

**TIMBER RIDGE PROPERTY OWNERS' ASSOCIATION
BOARD OF DIRECTORS MINUTES-March 13, 2023, Meeting**

PRESENT: Cathy Eagan Gill, Meresa Morgan, Matt Schultz, Ronnie Daniels, Charlie Reymond, Rebecca O'Dwyer, Duane Glenn and AJ Pace

ABSENT: David Amoss,

OTHERS: Steven Hammons, Misty Dienes Terie Velardi – POA Staff.

Call to Order: President, Cathy E. Gill called the March 13, 2023, meeting to order at 5:30pm.

Minutes - The minutes from the February 13, 2023, meeting were reviewed and approved by general consent.

Financials- Meresa reviewed the February financials noting our financials through February shows our net income high. This in part is due to moving all expenses related to the new TP cottage into work in progress. Next month it will be fully depreciated. This will bring the net income down to be more in line with the budget. Prepaid insurance has been recorded and we will begin to see it allocated monthly. A motion to approve the financials by consent, all in favor.

Collections- Terie reviewed the collection report noting we collected 92.8% of the current years dues and is greater than what we have collected over a three-year period. Compared to prior years the average was 87.5% which is 5.3% ,the highest ever. The total of prior years' collection is \$30,987, slightly greater than last year for the 11 months. We collected \$453 in finance charges, \$19.70 in convenience fees & \$45 in court fees. We collected 2 transfers and no access card. We collected \$200 in covenant violation assessments.

COMMITTEE REPORTS:

Covenants - Misty reported that we sent 3 first letters. The board reviewed individual cases, resolving many that had been on the list.

Member Comments -The board reviewed comments from members. A property owner called asking if anyone had complained about loud music coming from a construction site. Another member called to report a dog was barking all day long while the homeowner was at work A letter was sent to the property owner of the dog. Another member asked to come to the board meeting to have their plans reviewed and passed. The process was explained to the owners who agreed to send in the request and documentation for AR's review.

Architectural Review -

The office sent a letter to the property owner on Basswood who installed vinyl bulkhead material as a retaining wall. The property owner called indicating he would come in with plans explaining the project. To date we have not received anything from the property owner.

A letter was sent to property owners on Fernwood who poured one of two concrete slabs prior to receiving approval. There appears to be a concern with the 40% percentage of lot coverage. We asked for plans and documentation from the City granting approval and . The office was in touch with the city who indicated that the one slab falls within the 40 % lot coverage and the owner does not plan to add the second slab. To date we have not received anything from the property owner.

The property owner who requested a variance to have a privacy fence located in front of the front sill but in line with his stairs came into the office the day after the February meeting asking what the outcome was. The office shared that the board had no problems with the privacy fence but did not approve a variance to the front sill regulation. The office also sent a letter with the same information. It was reported that the property owner is in the process of installing his fence at the

back of the property. The board indicated that the plans had been denied and no part of the fence is to be installed until approval is granted.

AR rejected plans for new construction on Ridgewood. The property owner and architect have been notified .

The property owner who installed a wire mesh “modern” fence without approval or in compliance with the standards received a 30 day extension last month has requested another extension along with a request for a variance for his fence. The board granted the extension but denied the request for a variance.

Grounds & Maintenance –

Pool- Steven reported that our pool contractor has replaced the fixtures supporting the pool ladders. Duane reported he and Steven did a walk through the pool area and noted that the stairs, railings, and platform to the cottage are in need of maintenance and repairs. There are rusting screws, splintering wood on the treads and handrails. Duane suggested that we make repairs and look at it again next year to possibly replace the entire setup. Cathy suggested that we replace the wood elements with composite boards that will not splinter. The board decided to make necessary repairs to have them ready for when the pool opens. Duane also noted there appears to be several kids hanging around the entrance to the pool on weekends and that the lighting at the entrance is diminished by the darkness of the new asphalt. We need to contact MS Power to provide stronger lighting. Duane will follow up.

Treasure Point – Steven reported that the slab for the new cottage has been poured and the cottage is in place. The stairs have been extended and covered to provide ingress/egress to both entries. Cable lines have been installed to support camera and access services.

Tennis/Basketball Court – Steven is in the process of receiving bids to repair the gate and fencing at the courts.

City Update - No Report.

Security - Ronnie asked if it is possible to move one of the cameras at the pool that views the tennis court to be moved or positioned to provide better coverage of the parking area. Matt suggested that Steven speak to the camera contractor to determine how to achieve optimal coverage. Ronnie reported that we’ve seen an uptick in snatch and grab cases involving unlocked cars. Ronnie also reported that the incident at the tennis court is under investigation.

Duane reported the new access system has been installed at both Treasure Point and the pool. The system allows us to remotely hold open the gate at TP in the event of a storm or other incident and to lock the pool in case of inclement weather or environmental contamination. We still have some to determine how to communicate with members the reason for the pool closing. In the past a bike lot and sign were placed on the gate. The problem is that when the storm passed the bike lock was not taken off. We are looking in to using a red light for this purpose.

PCI – Cathy reported the Club is hosting a crawfish cook-off on April 15th. Poker Run on March 18th. Italian Open Socials begin April 1 with the social starting at 5:30 and dinner to follow. Rebecca made a motion to have the POA sponsor an Italian Open. Ronnie second the motion and the board discussed the good will and exposure the event brings. The motion passed unanimously.

Community Involvement – No Report.

OLD BUSINESS:

1. **Surge Protection** – Steven reported that he has met with the contractor to review the need for surge protection for the equipment at Treasure point and the pool. The board reviewed the quote. A motion to approve the quote up to \$6,000 for all locations which includes the entrances was made by Meresa, second by Rebecca and approved by all.
2. **Budget** – Cathy and Meresa noted that the preliminary budget was presented in January. The board approved to keep the annual dues at \$290 in January but had not approved the budget for 2023-2024 as final numbers for grounds and maintenance, insurances and depreciation had not been determined. They noted that the numbers are in, and the budget was adjusted by \$700. A motion to approve was made by Rebecca, second by AJ and approved by all.
3. **Annual billing** - The board received their invoices over the weekend via e-mail as a review and to double check that all is in working order. Board members indicated that while the dues are \$290 the invoice says \$300. It was explained that the invoices are generated from our software with two separate line items; one for dues and the other as the convenience fee – if someone pays using their credit or debit cards. On the invoice and in the e-mail message, in bold letters it is explained the difference between paying by check or by credit/debit.
4. **Board Elections** – The process was reviewed noting that Ronnie Daniels, Charlie Reymond and AJ Pace are eligible to run for re-election and are not part of the election committee. . David Amoss has sold his property in Timber Ridge and is no longer eligible to serve. The process and timeline were reviewed, noting there are 3 – three-year terms and 1 one-year term for David Amoss position. The by-laws state that the election committee will find a minimum of 2 candidates for each open position. Therefore, 8 candidates are needed for the ballot. Currently we have 2 candidates.

NEW BUSINESS:

1. **Grounds & Maintenance Bids** – Charlie and AJ recused themselves and left the meeting. The remaining members of the board reviewed the bids comparing services, insurance coverage and references for both the maintenance and landscaping service to the entrances and to lawn maintenance to the other POA lots within the subdivision. In both cases the contractors with the lowest bid were awarded the contract affective April 1, 2023.
2. **Condition of the signs at the Entrances** – Meresa asked if we had ever considered sprucing up the entrances with either additional or better lighting. She noted that the signs look dated. It was noted that the current signs were constructed in 2014. The board discussed many possibilities including but not limited to increasing the up-lighting, white-washing the brick. Steven noted that the area at Henderson and Royal flood and uplighting would be at risk of being damaged.
3. **Excess power/telephone poles** – Matt noted that new power/ telephone poles have been installed but the other poles that are not being used remain. Rebecca to follow up with Victor to see if he can assist.

There being no further business the meeting was adjourned at 6:50pm.

Board Minutes respectively submitted by Terie Velardi, POA Staff.

NEXT MEETING – The next BOD meeting is the annual meeting on Monday, April 10, 2023 at 5:30 pm inside the PCIGC Banquet Room.