

TIMBERTON VILLAGE HOA

REGULAR BOARD MEETING OCTOBER 5, 2015

MINUTES

Meeting called to order at 3:03 p.m. by Vice President Rich Durbin

Board Members present: Rich Durbin, Steve Frenzl, Debbie Wills, Vicki Derrenberger (quorum) – (Steve Beuby Absent)

Village Residents present: 3 individuals (see sign-in sheet on file)

One item was added to the agenda under new business:

- Item e: Expansion of Port Ludlow No Shooting Zone

- MSP to approve agenda as amended. (all ayes)

- MSP to approve Minutes from the August 3, 2015 regular Board meeting, the August 10, 2015 special Board meeting and the September 8, 2015 special Board meeting. (all ayes)

- New Homeowners: None present; Tom and Vicki Snelson on McKenzie Lane are recent arrivals

- Committee Reports:

- ARC – Steve Frenzl – 5 arc requests have been received. Two are fast track applications and the other 3 require Board approval.

- Cabbell - submitted application for backyard common area tree trimming. Motion to accept the application with the conditions that the correct arc form is completed and additional neighbor signatures are obtained. MSP (all ayes)
- Wills – submitted application to paint house with new colors. The colors are within the same palette as the existing color scheme. MSP (3 ayes, 1 abstain)
- Pettit – submitted application to paint her front door and shutters. MSP (all ayes)

Steve also reported that he recently attended an orientation and training of all village arc representatives. Everyone likes the TVHA Fast Track policy and he will be forwarding that information to them.

VMC – Debbie Wills – There has been a lot of activity going on this past month. Much of what was reported covered both the old and new business items on today's agenda.

Old VMC items:

- The Jefferson County Noxious Weed Board is now offering a free presentation on how to identify and remove noxious weeds. It was suggested that they be invited to a future Board meeting for this purpose. Steve Frenzl proposed taking this to the SBCA as noxious weeds are a concern to all of the villages.
- Debbie and Rich met with Jess from Wildflower Landscaping last week and discussed weed control. Jess stated that late May to early June is the best time to deal with weeds. Options other than the use of Roundup include the application of strong vinegar, not the household variety. The cost is approximately \$120 per bottle. Another option is a solution of muriatic acid (cheaper than the vinegar), baking soda (helps to neutralize the acid) and soap (allows solution to adhere to weeds). While highly effective on killing weeds, concern still remains if people or pets come in contact with it before it is neutralized completely. A third option is to burn the weeds but this is not feasible as long as there is a burn ban. Jess is also willing to pull weeds but this would be a very expensive option. Discussion to continue on how best to handle weed control in our community.

New VMC Items:

- Wildflower Landscaping has been working on Timberton Drive and should finish up most of the work this week. Brush is being trimmed back to the original hedge line and low hanging branches are being cut back. Jess wants to wait to prune the cherry trees at the entry monument area until November due to sap issues if limbs are cut too soon.
- Deer Landscaping and Wildflower Landscaping bids for work at the entry monument area are both within the budget. Debbie recommended going with Deer Landscaping. A motion was made to accept the bid from Deer with the stipulation that they not trim the cherry trees as this is to be handled by Wildflower (cost included with additional Timberton Drive work being done). MSP (All ayes)
- After the special meeting on September 8th to discuss improving the appearance of the Timberton Drive entryway, Debbie and Neil Black checked the depth of the existing mulch on both sides of Timberton Drive. With the exception of a few spots there is not much mulch remaining. Therefore a reasonable amount of new mulch will need to be applied.
- Steve Frenzl mentioned that the Timberton Drive street sign is not visible when traveling west on Paradise Bay. Both the street sign and the stop sign are hidden by a few branches from the corner tree. Steve has volunteered to remove those branches if that is allowed.
- Lydia Kelly, Neil Black and other community members have dealt with noxious weed removal. The VMC is looking for volunteers to help with projects to include weed abatement and common area clean up. An email blast announcing when a weeding activity or other cleanup event is happening will be sent out.
- Evaluation of the ponds will take place on Friday October 9, 2015. A portion of the liner in one is exposed and needs to be protected from the UV rays. Other concerns will also be addressed at this time.

FMC – Vicki Derrenberger – The financial reports for months ending August 31, 2015 and September 30, 2015 were sent out to all homeowners and posted on the web. There are currently 2 homes in escrow and one home in foreclosure. Taxes for fiscal year ending June 30, 2015 were filed (Form 1120H) and no taxes were owed.

At the end of September, out of the 78 homes in our village, we had 10 who owed varying amounts for dues and late fees. We are not a business that performs a service and then should be paid after services are rendered. We are an HOA and we need the dues to be paid when billed to cover expenses for what happens during the year.

The Finance Committee would like to look into writing a TVHA Assessments and Receivables Policy. We want to clarify for all members when assessment dues invoices will be sent out, when they will be due (30 days after billing would be appropriate), when they are considered past due, when late fees and/or penalties will be charged and what those amounts will be, and what steps will be taken if no payment is received by a certain date or number of days after invoicing. If anyone would like to be on the finance committee with us to please let us know.

Our current invoices make no mention of a penalty for late fees. If we determine that there is a need to send a certified letter, for example, to request payment of overdue dues, then we should be able to recover those costs. A late fee should not be excessive but allow us to recover any money spent on trying to enforce payment of late dues.

It was noted that the SBCA adopted an assessment and receivables policy on April 3, 2015 and North Bay amended a delinquent assessment collection policy on May 9, 2009. Steve Frenzl noted that the SBCA policy was passed by a Board vote.

Motion was made to allow the Finance Committee to pursue a written TVHA Assessments and Receivables Policy and it was suggested that it be in alignment with the SBCA policy. MSP (all ayes)

There is an outstanding bill from Wildflower Landscaping that was resubmitted as of June 30, 2015. The scope of work for this bill appears to be for “field mowing” in the amount of \$500. The Board recommended that this bill be researched further to see if this was an approved expenditure. Wildflower will be contacted for more details on what work was actually completed and when.

-New Business:

a & b discussed earlier in VMC report

c. Potential additional VMC projects – The common area at the end of Leighbrook Lane is overgrown. Volunteers have been mowing the weeds and trimming back the blackberries. A plan is needed in regards to cleaning this area up. It could be a volunteer project, similar to what was done on Timber Meadows earlier this summer. The only cost would be to haul away the yard waste. Homeowners on Leighbrook will work on a plan to bring to VMC’s attention.

d. Completion of Website host change – Rick Hellewell reported that he has fixed the issue with several links on the site and they are now working correctly. There was discussion in regards to what could be done to make the site more beneficial to both members and non-members. Rick would like to see monthly articles from Board and Committee Members. Emergency Management could also post notices. Any information pertinent to our village could and should be posted for all to see on the home page. The idea of a “Meet Your Neighbor” section with the focus on new neighbor information, perhaps headed up by the Welcoming Committee, or even expanding this to highlight all neighbors one at a time, as many living here have not had the opportunity to meet everyone, was discussed.

e. Expansion of Port Ludlow No Shooting Zone – When Jefferson County established the Port Ludlow No Shooting Zone in 1995 and 1996 the villages of Timberton and Olympic Terrace were not included. The PLVC is in discussions with the county to alter the existing zone to include those areas and possibly some others. Bill Dean requested that TVHA appoint a contact person for PLVC to follow up with on this subject. Rich Durbin volunteered to be the contact.

-Next Regular Board Meeting will be on Monday, December 7, 2015 at 3:00 p.m. at the Bay Club

MSP to adjourn at 4:23 p.m. (all ayes of Board Members remaining – Steve Frenzl left meeting at 4:16 pm)

Respectfully submitted,

Vicki Derrenberger
Secretary