

# Timberlane Homes Association, Inc.

## Meeting of the Board of Directors

### June 11, 2018

**Open Forum:** Jared, who moved into the area in January, is running for City Council. Asked if there were things that Timberlane might need in addition to what the City is currently providing. Engaged in discussion around sidewalks.  
Discussion about parking issues.

**Meeting Called By:** Linda Caudle  
**Meeting Called to Order At:** 7:31PM  
**Meeting Purpose:** Regular Board Meeting (meets the 2<sup>nd</sup> Tuesday of each month)

**Roll Call**

Linda	Susan	Chele	Pat	Gerald	Gloria	Jenni	Dorian	Vacant	Melissa
Present	Present	Present	Absent	Present	Present	Present	Present		Present

- I. **Approve Consent Agenda**
  - a. Approve Meeting minutes of May 13, 2019
  - b. Officially remove Pat from the board due to attendance.
  
- II. **Adoption of the Agenda**
  - a. Approved
  
- III. **Committee Reports/Current Work Summary**
  - a. **Audit & Nominating-meets as needed, not open to the public due to the sensitive nature of the documents they review.**
    1. Review of the May 2019 Financials
      - a. Total Income was under the Total Expense by \$4,407.68
      - b. Maintenance was under budget by \$808.49
      - c. Audit was over budget by \$3,353.34 due to legal fees
      - d. Compliance Committee was under budget by \$166.67
      - e. Pub and Rec Committee was over budget by \$37.43 due to clean up days
    2. No new names were submitted for board positions.
  - b. **Publicity & Recreation-meets monthly every 2<sup>nd</sup> Tuesday at 5:30PM in the Timberlane clubhouse office.**
    1. Held a community clean up and got all dumpsters full and greenbelts cleaned up. There are still some areas that have debris that are cataloged by maintenance.
    2. Next event is National Night Out which will be held August 6<sup>th</sup>.
    3. The newsletter will be out the first week in July. All contributions should be turned in by June 24<sup>th</sup>.
  - c. **Architectural Control & Policy Compliance (ACPC)-meets monthly every 4<sup>th</sup> Thursday of the month at 7:00PM in the Timberlane clubhouse office.**
    1. Building up a new cadence for letters. Have about 60 to prepare and will have them out next week.
    2. Out of the 40 plus sent last month, 9 are now closed. Pretty good turnaround!
    3. Need to decide what the penalty is for moving the large rocks and continuing to access the greenbelt.
  - d. **Maintenance & Pool-meets monthly every 3<sup>rd</sup> Thursday of the month at 7:00PM in the Timberlane clubhouse office.**
    1. Have a tree bid to discuss tonight
    2. Need to have pool checked for leaking. Filled on Sunday was down again by Friday
    3. Need to purchase new camera equipment. Our current system is no longer recording. Would also like to move it out of the attic and down to the office for easier access.
    4. There are shrubs along 267th at the corner of 191st that need to be trimmed or removed. ACPC was

given the task to see if these were on personal property or HOA property. If on HOA property, it is now covering the sidewalk. Having these trimmed 3 time a year is quite expensive. I would suggest removing them. Previous homeowners have trimmed them back, as we never have, so we may want to work out something. I realize the house is currently up for sale.

5. Met with vendor to look at playground grants and equipment. Did find out that the grants want you to add matching funds. Dorian will continue to work this issue.
6. Have additional yard waste debris and garbage that a homeowner collected from greenbelt. Will see if we can find someone who can pick it up.
7. Pool gate had been left unlocked and kids got in to pool. Homeowners texted quickly, and we got them out.

**IV. Treasurers Report**

- a. See attachment 1

**V. Unfinished Business:**

- a. Insurance has now been renewed.

**VI. New Business:**

- a. Discuss Cloudy Sky Tree bid for lot in Division 4. \$3,600 plus tax, cleaning them up and leaving the wood.
- b. Discuss American Leak Detection for the pool.

**VII. Association Manager’s Report:**

- a. Delinquencies continue to increase month over month. Late fees will start posting effective end of June as per the new policy. 254 owners out of 916 significantly past due.
- b. 8 new owners set up ACH for auto payment.
- c. 11 new community members have moved in.
- d. Aqua Quip is working to get the pool ready. Will be doing a lead detection since it is losing water.
- e. Cloudy Sky Tree performed several dead tree removals.
- f. Still waiting for Catch All scheduling for the drain repairs.

**VIII. Table of Motions**

**Motion 1:** Approval of Consent Agenda  
Motion by: Gerald

Linda	Chele	Susan	Pat	Gerald	Gloria	Jenni	Dorian	
Yes	Yes	Yes	Absent	Yes	Yes	Yes	Yes	

**Motion 2:** Approve bid from Cloudy Sky Tree Service for dead trees in Division 4 in the amount of \$3,600 plus tax, cleaning them up and leaving the wood.

Motion by: Gerald  
2<sup>nd</sup>: Jenni

Linda	Chele	Susan	Pat	Gerald	Gloria	Jenni	Dorian	
Yes	Yes	Yes	Absent	Yes	Yes	Yes	Yes	

**Motion 3:** Approve spending of \$155.12 for cleanup day.

Motion by: Gerald  
2<sup>nd</sup>: Dorian

Linda	Chele	Susan	Pat	Gerald	Gloria	Jenni	Dorian	
Yes	Yes	Yes	Absent	Yes	Yes	Yes	Yes	

Meeting adjourned at 8:19PM

*Attachment 1 – Treasurers Report  
June 2019*

**Month End Balance:**  
Operating Fund

\$172,453.43

Reserve Account	\$ 56,976.74
Petty Cash	\$ 1,822.96
Bad Debt	\$149,863.14
Month End Income	\$ 31,821.32

**Monthly Expenses:**

Insurance	\$ 1,455.03
Legal Fees	\$ 868.00
Utilities & Garbage & Phone	\$ 993.48
Street Lights	\$ 2,514.02
Water and Sewer	\$ 193.46
Management Svcs.	\$ 4,637.50
Postage & Office Supplies, copies	\$ 2,096.78
Coupons	\$ 9.36
Maintenance	\$ 6,574.61
Pool	\$ 1,054.41
Payroll/Taxes/Services	\$ 469.20
Security Patrol	\$ 1,051.39
Reserve	\$ 1,000.00

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