



**Welcome to the 2022 Annual Meeting**



# Welcome and Introductions

## Board Members

- Kristi Ringis / Hayden Homes
- Transitioning to a homeowner board **TONIGHT!**

## Management Team

- Michelle Stanovich & Shantelle Walters – AMI Community Managers

## Vendors

Cutting Edge  
Landscape

# Purpose & Etiquette for the Annual Meeting



We are here to share information with you and gather information from you as well.



If we do not have the answer, we will get back to you



Kindly avoid private conversations.



Please mute to eliminate background noise.



# AGENDA

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2021 Annual Meeting Minutes

2021 Financial Review / 2022 Budget

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Community Update: Landscape/Irrigation

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AMI Web Page and Portal

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CC&R Violation Process

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Architectural Review Process (ACC)

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Voting / Election Results

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Homeowner Forum

# 2020 Annual Meeting Minutes

*The 2021 Annual Meeting was not held due to Covid restrictions.*

## Minutes of the Annual Meeting of the Meadowcrest Homeowners Association Inc.

The annual meeting members of the Meadowcrest HOA, an Idaho non-profit corporation organized and existing under laws of the State of Idaho was held at the Nampa Public Library on the 27<sup>th</sup> day of February 2020, to be effective on that date. A timely letter of notice was received by all members for this annual meeting.

**Call to Order: 6:05 pm**

### Attendance

There were 9 homeowners present (16 people), 4 home owners proxies, and a proxy from Hayden Homes representing lots

### Quorum Established:

Yes

### Present at the meeting were the following members from the management team:

Lori Walker

Tammy Graham

- 2019 Financials were reviewed
- 2019 Balance Sheet reviewed- discussed transfer of funds to start a reserve account
- 2020 Budget discussed and explained- subject to amendment based on speed of development and occupancy of homes
- Ticketing system explained
- CCR violations were discussed

### Action items:

- Reviewed watering concerns and monitoring overwatering throughout neighborhood
- New phase slated to annex in 2020
- Reminder that trash cans should be stored out of view- even if a fence hasn't been installed yet
- ACC process for exterior improvements

### ADJOURNMENT:

- 6:47 pm

There being no further business to come before the meeting, the same was duly adjourned.

Director:



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# Balance Sheet 2021 and Current

## Meadowcrest HOA Balance Sheet 12/31/2021

<b>Assets</b>	
<u>Operating Account</u>	
1000 - CAB Checking (1329)	\$1,200.01
<u>Operating Account Total</u>	\$1,200.01
<u>Other</u>	
10005 - CAB Checking (7706)	\$43,515.05
<u>Other Total</u>	\$43,515.05
<b>Assets Total</b>	<b>\$44,715.06</b>
<b>Liabilities and Equity</b>	
<u>Liability</u>	
30100 - Transfer Fees	(\$11,875.00)
<u>Liability Total</u>	(\$11,875.00)
<u>Equity</u>	
50100 - Developer Contributions	\$8,500.00
<u>Equity Total</u>	\$8,500.00
<u>Retained Earnings</u>	\$19,405.42
<u>Net Income</u>	\$28,684.64
<b>Liabilities &amp; Equity Total</b>	<b>\$44,715.06</b>

## Meadowcrest HOA Balance Sheet 4/30/2022

<b>Assets</b>	
<u>Operating Account</u>	
1000 - CAB Checking (1329)	\$87,172.05
<u>Operating Account Total</u>	\$87,172.05
<u>Other</u>	
10005 - CAB Checking (7706)	\$1,013.27
10105 - CAB Reserve Account	\$1,848.00
<u>Other Total</u>	\$2,861.27
<b>Assets Total</b>	<b>\$90,033.32</b>
<b>Liabilities and Equity</b>	
<u>Liability</u>	
30100 - Transfer Fees	(\$11,875.00)
33000 - Future Reserve Expense	\$1,848.00
<u>Liability Total</u>	(\$10,027.00)
<u>Equity</u>	
50100 - Developer Contributions	\$8,500.00
<u>Equity Total</u>	\$8,500.00
<u>Retained Earnings</u>	\$48,090.06
<u>Net Income</u>	\$43,470.26
<b>Liabilities &amp; Equity Total</b>	<b>\$90,033.32</b>



# 2021 Budget Comparison Report

The budgeting process is a 'best guess' when a community is under development. There are estimations made on number of homes sold each year, which alters the cost of the management contract, as well as other vendor contracts such as landscaping. Sometimes this can result in an overage, as in our case here. When a budget is underestimated, special assessments can occur.

We will work with the new board on ensuring all maintenance needs of the community are met, and that the budget is properly reallocated as needed.

It shall also be noted that Hayden Homes has provided a developer contribution of \$8,500.00 to the community to ensure long term fiscal stability.

## Meadowcrest HOA Budget Comparison by Category 1/1/2021 - 12/31/2021

Accounts	Actual	Budget	Variance
<b>Income</b>			
Income	\$69,315.48	\$47,550.00	\$21,765.48
<b>Total Income</b>	<b>\$69,315.48</b>	<b>\$47,550.00</b>	<b>\$21,765.48</b>
<b>Expense</b>			
Administrative	\$15,894.57	\$11,240.00	(\$4,654.57)
Maintenance Contract	\$7,080.37	\$3,600.00	(\$3,480.37)
Insurance	\$434.00	\$834.00	\$400.00
Landscaping	\$16,601.38	\$29,189.00	\$12,587.62
Repairs and Maintenance	\$343.00	\$1,400.00	\$1,057.00
Reserve	\$0.00	\$465.00	\$465.00
Taxes	\$116.36	\$589.00	\$472.64
Utility	\$161.16	\$233.00	\$71.84
<b>Total Expense</b>	<b>\$40,630.84</b>	<b>\$47,550.00</b>	<b>\$6,919.16</b>
<b>Operating Net Income</b>	<b>\$28,684.64</b>	<b>\$0.00</b>	<b>\$28,684.64</b>
<b>Net Income</b>	<b>\$28,684.64</b>	<b>\$0.00</b>	<b>\$28,684.64</b>



Annual Assessment \$400.00  
Per Unit

Billed Jan 1<sup>st</sup> and due by  
January 31<sup>st</sup>

Payable to Meadowcrest  
via the portal:  
[amihome.net/associations](http://amihome.net/associations)

or by check/money order:  
c/o AMI Management  
3140 W Belltower Dr  
Meridian, ID 83646

Budget 2022

**Meadowcrest 2022 Budget**

**Annual Assessment \$400.00 Per Unit**

\$250.00 Set Up Fee (*First Owner Only*)

\$250.00 Transfer Fee (*Homeowner to Homeowner Only*)

\$268.00 Estoppel Fee (*Every HOA Demand - \$250 Estoppel  
and \$18 Condoert Fee*)

(Build out 159)

**2022 Budget**

**Income**

62012 - Assessments	\$63,600.00
63102 - Setup Fee	\$3,000.00

**Total Income** \$66,600.00

**Expense**

80010 - Copies, Checks, Envelopes	\$650.00
80015 - Postage	\$400.00
80035 - Website	\$600.00
80050 - Contract Mgmt Services	\$13,356.00
80125 - Meetings	\$250.00
80145 - Legal Fees	\$750.00
80170 - CPA Services	\$275.00
84051 - Maintenance Contingency	\$4,428.00
93000 - Property Insurance	\$400.00
93001 - Liability Insurance	\$309.00
93004 - Directors and Officers Ins	\$175.00
84010 - Shrub Install	\$750.00
84020 - Tree Install	\$2,000.00
84030 - Tree Pruning	\$1,000.00
84040 - Tree Removal	\$2,000.00
84050 - Landscape Contract	\$15,460.00
84061 - Aeration	\$800.00
84070 - Weed Control	\$300.00
84120 - Irrigation Repairs	\$2,500.00
83010 - Landscape Repairs	\$5,000.00
89080 - Common Area Improvements	\$5,000.00
91002 - Reserve Study & Contribution	\$7,392.00
94001 - Income Tax	\$20.00
94002 - Irrigation Tax	\$250.00
92000 - Common Area Electric	\$500.00
92003 - Irrigation Water	\$2,035.00

**Total Expense** \$66,600.00



# HOA Assessments – What do they cover?



- ▶ Insurance (Liability, Common Property and Officers)
- ▶ Utilities for Common areas: Irrigation and electrical costs
- ▶ Reserve Management: Note: Reserve funds will cover the long term repair/replacement of items such as fencing, landscaping replacement, tree trimming/maintenance, and mailbox structures (note: locks are individual homeowner responsibility)
- ▶ Common Area Taxes (State, Federal and Property)
- ▶ Professional Management Fees and related administrative charges (postage/ mailing/portal hosting/etc).
- ▶ Maintenance Services: As needed for repairs, graffiti/vandalism and other maintenance work orders submitted.
- ▶ Landscaping for Common areas: The largest contract increases throughout the HOA industry is reflected in landscape contracts. Fuel costs, increased pay to employees, and materials have all severely impacted the landscape industry. We saw many vendors fold, and many decide to terminate smaller contracts due to staffing issues.



# Irrigation Update

Water is on and ready for use! Irrigation is provided by the City of Nampa. Information can be found at [www.cityofnampa.us/irrigation](http://www.cityofnampa.us/irrigation).

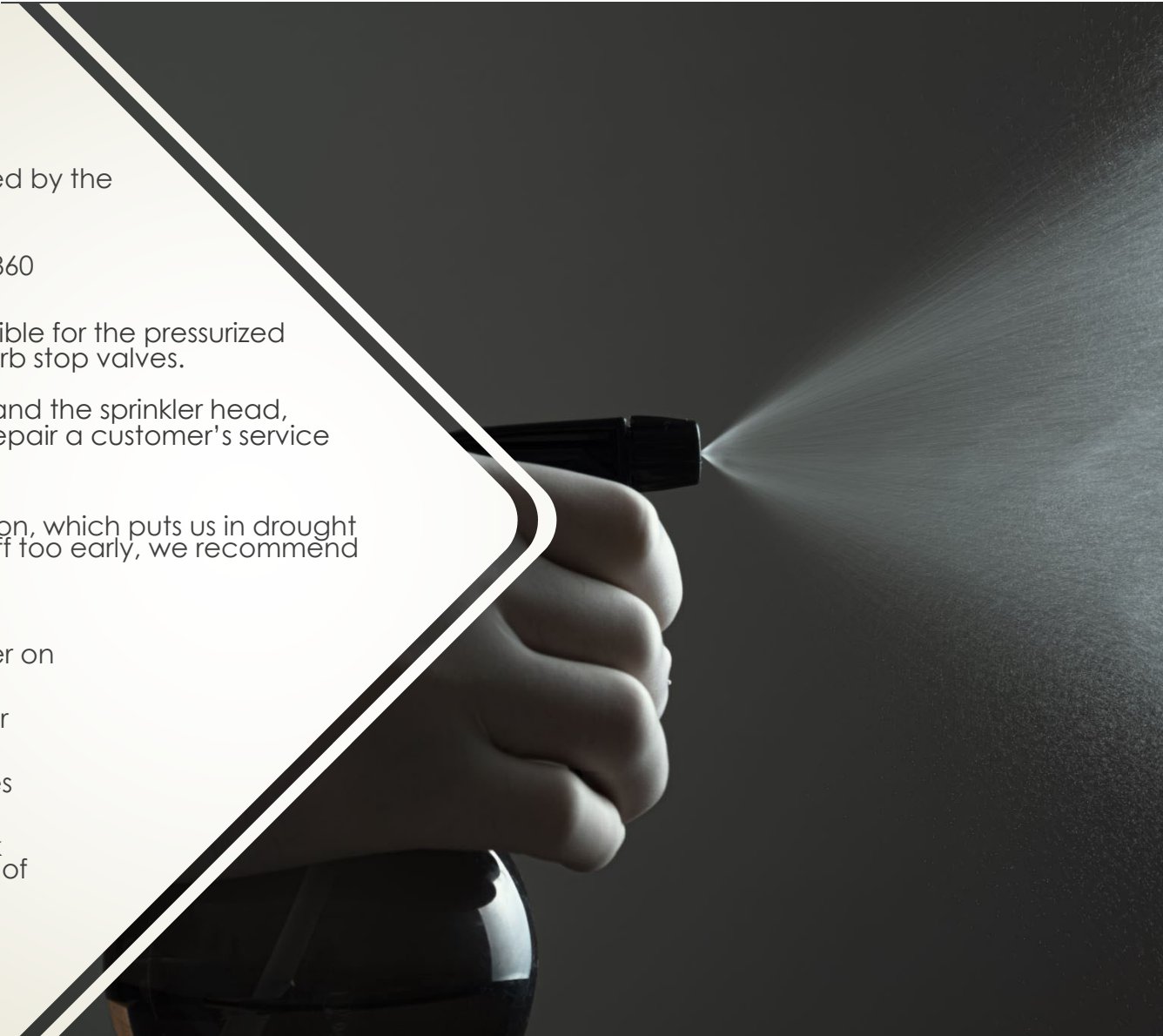
For emergencies or irrigation leaks call 208-468-5860

The City of Nampa Waterworks Division is responsible for the pressurized irrigation pump stations, water main lines, and curb stop valves.

The service line, which is between the curb stop and the sprinkler head, belongs to the property owner. The City will not repair a customer's service line.

As with last year, we are facing a low water season, which puts us in drought conditions. To avoid the irrigation being turned off too early, we recommend utilizing a watering schedule as follows:

- ▶ House numbers ending in EVEN numbers water on EVEN days of the week.
- ▶ House numbers ending in ODD numbers water on ODD days of the week.
- ▶ Run times should last no more than 5-8 minutes per station.
- ▶ OR – Owners may water fewer days per week and for longer intervals, as long as some form of conservation is being observed.





# Snow Removal

- ▶ Snow removal is on an 'as needed' basis only.
- ▶ As we are not under contract, the vendor will only come if called and upon availability.
- ▶ Snow removal is not conducted until the snow reaches a minimum of 3" and is not expected to melt in a 24-48 hour period. Snow removal also occurs once the snow has stopped, as it is a waste of money to have them remove snow only to have it be covered again the next morning.
- ▶ Snow removal is only done in common area walkways. Homeowners are responsible for their own sidewalks and driveways.
- ▶ The streets are not included in the HOA's maintenance, they are a City responsibility.

# AMI Web Page and Portal Instructions

You will  
need your  
account  
number and  
email  
address to  
log onto the  
AMI portal



Log onto  
[www.amihome.net/associations](http://www.amihome.net/associations)



Make online payments  
Review homeowner documents



Please contact  
[info@amihome.net](mailto:info@amihome.net) for assistance  
with portal access



## CC&R Violation Process

Inspections are done by an AMI compliance inspector:  
Once a month in October to March  
Twice a month in April to September



1<sup>st</sup> – Friendly  
reminder letter



2<sup>nd</sup> – Follow up letter



3<sup>rd</sup> – Final notice



4<sup>th</sup> – Post final (fines  
and/or attorney status)

### Common violations to avoid:

- Trash cans not stored properly (trash cans should be stored on a side yard and not in driveways or left on the street)
- Sheds or Gazebos not meeting height and setback requirements
- Landscape maintenance (weeds, overgrown lawn)
- Please pick up after pets when on a walk

RV's/Trailers/Boats will be considered stored and in violation if not moved every 72 hours.

Fencing is to be sand vinyl only and shall not extend higher than 6 feet above the finished grade surface of the Building Lot. All perimeter fencing is homeowner maintained.

***Please review 'General and Specific Restrictions' Section 4 of the CCR's – starting on page 5 of the PDF for more information.***



## Architectural Control Committee (ACC)

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Any exterior alterations to your landscaping and/or home need to be approved in advance by the committee.

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Review the community ACC Guidelines to be sure your improvement meets the community aesthetic.

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Make sure to submit all required documents (application, plat/plan) in order to move the process along quickly.

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All forms are available via the AMI portal.

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Submit forms to AMI for review – including supporting documents, layout plans, and color swatches.

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**Do not move forward until you have received approval.**

# Meet the Candidates!



## **Darrell Broughton**

I have served and been honorably discharged from the USAF, USCG, and USN Reserves. I had my own business for 20 years. I've served in law enforcement and security. Currently retired. I am very interested in safety and security for people and property. I live in this neighborhood so I can keep a close eye on things going on. I am friendly and personable. I take issue with people's concerns and can take action to rectify the situations.

## **Ross Lamm**

I was born and raised in Idaho. My wife and I have lived in Meadowcrest since 2019. I am an accountant and my wife is a school teacher. I have been on the board of a nonprofit organization and have also done the bookkeeping for several HOA's. I have been part of the annual budgeting process for HOA's as well. My goal in becoming a board member would be to provide stewardship for the community. I would like to ensure that the dues paid in each year are spent with the purpose of making the community better and reduce any wasteful spending.

## **Randy Rieken**

In my previous HOA I served on the landscape committee for two years. My goal here would be to help maintain an enjoyable place for HOA members (property owners and residents) to live.

## **Mike Williams**

My wife Chrissy and I moved to Nampa in 2016, and moved into our new home in Meadowcrest in 2019. I enlisted in the US Air Force right out of high school and was a law enforcement specialist. I was also a reserve police officer. After the Air Force I started a career in retail management and progressed through the ranks up into various corporate positions with Mervyns, Old Navy and lastly Levis Strauss. In 2010 I started my own business doing custom apparel, primarily for military families. I retired in 2019. I am the founding member and lead for the Meadowcrest community on the Nextdoor website. I have three goals for the Meadowcrest HOA. 1) Fiscal responsibility -Are the HOA dues we pay in line with similar sized communities without pools and parks? Conduct cost/benefit analysis of using management services like AMI. Review and conduct competitive bidding on services for common areas, etc. 2) Maintain property values - The purchase of our homes are a huge investment. Addressing issues within and around our neighborhood which impact our investments needs to be a priority for all of us. 3) Community pride - We should encourage getting to know each other and taking pride in our neighborhood. Participating in events like block parties, holiday decoration contests, neighborhood watch programs, etc are great ways to take pride in our neighborhood and promote safety in our community. HOA's can be a great benefit for a neighborhood. At the same time, it can also be perceived as a negative by some people. In most cases the negative opinions occur when the HOA board is perceived as being "power hungry" or not acting in the interest of the neighborhood. It is my belief the Board must be in touch with the neighborhood. Polls/Votes on topics should be done frequently and transparency is a must. Treating all members of the neighborhood fairly has to be a mandate. The true power must reside with the members of the neighborhood. The Board is simply responsible for executing and managing what the neighborhood's majority wants.

# ELECTION

The Bylaws state the Association shall be governed by a board of no less than 3, and no more than 5 Directors, therefore up to 5 seats are available.

**At this time, we will accept any nominations from the floor.**

## VOTE OF ACCLAMATION:

An uncontested election in which there are the same number of candidates running for election as there are open seats. If we receive one, or no, nominations from the floor, those present at today's meeting may vote to slate these candidates as the new Board of Directors, as the number of candidates is equal to (or less) than the number of positions available.

If we receive multiple nominations from the floor, we will proceed with sending a ballot and hold a subsequent meeting for the ballot count.

**Darrell Broughton**

**Ross Lamm**

**Randy Rieken**

**Mike Williams**

**Luke Tuttle**



**CAI Chapter  
(Community  
Association  
Institute)**

Idaho Chapter has been established.  
AMI is an active member.

Resources for Homeowners and  
Boards on HOA issues.

CAI promotes professionalism in the  
industry by providing education and  
legislative advocacy for associations.



Association  
Management Inc



## OPEN FORUM

- ▶ We will take basic community related questions, comments and concerns at this time.
- ▶ Personal issues related to your lot will be addressed separately. Please email [Meadowcrest@amihome.net](mailto:Meadowcrest@amihome.net) and we will follow up accordingly.

# Important Contacts

AMI Community Manager: 208-385-9650 ext. 245 and 206

Meadowcrest email address: [Meadowcrest@amihome.net](mailto:Meadowcrest@amihome.net)

Hayden Homes Warranty: [WarrantyManagers@Hayden-Homes.com](mailto:WarrantyManagers@Hayden-Homes.com)  
<https://www.hayden-homes.com/home-warranty> or 541-923-6607

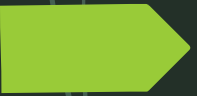
AMI Emergency – 208.385.9650 ext. #1

Code Enforcement – 208.468.5473  
<https://www.cityofnampa.us/151/Neighborhood-Code-Compliance>

Non-Emergency Police Dispatch – 208.465.2257

Animal Control – 208.465.2257  
<https://www.cityofnampa.us/665/Animal-Control>





**Adjourn**

**Thank you for  
coming!**