

TIMBERTON VILLAGE HOA
REGULAR BOARD MEETING October 2, 2017
MINUTES Approved

Meeting called to order at 3:00 p.m. by President Mike Burke

Board Members present: Mike Burke, Lloyd Gill, Debbie Wills, Vicki Derrenberger (quorum)

Village Residents present: 10 individuals (see sign-in sheet on file)

-MSP to approve agenda. (all ayes)

-MSP to approve Minutes from the August 7, 2017 regular Board meeting. (all ayes)

New Homeowners: Not present, but it was announced that the newest resident is Ted Martine on Timber Ridge Drive. At this time all homes that have been on the market have sold and closed.

Comments from the floor: Steve Frenzl, chair of the Roadway Safety Committee, is gathering leaders to attend the Roadway Safety presentation to the County Commissioners on Friday October 13th at 2:00 and would like someone from the board to represent Timberton. Ruth Anne Hansen is circulating a petition on behalf of the Sheriff for 4 more deputies to patrol the area. The petition seeks to use money from the Commissioner's discretionary fund for this purpose. Currently there are only 3 deputies patrolling.

Formal Correspondence: Lloyd Gill (Village-ARC) and Debbie Wills (VMC Chair) mailed letters to eight (8) Timberton Village Homeowners whose property is adjacent to a Timberton Village common area that contains a wetland and a wetland buffer area. The letter included a map showing where the wetlands are and addressed what can be done in these areas. There are very specific guidelines from the county concerning wet lands.

Committee Reports:

ARC – Lloyd Gill – 6 arc requests have been received during August and September. Of these, 1 concerned cutting vegetation in the common area behind two homes and was approved by the TVHA Board and the other 5 required and received SBCA-ARC approval for tree removals on personal property, a driveway extension and the installation of steps at the end of a pathway.

Lloyd noted that the Timberton ARC permits are out of date due to changes from the SBCA-ARC and those currently on the Timberton website are the old forms. The new SBCA applications should be used and we will request that the Timberton website provide a link to www.plsbca.org where these may be found. It was suggested that a review of the ARC forms and VMC documents be made so that these may be updated where necessary.

The current Fast Track forms include items that the SBCA-ARC no longer requires an approval for. It was recommended that we get rid of that form and incorporate firewise items into the Limited Common Area Application.

VMC – Debbie Wills –

- One of the main revisions coming out of the SBCA-ARC is that Villages have control over their limited common areas. As a result, we need to take a look at the Vegetation Management Plan to determine what changes may need to be made to it and what reports should be updated. It would be prudent to learn more about any issues concerning soil erosion, our ponds and the landscape of our limited common areas.
- The current landscape contract is valid through the end of June. However, the VMC feels that it is important to go out to bid periodically and we have not done so for several years. VMC has received a limited number of bids at this time. Wildflower will be included, along with several additional companies. A decision needs to be made no later than the end of May 2018 as the new contract will become effective as of July 1, 2018.
- There has been an issue with nonresidents parking on the grass area at the top of Timberton Drive. Some cars have been pulling beyond the No Dumping Sign. Tires have caused ruts and part of this area is a wetland buffer area. It was proposed that a post and chain be installed to keep vehicles from pulling up on the grass as the No Parking On Grass Sign has not been effective. Debbie made a motion to allow the VMC to purchase, out of their funds, a post, post holder and chain to place across the top of Timberton Drive close to where the asphalt ends. (MSP - All Ayes)
- There will be a work day for volunteers to do some minor cleanup along Heritage Drive in order to clear branches that are extending into the culvert as well as to remove the horsetail and trim back some bushes at the monument corners.

FMC – Vicki Derrenberger –

- The financial statements and reports for the months of August and September were sent out to all homeowners via a blast email and were also posted on the web. In addition to the monthly electric and landscape maintenance costs, payment was also made for renewal of the Post Office Box.
- The Finance Committee made a motion to move \$690 of contingencies to the expense line item, Land and Capital Improvements, for the purpose of revitalizing the corner of Timberton Drive and Heritage Lane. This project was discussed, but not arranged, prior to the end of the 2016-2017 fiscal year. (MSP – All Ayes)

New Business:

- A. **Revisions to SBCA ARC Process** – The SBCA-ARC has completed a revision of the Design Standards and has updated the application forms. The main update is the understanding that the Village HOA has authority for what happens in their Limited Common Areas. Therefore any project(s) for those areas need to be submitted on a Village Limited Common Area Form and are to be submitted to the Village-ARC/Village HOA Board for approval. The other main change is that

Village-ARC's may only make a recommendation on the other application forms and approval/disapproval will be determined by the SBCA-ARC. The list of projects that no longer require approvals has been enlarged. These are noted in D.S. 4.2.2 and on Appendix A of the Design Standards. Applications and Guidelines for the Homeowner can be found on the SBCA website at www.plsbca.org.

- B. **Issue Resolution Process Review** – As the SBC-ARC is currently taking a look at the topic of complaints, it was recommended that Timberton hold off on establishing a Village Complaint Process until SBCA completes their review. However, this could take time so we are going to need to start to consider what steps a homeowner should follow if they have a complaint. This might include first talking directly with a neighbor; having the homeowner cite specific CC+R's that they feel are in violation in a letter to the HOA Board; sending a written notice to the homeowner giving them the opportunity to bring a violation into compliance; and what to do if the situation cannot be resolved.

Comments from the Floor:

- Dale Wills wanted to welcome the newest block captain for Timber Ridge Drive, Judy Gill. It was also noted that some Neighborhood Greeters and Block Captains are making visits together to new homeowners in order to provide more valuable information and to answer questions.

Comments from the Board: Mike Burke came up with a list of action items that we need to resolve, some of which will be reviewed at the next HOA Board meeting. These include:

1. Create a Limited Common Area Application for TVHA
2. Remove obsolete ARC Applications and other ARC information from the TVHA Website (Need to ask Rick to do this)
3. Need to revise the FAQ's as the ARC information on this is now outdated
4. Have Cynthia take a look at the Greeter Program to include the ARC Process Guidelines for Homeowners and make sure that handouts are up-to-date
5. Update Information on the Website as there are duplications of some items and other items are obsolete
6. Long Term – we need to make changes to the Vegetation Management Plan (VMP)

-Next Regular Board Meeting will be on Monday, December 4, 2017 at 3:00 p.m. at the Bay Club.

MSP to adjourn at 4:14 p.m. (all ayes)

Respectfully submitted,

Vicki Derrenberger