

**Timber Lake Homeowners Association**

**Board of Directors Meeting**

**April 15, 2010**

This is a summary of the issues discussed and actions taken.

Michele Logan called the meeting to order at 7:00 p.m.

**Board members in attendance:**

Michele Logan	Becky Griffin
Di Jacques	Pat Kelly
Donna Eichhoefer	

**Approve Minutes:**

Pat Kelly made a motion to approve the February 18, 2010, minutes, Di Jacques seconded the motion; all were in favor and the motion passed unanimously.

**Treasurer's Report:**

Pat Kelly reported that as of March 31, 2010, our balance was \$19,289.01 in our general account and \$2,029.50 in the Road Fund account. Di Jacques made a motion to approve the Treasurer's Report, Becky Griffin seconded the motion; all were in favor and the motion passed unanimously.

Fourteen homeowners have not paid their HOA Annual Assessment as of this time. Five of these homes are in foreclosure, one is in pre-foreclosure, two are unoccupied and are for sale, two will pay by the end of April and four have otherwise not responded. Michele Logan recommended that liens be initiated immediately in the case of the foreclosure properties. Donna Eichhoefer moved that we proceed with liens in the case of the foreclosures, Di Jacques seconded the motion and it passed unanimously. Michele Logan will contact one of the four homeowners, who lives on Sprucewood Trail, regarding unpaid dues. Notices will be mailed to the remaining three homeowners advising their dues are past due and cautioning the homeowners that their property may be subject to a lien.

**Architectural Control Committee Report:**

There are two new renters in the neighborhood and two welcome flyers were delivered.

One property had a water heater removed from their yard after a lengthy delay. The owner of the truck parking overnight at the Pavilion was notified not to use that area for long term parking.

Letters were mailed to twenty-four homeowners regarding ongoing ACC issues.

## **OLD BUSINESS**

### **Neighborhood Welcome Committee Update:**

One new homeowner, on Red Cedar Court, was delivered a Welcome Basket. Michele Logan advised that there is a new homeowner on Bent Willow Drive that needs a Welcome Basket. Becky Griffin will deliver the Welcome Basket within the next few days. We have two unused Welcome Baskets that will be available for the next Board to use.

### **Stormwater/Grant Update:**

The grant agreement may be on the Leon County Commissioners' agenda as early as April 27, 2010. The agreement may be signed as early as mid-May. To expedite the process, Leon County staff anticipates hand-delivering the agreement to the County representatives who will be signing the agreement.

The Department of Community Affairs has given a verbal waiver of the competitive procurement process to allow the engineering firm that has already conducted engineering work in Timber Lake, to continue working on the project.

Rotor Rooter inspected the drain on Bent Willow Drive. Their analysis is that there is nothing blocking the drain, that the grate has better flow characteristics than other drains in the neighborhood and that any draining issues are related to the level of the water in the lake in relation to the drain outflows.

### **Grills Clean-Up Update:**

Donna Eichhoefer pressure washed the grills the weekend of April 10<sup>th</sup> and 11<sup>th</sup>. She will sand and paint the grills the weekend of April 17<sup>th</sup> and 18<sup>th</sup>. Michele Logan will put down rocks soon after the painting.

### **Nominating Committee Update:**

A flyer and ballot will be printed tomorrow and delivered to homeowners in the next couple of days. Michele Logan will mail flyers to the homeowners who do not live in the neighborhood.

The procedure for the election was reviewed. The list of eligible voters is on the Leon County Property Appraisers List. To verify eligibility, all voters must produce a photo ID to vote. The ballots cast at the election will not contain any identifying information about the voter. Voters will sign the eligibility list and be presented with a blank ballot to vote on. The ballot will be folded in half by the voter and handed to a member of the nominating committee, who will then place the ballot in the ballot box. The tally of the ballots will take place immediately after the closing of the polls.

All proxies must be turned into the Secretary, Donna Eichhoefer, by 6:00 p.m. April 30, 2010. Any proxies dropped off after this time will not be accepted.

In accordance with our governing documents, a quorum must be present. A quorum is a minimum of 74 voters, in person or by proxy. A concurrence of at least a majority of the voting interests present in person or by proxy must be attained. For example, in the case of 74, a candidate must receive at least 38 votes to win.

A reminder will be posted on the front page of the Timber Lake web site.

**Fountain Maintenance:**

The warranty on the fountain expires June 2010. We were due and scheduled for an oil change. When the oil was changed, water was found in the system. When the fountain was examined, a plastic bag was found wrapped around the system. The warranty does not cover damage resulting from debris, but the company will work with us to get much covered under the warranty as possible. Homeowners are reminded to work to keep debris out of the lake and pick up from the Commons area when necessary.

**Sewer Lift Station Relocation Project Update:**

The homeowner at 1429 Timber Ridge Drive still needs to inspect restoration at the property. The road has been graded down to address standing water issues. All issues with the common property have been addressed at this time.

**Fence:**

One fence post is broken. Homeowners were advised that the condition of the fence in general indicates that there will be a need for further repairs in the near future.

**Emergency Preparedness Plan Update:**

We have had only five volunteers to participate in the Emergency Preparedness Plan. In order for the Emergency Preparedness Plan to be effective, volunteers are needed. We will need between twenty-five and thirty volunteers. An Emergency Preparedness Plan is only as good as the volunteers. Michele Logan advised that she has an Emergency Preparedness Plan that she put together which is approximately 80% completed. She advised that she would be happy to complete the plan if necessary volunteers will come forward.

**NEW BUSINESS**

**Water Pipes:**

We received confirmation from the City of Tallahassee on April 2, 2010, that Timber Lake has asbestos water pipes. The City has assured us that their water quality testing has found our water consistently safe. Preliminary research by individual Board members indicates varying opinions regarding asbestos pipes. Di Jacques provided information regarding a water filtration system that she currently has at her home. Michele Logan advised she will have an independent water quality analysis done on her water sometime in the near future. She will share those results. In light of the new Board that will be taking

office, Michele recommended that this issue be researched and water quality testing be explored by the next Board.

**GUEST SPEAKERS:**

None

**REPORTS:**

None

The Board adjourned at 8:10 p.m.

Respectfully submitted,

Donna Eichhoefer, Secretary