled \$88,246.54 and total accounts receivable totaled \$68,765.08 for total assets of \$197,269.92.

Total current liabilities totaled \$34,147.98 - \$33,707.98 prepaid assessments and prepayments for prior owners totaled \$440.

For the month, the Association ended the month in a positive cash position of \$7,016.96.

Bob Tansill made a motion to approve the financial report; it was seconded by Phil Larcomb and, after a vote was taken, the motion carried unanimously.

Pending Business:

Management contract for PMP. Gary Kable advised the Board to review the contract and we would discuss at the Citizens meeting on 7/12/2011.

New Business:

1. Collection Policy Grammatical Correction - suits on liens (pg. 2, #6) One doesn't have to come before the other. Prior just said "suit." Board is in agreement with grammatical change.
2. Executive Session was tabled till Citizens meeting the following week.
3. Renee Hall to send out to bid (R&L - Charlie Lamb) for common area landscape maintenance. Renee advised the board that there is a lot of interest amongst landscapers for this service within Tusawilla Hills. Current landscaper is not able to come back next year and has provided notice to Gary Kable. R&L is providing for coverage while Gene is out.
4. Gary Kable proposed to the Board to consider an increase in the monthly HOA dues by \$3-4. There are items which the Board needs to address which are not within the reserve study (aging tree maintenance and replanting). We do not have the budget to address these items.
5. Renee Hall requested the Board members to send any questions relating to budget or collections issues to her attention.
6. Gary Kable advised the Board that he would be sending a letter to the Sheriff to authorize permission for them to patrol our community roads.
7. Covenant enforcement - the Board may have to have a special meeting to approve the start of this enforcement. Hearings will commence in order to enforce.

The meeting was adjourned at 9:34 pm.

Respectfully submitted,
Christi Stevens, Board Secretary