

**TIMBER RIDGE PROPERTY OWNERS' ASSOCIATION
BOARD OF DIRECTORS MINUTES–July 10, 2023, Meeting**

PRESENT: Cathy Eagan Gill, Meresa Morgan(via Zoom), Matt Schultz, Ronnie Daniels, Charlie Reymond, Duane Glenn, Steve Rayes, Justin Jones

ABSENT: Rebecca O’Dwyer, proxy to Meresa Morgan

OTHERS: Andy McCracken – ARC interest via Zoom
Misty Dienes, Steven Hammons and Terie Velardi – POA Staff.

GUESTS: James Cucurullo, Tina Kirkpatrick, 130 Country Club

Call to Order: President, Cathy E. Gill called the May 8, 2023, meeting to order at 5:30pm. Cathy introduced Andy McCracken to the rest of the board. Cathy explained Mr. McCracken interest in serving on the architectural review committee. She noted that he has served as a member on the architectural review committee for his former property owner’s association in Texas. He has bachelors in engineering from Ole Miss and has extensive experience in commercial construction and knowledge of building code requirements. The board thanked and welcomed Mr. McCracken to the ARC.

Mr. James Cucurullo father and representative for and Ms. Tina Kirkpatrick introduced themselves to the board. Mr. Cucurullo has submitted plans to construct a 2-car carport attached to his daughter’s home on Country Club Dr. The initial submission was incomplete. Mr. Cucurullo subsequently updated the request with drawings and photos. The plans were rejected by AR. Mr. C went on to explain the project indicating the carport will be attached to his house. He went on to explain the materials of the structure are metal, framing, support posts & roofing. It was noted that AR rejected the pans primarily due to the roof pitch and materials. Cathy explained the roof pitch proposed is 3/12 and our covenants/requirements for non-living areas is 4/12. Mr. C indicated the roof pitch is 3-1/2 /12. Mr. C addressed the board and provided many photos of properties in TR with roofs having less than a 4/12 roof pitch. Mr. C explained the roof of the carport will begin under the eaves of the house to allow water to run away from the home. Members of the board asked questions about the materials, noting they are not similar, nor do they complement the design and style of the house. Mr. Cucurullo and Ms. Kirkpatrick left at 5:50.

The board discussed the elements of the proposed project. They acknowledged and accepted the request for the 3’ (three-foot) variance to the side yard setback. Additionally, due to the roof pitch of the proposed plans, they understand the interest and need to use a metal roof. However, the fact that the proposal to construct an attached metal structure, utilizing materials used in commercial construction, to an at grade brick home with shingle roofing is not harmonious in architectural design and aesthetic appearance. Therefore, the board rejected the proposed 2 car carport as presented.

MINUTES: The minutes from the May 8, 2023 and June 21 special meeting to elect officers were reviewed and were approved by consent.

FINANCIALS: Cathy noted that the financials for May and June are not available and are being tabled until next month. Cathy noted that we have a CD maturing in two days, we have two options to rollover the CD. The first option is 30-90 days at 5% or the second option is for 8 months at 5.25. Our other CD matures in the middle of November. The board discussed the options noting we have operational funds available and the 8-month option is advisable.

A motion to take the second option for 8 months at 5.25% was made by Matt Schultz and second by Justin Jones. The motion was carried out by unanimous consent.

Collections-

Terie reviewed the collection report noting we budgeted for 1129 lots and are currently at 1120 lots due to the combining of lots by members who own adjacent lots. As of June, we have collected 82.4% of the current years dues, which is slightly greater than the same period last year. Previous years dues reflect \$2,775 for May & June which is carried out to their respective year. After three years we range between 93 – 94.6%, which we use when we set the upcoming year's dues. Terie noted we did exceptionally well in collecting previous years dues. We collected for May & June \$332.00 in finance charges and \$616 in convenience fees charges to members paying via credit or with debit cards. An additional \$109 was recovered for court fees, and \$50 was collected from NSF charges. 15 Transfers for May and 8 in June were collected. All are market value sales. 43 access cards were replaced or reactivated in May & June. \$150 was collected for covenant violations.

COMMITTEE REPORTS:**Covenants -**

The board discussed a request from a property owner who has been on the covenant list for several months. It was noted that the property owners are requesting to have all of the CV assessments waived due to supply chain issues and not having skilled labor available to complete the job. The board reviewed the timeline and discussed the lack of communication and action by the property owner. It was noted that more than ample time has passed for the property owners to complete their project. The board voted not to waive the CV assessments. Misty reported that she sent out 8 CV letters for property maintenance, 4 vehicle/boat parking. Two were resolved. Matt identified two areas for discussion. One is the neutral ground on Poplar Pt. The contractors are using the neutral ground as a staging area for their equipment and supplies. Matt noted that the lot is pie shaped and there is no other area for them to utilize. It was noted that the area is City owned but we maintain it. The board asked the office to communicate with the property owner that the area will need to be made whole once construction has been completed. The other area of concern is on Royal between Youngswood Loop and Chestnut where the lot is being cleared and the limbs and brush are being left at the road. Cathy addressed the map in their packets and their respective areas of responsibility for overseeing covenant concerns. The returning members will keep their respective areas with Justin taking over AJ's area and Steve taking over David Amoss's area.

Member Comments –The board reviewed comments from members. A property owner suggested that the POA acquire a lift where it can be used to clean out gutters, especially on raised homes. The board considered the request and felt that it was not feasible to take on this type of responsibility. They noted that there are several companies in the area that do this type of work. A property owner reached out to a board member noting they say a house across the canal being struck by lightning. The office reached out to the homeowner asking if they were aware of the lightning strike. They indicated that they have someone looking into the damage. They expressed their appreciation and wanted to know who the board member was so they could vote for them when they run for the board. Another member reported seeing wasps at the playground by the pool.

Architectural Review –

The board reviewed the architectural projects. It was noted that 5 plans were approved by AR and the board. One was for new construction of a home, one for an addition, one for repairs in kind subject to city receiving a structural engineering report and two for fences. Other projects were discussed. One member recently purchased a parcel containing three lots and has future plans to re-subdivide the three lots and build on them. The office has not received verification that the lots have been divided nor have any plans been submitted for future development. The owner is currently repairing the existing structure. The board has asked the office to follow-up on the disposition of the subdivision of the lots.

The board reviewed a project for new construction of a single-family residence near the end of Ridgewood. The plans were submitted with subsequent changes and submissions over the last few months with the most recent submission at the beginning of June.

It was noted that previous owners had not constructed a bulkhead at this property resulting in land being lost due to erosion, therefore reducing the buildable site. As a result, the owners are requesting front and side-yard setbacks. The owners received approvals for the side yard setback from the adjacent neighbors. The city granted a front variance request for front entry garage doors.

The contractor provided a permit from DMR to build a bulkhead. Although the POA does not regulate waterfront amenities it is important to understand the big picture to know how the wetlands have impacted the lot. 200 yards of fill was added to the lot to increase the center elevation for their proposed house. The new ground height has created a situation where the majority of their property elevation is higher than neighboring properties. The contractor also indicated that swales were put in place to address or mitigate any potential run-off to the neighboring properties. AR indicated that they were going to physically visit this site to try and understand the whole situation (reduced size of a buildable lot, due to erosion as a result from previous owner's not protecting the land, drainage concerns due to the increased ground height, etc) along with the submitted documentation. ARC's subsequent visit indicated; with the recent rain AR did not see any evidence of swales and viewed run-off onto the neighboring properties and are asking the City for information. It was noted that AR just wants to ensure we are not creating a precedent that will be problematic going forward.

The board focused their attention on the request for variances to the side yard and front set-backs. The board directed the office to communicate with the city planner to determine the drainage is being or has been addressed by the city. A motion was made by Matt Schultz seconded by Ronnie Daniels and approved by all to approve the requests for the side yard and front variance pending confirmation from the City Planner that the City is addressing the drainage issues.

As a follow-up from April, Matt had attempted to speak with the property owner who installed a wire mesh "modern" fence without approval or in compliance with the standards received a 30-day extension, requested another extension along with a request for a variance for his fence last month. The board granted the extension but denied the request for a variance. Subsequently, he is asking for another extension indicating he was taking care of a family member. He submitted a drawing indicating he would shield the wire fence with vertical "scrape" boards. After reviewing the newest proposal, the board indicated that his proposal was unacceptable. Matt was asked to follow-up with the member. Open

Grounds & Maintenance –

Pool- SAC

Duane noted that we are having some technical difficulty with the access system with cards being turned on immediately during the 4th of July weekend. Duane suggested that the office let the property owner know that it may take up to 24 hours for the cards system to register reactivations. Duane reported that the lifeguards are doing an excellent job this year and suggested a reward and as a means of encouraging them to return subsequent years. Terie and Steven noted that when we have returning guards it offers continuity and stability. Members acknowledged that this year's lifeguards are much better than in past years. A motion to offer \$50 (net) bonus per year(s) of service was made by Duane Glenn, second by Ronnie Daniels and approved by all.

7:00 – Matt Schultz left the meeting giving his proxy to Charlie Reymond.

The supplemental list Matt put together for additions and improvements to the pool area was tabled until the August meeting.

Treasure Point –SAC – Duane suggested that as an emergency measure we install a push button to exit TP to prevent someone from getting. The board discussed the pros and cons. One downside is that when cards are used the card number registers in the system. Installing a push button negates the registration of a specific user. In the event of any issues at the Point Steven will need to spend additional time reviewing the tapes to see when and who entered and then left the Point. Another point brought up is individuals can jump the fence and push the button to allow others in. Duane reiterated the safety concern of someone getting stuck inside. Other alternatives were discussed. One being to have a button or pull box just for emergencies. While the members liked the alternative it does not negate others simply using the emergency button to gain access. Duane and Steven will follow up with the security access contractor.

Tennis/Basketball Court – Steven reported that the repairs to the tennis court gate have been completed.

City Update - No Report.

Security - Remote access for cameras at locations other than Treasure Point and the pool. Duane indicated that he would like to get together with Steven, Steve and Ronnie to come up with possible solutions. Tabled until the August meeting.

PCI – Cathy reported the kitchen will be opening Monday, July 17th.

Community Involvement – No Report .

OLD BUSINESS:

1. **Condition of the signs at the Entrances** – Steven reported that we received a quote to pressure wash the signs and spoke to the vendor and asked for a price to wash the curbing as well.
2. Authorization to allow the President of the Association to have sole approval of expenditures up to \$2,500. It was noted that there is an established process for regular monthly expenses where the officers review and approve expenditures. The measure allowing the president sole authorization is for extraordinary circumstances that need immediate attention or action. It does not negate informing the entire board of such actions at regularly scheduled board meetings. A motion to approve a board resolution as such was made by Charlie Reymond, second by Ronnie Daniels and approved by all.
3. Capital Improvements / Member Survey Tabled until the August BOD meeting.
4. AR_Application – New Construction. Cathy noted that a first draft of the proposed architectural application was sent to everyone via e-mail. She asked for comments and feedback. The board acknowledged the need to simplify the AR process and putting all of the salient points on one document should assist the AR process. The board asked that the draft be sent on to the ARC for review and comments. Once their comments are received the application will be brought back to the board for approval.
5. Meeting with City Planner. Cathy informed the board that the City Planner, Derek Duckworth is interested in meeting with the board to discuss the POA/ City relationship regarding development in Timber Ridge. A meeting with ARC, and board members will be set up for this purpose.

There being no further business the meeting was adjourned at 7:15pm.

Board Minutes respectively submitted by Terie Velardi, POA Staff.

NEXT MEETING – The next BOD meeting is the annual meeting on Monday, August 14, 2023, at 5:30 pm inside the PCIGC Banquet Room.