

# **TIVOLI GARDENS**

## **ASSOCIATION MEMBERSHIP GUIDE AND ASSOCIATION RULES**

October 2015

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## **BOARD OF DIRECTORS**

Director/President: Terry Butler

Director: Richard Bennett

Director: Lisa Pinto-Curtis

Director: Roger Lewis

Director: Ann Dusseau

Director: Greg Kelsay

Director: Rich Josephson

### **Architectural Committee:**

The Architectural Committee (ACC) consist of no less than three of the Board of Director members, they have the final say on the issues that are designated to be approved by the Architectural/Design Committee.

## **MANAGEMENT DIRECTORY**

DS Property Management  
4308 N Kingswood Drive  
P.O. Box 45387  
Boise, ID 83711  
Phone: (208) 922-8027  
Fax: (208) 321-9424

### **Contacts**

Debra Cano, CMCA®, Property Manager  
E-mail: dcano@q.com  
Phone: (208) 922-8027  
Fax: (208) 321-9424

### **Building Maintenance Supervisor**

Shane Glenn  
Cell Phone: 208-412-0276

### **After Hours Emergencies**

Phone: (208) 922-8027 or (208) 412-0276

## **ASSOCIATION MANAGEMENT OVERVIEW**

DS Property Management has been hired by the Board of Directors to provide association and facility management for the Tivoli Gardens Owners' Association (the "Association").

Please review and become familiar with the Condominium Declaration of the Tivoli Gardens (the "Declaration" or the CC & R's) and the Bylaws of the Tivoli Gardens (the "Bylaws"). You received these documents at closing and a general overview is provided in this Membership Guide and Association Rules (the "Membership Guidelines"). In the event there is a conflict between the Membership Guide and Association Rules and the CC & R's will control.

These documents guide the Board of Directors in management of the Association. Debra Cano is DS Property Management's representative who will act as the Property Manager. Shane Glenn is the Maintenance Supervisor. Their contact information is on the previous page.

## **Our Mission**

DS Property Management is proud to be providing property management services to Tivoli Gardens. We will endeavor to earn your satisfaction in our services by continuing to improve skills through education; to constantly improve our internal organization so it remains a positive force, motivating and empowering all of our employees to reach for excellence; and to conduct business honestly and ethically.

**We look forward to working closely with you and providing services for Tivoli Gardens. Please call us at any time with suggestions.**

## **ASSOCIATION DUES**

DS Property Management prepares a proposed budget each year for review and approval by the Board of Directors and submission to the Association. Once the budget has been approved, coupons are mailed to each member to use when making the monthly payments. Association fees are paid monthly and are due on the 1st day of the month. Association dues are made up of Regular, Special and Limited Assessments as described in the CC & R's.

Association Dues cover but are not limited to the following:

- Administration/Operation/Meeting Costs
- Insurance (not personal property)
- Common/Limited Common Area Landscaping
- Common Area drainage pond maintenance
- Street Maintenance
- Reserves for replacements or capital costs

## **INSURANCE**

The insurance agency for the Tivoli Gardens Condominium Association is:

Insurance Company: Cincinnati Insurance Company  
Agent: Greg Swenson of Higgins & Rutledge  
Work: 208-343-7741

Policy # ENP0123478

**IT IS VERY IMPORTANT THAT YOUR INSURANCE AGENT REVIEW THE ASSOCIATION POLICY TO VERIFY YOU HAVE ADEQUATE AND APPROPRIATE COVERAGE.**

## **GENERAL RULES AND GUIDELINES:**

The following is a limited list of Association rules and guidelines drafted from the CC&R's, the most common covenants referred to include but are not limited to:

### **Animals:**

No animals (which term includes livestock, domestic animals, poultry, reptiles and any other living creature of any kind) shall be raised, bred or kept in any dwelling unit, lot, or the common area, whether as pets or otherwise, except as may be allowed by rules and regulations adopted by the Board; provided however, this provision shall not prohibit Owners from having no more than two (2) domestic dogs and two (2) domestic cats. The Board may at any time require the removal of any animal, including domestic dogs and cats, which it finds is creating unreasonable noise or otherwise unreasonably disturbing the Owners, in the Board's determination, and may exercise this authority for specific animals even though other animals are permitted to remain. All dogs shall be walked on a leash only and shall not be allowed to roam or run loose, whether or not accompanied by an owner or other person. All owners shall be responsible for picking up and properly disposing of all organic waste of their domestic dogs, cats and any other animal approved or allowed by the Board.

### **Parking:**

There is no street parking between the hours of 12:00 midnight and 8:00 am.

Boats, Campers, and Other Vehicles. The use of all vehicles, including but not limited to automobiles, trucks, bicycles, and motorcycles, shall be subject to Association rules and regulations which may prohibit or limit the use thereof within the Tivoli Property, providing parking regulations and other rules regulating the same. Without limiting the foregoing trailers, mobile homes, trucks larger than standard pickups, boats, tractors, campers, garden or maintenance equipment and vehicles other than automobiles, when not in actual use, shall be kept at all times in an enclosed structure and at no time shall any of said vehicles or equipment be parked or stored on a public or private right of way within Tivoli Property.

To the extent possible, garage doors shall remain closed at all times.

### **Fence/Wall:**

No fence or wall of any kind shall be constructed on a Lot unless the plans and specifications therefor, including the location, design, material and color thereof, have been approved in writing by the Architectural/Design Committee prior to the construction or installation.

**Signs:**

No signs of any kind shall be displayed on or from any portion of the Tivoli Property, except those approved by the Architectural/Design Committee, signs of Declarant or its representatives, agents, employees, or assigns, or signs required by law.

Notwithstanding the foregoing, one (1) "For Sale" may be displayed on the Owner's Lot for the sale of such Lot.

**Nuisances:**

No noxious or offensive activity shall be carried on in any Dwelling Unit, Common Area, Maintenance Area or Lot, or shall anything be done therein which may be or become an annoyance or nuisance to other Owners or Persons. No rubbish or debris or any kind shall be placed or permitted to accumulate anywhere upon the Tivoli Property, including the Common Area, and no odor shall be permitted to arise from any portion of the Tivoli Property so as to render the Tivoli Property or any portion thereof unsanitary, unsightly, offensive or detrimental to the Tivoli Property or to its occupants or residents, or to any other property in the vicinity thereof or to its occupants or residents. No noise, no exterior fires, no obstructions of pedestrian walkways, no unsightliness, or other nuisance shall be permitted to exist or operate upon any portion of the Tivoli Property so as to be offensive or detrimental to the Tivoli Property or to its occupants or residents or to other property in the vicinity or to its occupants or residents, as determined by the Board, in its reasonable judgment, or in violation of any state or local law or ordinance. Without limiting the generality of any of the foregoing, no whistles, bells or other sound devices (other than security devices used exclusively for security purposes which have been approved by the Architectural/Design Committee), flashing lights or search lights, shall be located, used or placed on the Tivoli Property. No unsightly articles shall be permitted to remain on any Lot so as to be visible from any other portion of the Tivoli Property. Without limiting the generality of the foregoing, refuse, garbage, garbage cans, dog houses, equipment, gas canisters, propane gas tanks, barbecue equipment, heat pumps, compressors, containers, lumber, firewood, grass, shrub or tree clippings, metals, bulk material, and scrap shall be screened from view at all times. Trash receptacles are to be kept in your garages. No clothing or fabric shall be hung, dried, or aired in such a way as to be visible to any other portion of the Tivoli Property. In addition no activities shall be conducted on the Tivoli Property, and no improvements shall be constructed on any Tivoli Property which are or might be unsafe or hazardous to any Person or Property.



## **CC&R's Violations:**

A resolution was passed by the Board of Directors

When a resident is in violation of the CC&R's and is a chronic offender the following fees will assessed on a violation occurrence.

First violation is a warning;

Second violation will result in a \$50.00 fee assessment

Third Violation will result in a \$100.00 fee assessment

After the third violation and any violation repeated afterwards, it will result in an invitation to appear before the Board of Directors and a \$200.00 fee may be assessed. When payment is received on account then all late fees and assessments will be satisfied first. Once an owner becomes 30 days delinquent a lien may be assessed against the property for any and all delinquent amounts.

## **EMERGENCY TELEPHONE NUMBERS**

EMERGENCY 911

FIRE DISPATCH (NON-EMERGENCY) (208) 377-7351

AMBULANCE/PARAMEDICS (NON-EMERGENCY) (208) 375-7048

POLICE (NON-EMERGENCY) (208) 377-6790

IDAHO STATE POLICE (NON-EMERGENCY) (208) 334-3731

POISON CONTROL (800) 860-0620

SAINT LUKE'S HOSPITAL EMERGENCY (208) 381-2235

SAINT ALPHONSUS HOSPITAL EMERGENCY (208) 367-3221

DS PROPERTY MANAGEMENT (208) 922-8027