

**TIMBER RIDGE PROPERTY OWNERS' ASSOCIATION
BOARD OF DIRECTORS MINUTES--August 14, 2023, Meeting**

- PRESENT:** Cathy Eagan Gill, Meresa Morgan, Matt Schultz, Charlie Reymond, Duane Glenn, Steve Rayes, Justin Jones, Ronnie Daniels and Rebecc O'Dwyer.
Daniels and O'Dwyer left at 6:10- proxies to Jones and Morgan, respectively.
- OTHERS:** Misty Dienes, Steven Hammons and Terie Velardi – POA Staff.
- Call to Order:** President, Cathy E. Gill called the August 14, 2023, meeting to order at 5:30pm.
- Executive Session** 6:00 pm the board went into an executive session to discuss legal concerns.
Came out of executive session 6:10
- MINUTES:** The minutes from the July 10, 2023 meeting were reviewed and were approved by consent.
- FINANCIALS:** Meresa noted that we are caught up with the financials through July 31, 2023. She offered a snapshot of the overall pictures, noting we have \$830,000 of cash. In April we invoiced \$325,000+/- in dues and have \$128,000 in accounts receivable, inclusive of all years. Everything else is inline.
Motion to approve was made by Rebecca O'Dwyer, second by Ronnie Daniles and approved by all.
- Collections-** Terie reviewed the collection report noting we are slightly behind collecting this years dues (82.4%) compared to last year for the same period (84%). Collections of previous years dues trails last years collections \$7,000. Terie explained the collection process indicating 'oops did you forget" or friendly reminder to those who typically pay. From there we go to past due, court action pending to final letter and then to court. For all others we look at what level we had to take in the previous year and start from there. In other words, if we don't get payment until we send a "court pending" letter, then we start there. We collected \$150 in finance charges, \$126 in convenience fees, \$54 in court fees and \$25 for a bounced check. Transfers are slightly down from last year. We collected 9 transfers, bringing our monthly average to 11.5. We collected fees for 13 reactivation or replacement access cards. \$100 was billed in covenant assessments, none waived and collected \$600.

COMMITTEE REPORTS:

- Covenants -** Misty reported that the property owner who paid the \$600 in covenant assessments for property maintenance is still on the CV list. The board discussed details and asked what the current condition of the property is. It was reported that there is another crew removing all that was previously done and starting over. It was reported that insulation had been blown all over the street but came back the following day and cleaned it up. It was noted that the renovations have been going on for several years. The board decided to keep them on the list and continue to monitor the progress. If another violation occurs, then there will be an \$100 assessment and access cards will be shut off.
The property owners who have a short-term rental were assessed for an immediate violation, per the board's policy for STR. The property owners paid, however sent in a letter for the board's review complaining about the policy. The bard acknowledged the STR policy has worked well and has protected neighboring properties who are residents.
Misty went on to report that in July 2 were resolved and in August 8 had been resolved. The board reviewed other covenant violations. A property owner installed a "modern farm-like" fence that does not meet POA standards without going through the AR process. The property owner has not been in touch with an alternative or remedy as requested. The board directed the office to take the next step in the CV process.

The board discussed having a designated CV officer. Cathy reported that we have two individuals who know the subdivision interested in this position. The board discussed the two individuals and their experience and what they have to offer. The board unanimously agreed that having a designated individual would provide consistency and accountability. The board discussed whether to bring this individual on payroll or as a subcontractor and issue a 1099 at the end of the year. Duane suggested that we have a group get together in workshop setting to iron out the specifics and report back to the board. It was reported that Duane was going to help the office clean-up and streamline the CV process, similar to what he did for our access systems. Duane explained that he hopes to create a simplified version for reporting and sending out the CV letters. Cathy noted that there are two separate concerns to address, one being the process of collecting and administering data and the second being compensation. A committee of Duane, Matt as Board covenant coordinator, Rebecca, Meresa, Cathy and the office. Cathy will get together to iron out the details and report back to the board.

Member Comments –The board reviewed comments from members. They ranged from property owners who supplied documentation previously requested by AR and the board. To a member wanting to know how much they owed for dues, not covenants. A member reported that it appeared that a neighbor’s pool filter was not working as the water was green. The City planner indicated they were aware and would address the concerns a health & safety issue.

Architectural Review –

Cathy noted that the meeting that she, Matt, Rebecca, Terie and Misty met with PC City Planner, Derek Duckworth last week went well. We reviewed the roles of each entity noting differences in the respective regulatory documents. Mr. Duckworth informed us of city regulations that we aware not aware of. City permits are required to clear a lot. Prior to clearing an arborist must survey the property and identify live oak and magnolia trees. Silt fences must be used to restrict runoff. The POA was asked to contact his office, if we see a lot in question. Much of what was discussed had to do with the new construction of SFR. Covenants vs city regulations -Most significant in new construction are:

- roof pitch POA 7/12; C- 3/12
- Min GLA POA – 1,500; C- 1,000
- Setbacks- OA 30’(F), 20’ (R) and 10’ – side yard
- Max-Fence ht. POA-6’, C-8’

Grounds & Maintenance –

Pool- SAC

Steven reported that the new grinder pump has been installed at the pool and is finally up and running. The contractor installed the grinder pump in the beginning of July and stayed with the project until it was fully operational.

Duane reported that the access system has been working well until recently when it stopped working at the pool. The lifeguards monitored entry allowing members with cards access. Duane surmised that data being sent through the cloud was being interrupted in some capacity not allowing the readers to work effectively. He was able to resolve the issue by manually sending data. Duane will reduce the number of times it automatically transmits data from 4 to 2. Duane asked the office to let folks know that it may take up to 24 hours for their cards to be reactivated.

Supplemental Improvement list – The board reviewed the list with Matt indicating that many of the items on the list have been addressed. Steven removed the non-working receptacles at the pavilions. The tennis court fence has been repaired. The grinder pump controller has been replaced. The bike rack has been moved away from the fence to prevent

individuals from climbing on it to gain access to the pool. The replacement of damaged trees with shade trees is on hold until the fall when the weather is more suitable for planting. A quote to address the other items was reviewed. The quote to replace the trees will be addressed at a later date. A motion to approve up to \$5,300 was made by Rebecca, second by Meresa and approved by all.

Treasure Point – The Board reviewed a quote for repairs at Treasure Point, including fill, trimming of palms and grading the limestone. A motion to approve up to \$4,000 was made by Rebecca, second by Meresa and approved by all.

Tennis/Basketball Court –No Report.

City Update - Rebecca reported that there is the Short-Term Rental debate on Tuesday (8/15) at City Hall

Security - No Report

PCI – Cathy reported the kitchen is opening and going well.

Community Involvement – No Report .

Entrance Condition- Meresa noted that the entrance signs have been pressure washed and look better but still need to be freshened up. Meresa suggested a whitewash or German Schmeer the brick and paint the column caps and background a solid white. The lettering of the Timber Ridge lettering and palms be painted green.

Matt suggested that the area from Hackberry to Henderson owned by the POA be cleared of the underbrush 20' off the edge of the road to make it more presentable and improve the entrance area. Steven will request a quote from our lawn maintenance contractor.

OLD/ BUSINESS:

1. Capital Improvements / Member Survey Tabled until the August BOD meeting.
2. Steve Rays reported he Duane and Steven met to review our access cameras and look for ways to remotely access cameras other than the ones at the pool & TP. Steve reported that they have identified several vendors and are waiting to hear back from them. They're looking at upgraded functions with more capability than our current cameras. ARPL function - Ones with plate readers with night vision. There's a possibility of leasing cameras that will offer full service along with automatic upgrades as technology advances.
3. Workshops- As previously noted Duane suggested that board members get together in smaller groups to research projects and community needs and then report back at the next monthly meeting. ie. capital Improvements, member survey, covenants.
4. Blooming Grapevine – Cathy shared a flyer she was given about a company being formed that provides a service to homeowners take out and bring in trash cans. It might be useful for part-timers and short-term rental owners. The office was asked to put the information out on an e-blast.

There being no further business the meeting was adjourned at 6:45pm.

Board Minutes respectively submitted by Terie Velardi, POA Staff.

NEXT MEETING – The next BOD meeting is the annual meeting on Monday, September 11, 2023, at 5:30 pm inside the PCIGC Banquet Room.