

**TIMBER RIDGE PROPERTY OWNERS ASSOCIATION
BOARD OF DIRECTORS MINUTES–July 12, 2021 Meeting**

- PRESENT:** Cathy Eagan Gill, Martin Miller, David Amoss, Matt Schultz, Gretchen Thibeault, Ronnie Sedlak. Rebecca O’Dwyer and Charlie Reymond
- ABSENT:** Ronnie Daniels proxy to Charlie Reymond
- OTHERS:** Steven Hammons, Misty Dienes and Terie Velardi– POA Staff.

The July 12, 2021, TRPOA Board of Directors meeting was called to order by Vice President Cathy Eagan Gill. at 5:30pm. Cathy opened the meeting informing the Board that Nancy Hardenstein for personal issues has resigned her position as President and Director. Cathy introduced Gretchen Thibeault, noting she received the next highest votes in the annual election and is now a director. The Board welcomed Gretchen and acknowledged Nancy’s resignation and noted she was a huge asset to the Board. The Board reviewed the by-laws and by unanimous consent affirmed Cathy E. Gill to move into the role of President. Cathy reviewed the individuals who were voted in as officers in the special meeting of the Board on June 21 noting that Rebecca O’Dwyer will move from being the Secretary to the Vice-President, Ronnie Daniels will keep the role of Treasurer and Charlie Reymond will take on the role of Secretary. The Board approved the list of officers by unanimous consent.

Minutes - The minutes from the May 10th, the annual meeting held on June 13th and the special meeting held on June 21, 2021, meetings were reviewed. A motion to approve all 3 sets of minutes, was made by Rebecca O’Dwyer, second by Matt Schultz and approved by all present and by proxy.

Financials- In Ronnie Daniels absence Cathy reviewed the financials for May & June. Cathy noted that we are one quarter (25%) into our fiscal year and in reviewing the P&L and the percentages for each line item for the most part is in line. An exception is our transfer fee income. Prior years history indicates we typically collect 6 transfers a month and as such we budget for 6 transfers a month. To date we are averaging 12.5 per month, 20 transfer in June alone. A motion to approve the financials was made by Rebecca O’Dwyer, second by David Amoss. voting yea; O’Dwyer, Amoss, Sedlak, Schultz, Thibeault. Reymond and Daniels proxy, Voting nay; Miller

Collections- Terie reviewed the collection report noting that we collected an additional 9.6% of this year’s dues totaling 80% thus far, a 4% increase from last year for the same period. In June we collected \$4,800 in prior years dues, a 450% increase relative to last years collection for the same period. We collected \$412 in finance charges, \$105 in convenience fees associated with online credit card payments. In June we had 20 transfers bringing the monthly average to 12 per month. Eighteen access cards were either reactivated or replaced. In June we billed \$400 in covenant violations, collected \$200 and \$100 was waived.

COMMITTEE REPORTS:

Covenants - Misty reported that communication between property owners and the CV committee via-a-vis the office has increased with the new system established in 2019. Cathy explained that if a member is working on their boat launch or dock and they need to

have their boat on their drive while the work is being done. They call the office, the office communicates this to the CV committee, and they simply monitor the situation. Most of the property owners appreciate that we have covenants and with communication everyone is working towards a common goal.

For May & June we had 4 property maintenance violations; 1 was for some broken lattice on a house, 1 was for a derelict fence, 1 was for a pool and the other was for an unkempt construction site. None were for lawn maintenance as the weather has not been conducive for regular lawn care. 16 vehicle violations, including cargo trailers, boats, boat trailers or any other recreational item not stored properly. 6 were resolved, meaning the property owner took action to resolve the violation within the thirty days. Misty reviewed the subsequent violations that go out every month. For lack of communication or non-compliance. Board members reviewed properties that have been non-compliant and are considered eye soars. After numerous calls to HUD some progress has been made on the house at the entrance. The service company finally placed signs on the door with contact information. It was discussed what other steps the POA can take. The office will continue to follow up. Another property on the corner of Sycamore and Royal was discussed. The responsible person of the estate lives out of the State. The office has been sending letters and CV violation assessments. Another property on Pinewood is on the POA's and City's radar.

Member Comments – Misty reviewed the member comments, noting that a property owner called and was upset that someone cleared two lot behind her home. She once had privacy and serenity and now has neither and as a result her property value has declined. It was explained to her that the property owner of the two lots is preparing to build their personal residence on the lots. It was also explained that the property owners have every right to clear the lot, in part or in whole.

Another property owner shared her communication with the City regarding a dilapidated property next to hers on Pinewood. The e-mails were sent to the officers and discussed at this meeting under covenants.

Property owners on Ridgewood raised concerns regarding new construction, retaining wall and sub-contractors dumping concrete in the cul-de-sac. AR is aware of the retaining walls. The property owner was contacted and asked to communicate with their subs and have the concrete removed.

A property owner on Baywood contacted the office stating there was an abandoned sailboat floating in the canal. To avoid the boat from damaging the boats, docks and bulkheads in the canal he and some neighbors secured the boat to his dock. The office gave the property owner the phone number to DMR, as they oversee the waterways. Subsequently the daughter of the property owner called to explain the steps they have been taking trying to identify and track down the owner and their communication with DMR. DMR indicated that they had no authority over abandoned vessels and suggested they contact the Coast Guard. The board discussed other issues pertaining to the maintenance of boat dock and bulkheads. The office contacted DMR and was told that while folks need to get a permit to build dock, bulkheads, boathouses they do not monitor maintenance, nor do they have any jurisdiction to enforce upkeep of these items.

Architectural Review – In May a property owner was sent a CV letter pertaining to the inground pool on their lot. The lot has been vacant since Katrina. The property owner noted he has plans to build once construction crews are available and pricing levels off or goes down. He is requesting a temporary fence surrounding the pool. The property owner had an outstanding balance on their account for dues and CV assessments. Before any request was made to AR and the Board the property owner was told they would need to be members in good standing and pay the outstanding balance. The property owner lives out of state and travels frequently. They apologized for their delinquency and brought their account current. AR did not approve the request and recommended that the pool be filled in. The City is aware and the office received clarification that a pool on lot that does not have a house on it needs to be either removed or filled in with sand. Once construction starts, they can remove the sand. The building inspector indicated that if the property owner were to submit their plans within 60 days, he would allow a temporary fence to be installed. The office was in touch with the property owner to share this information and reiterate that their plans would need to be submitted and approved by the POA within the same period.

A property on Ridgewood was purchased in June 2020. Subsequently the owners repaired/installed the bulkhead, added fill to their property to mitigate runoff from adjacent property and surveyed the property to have plans drawn up. Plans were submitted and approved in April. Recently the City building inspector required property owner to install retaining walls to mitigate runoff to adjacent property on other side. AR met with the property owner to mitigate the volume of the walls.

A set of plans for new construction on Youngswood Loop were submitted and being reviewed by AR.

Grounds & Maintenance –

Pool- The gate latch was reinforced with additional nuts & bolts to ensure that it was closing properly. Steven & Terie met with the lifeguards to review pool rules, safety standards and employment expectations prior to the Memorial Day weekend.

Treasure Point – Steven has been monitoring the electrical components since Hurricane Zeta. Due to corrosion caused by the storm Steven replaced circuit breakers at the panel box by the gate. The swipe card reader was non-operational during the Memorial Day weekend. The gate was secured open to allow members access during the busy weekend. The contractor replaced the circuit board and corroded connections caused by Zeta. Steven hung new “Loading Zone” signs at the boat ramp. Steven replaced 16’ of bulkhead capping due to TS Claudette at the end of June. Steven reported that he has been in communication with Mario from Corvette Towing to inspect the tires, wheels bearings on the cottage. Mario has yet to inspect the cottage. Steven to follow up.

Tennis Court – On Mother’s Day weekend American Tennis cut a water line when replacing the damaged fence. Steven repaired the waterline. Steven turned the power back on and set the timer to the lights.

City Update - Rebecca noted that we have a new mayor. The City continues to work on drainage in TR.

Security - Steven reported a number of instances over May & June. He noted that 9 of the cameras are down and has been in contact with our contractor/tech provider. Steven has been monitoring the cameras, junction boxes etc. since Zeta. He reported that we had 5’ +/- of water during Zeta resulting in corrosion to the wiring in the junction boxes causing the

cameras not to work. He also noted that cameras over 3 years old are no longer efficient and record minimally and may have to be replaced. The contractor is putting together a proposal and will have it to us within a week. Cathy asked if the junction boxes could be placed higher. Steven explained that he needs to have direct contact to the cameras through the junction boxes. Raising them beyond his reach would limit the effectiveness of downloading the recordings. He indicated that he would know more once the contractor examines the cameras and junction boxes.

PCI – PCI is hosting grill your own and entertainment in the coming weeks.

Community Involvement – No report

OLD BUSINESS:

TP Cottage Alternative – Cathy reviewed the quotes Martin provided at the May meeting noting that the cost of \$19,000 to \$38,000 was high and started researching and looking at what the yacht clubs use. Pictures and specifications of the restroom trailer at the BWYC were provided; 8' x 16', hardi board siding, metal roof, window A/C. The material cost was approximately \$3,000. The trailer and labor were donated by members. Cathy spoke with the member who constructed the BWYC restrooms who indicated that for the same size structure it would cost us approximately \$10,000 and he would build it. The Board discussed the overall concept and agreed that it was promising. It was suggested that we get a larger trailer to better meet our needs. Cathy will proceed to gather more information.

NEW BUSINESS:

Committee Assignments – Board members discussed the different committees

Architectural Review – Board Liaison	Martin Miller
Covenants Compliance	BOD
POA Member Liaison	David Amoss
PC City Liaison	Rebecca O'Dwyer
Community Involvement	Gretchen Thibeault
Grounds & Maintenance	Matt Schultz
PCI/TRPOA	Cathy E. Gill
Security	Cathy E. Gill
Pool/Tennis / Basketball Court	Ronnie Sedlak
Treasure Point	Charlie Reymond
Finance/Budget/Capital Improv	Ronnie Daniels, Cathy E. Gill Martin Miller David Amoss

Pool – Ronnie Sedlak asked the board to consider improvements to the pool area; additional water fountain, permanent umbrella stands, pave and stripe the parking lot. Ronnie will report back on costs and other specifics at the next meeting.

There being no further business the meeting was adjourned at 7:30

Board Minutes respectively submitted by Terie Velardi, POA Staff.

NEXT MEETING – The next BOD meeting is on August 9, 2021 at 5:30 pm inside the PCIGC Banquet Room.