

**Park At Timberhill Owners Association**  
**Minutes of the Board of Directors Meeting**  
**September 19, 2005**

Call to Order

President Todd Lewis called the meeting to order at 7:04 p.m. in the conference room of the Kings Crossing building, 2211 NW Professional Drive.

Attendees: Board members: Brian Egan, Rosemarie Hubley, Todd Lewis and Curtis Wright. Owners/Guests: Bob Cook, 3339 NW Poppy Drive, Dave Porter, 3394 NW Poppy Drive, Valerie Marty, 4002 NW Poppy Drive, and Dave Stubbs, DLS Associates, 3205 NW Huckleberry Place.

Approval of Prior Meeting's Minutes

Motion made by Brian Egan to approve the minutes of the last meeting as distributed. Seconded by Rosemarie Hubley. Approved unanimously by the Board.

Open Forum (One-half hour maximum allocated time for owners/residents to address the Board on matters not on the agenda.)

1. Bob Cook requested that a dead tree in the Tract C common area behind his property be removed. He noted that branches had fallen from it in earlier storms. Bob expressed concern about the tree falling, an endangerment to his and other neighboring properties.

As an emergency action, Rosemarie Hubley made a motion for her to contact Stutzman, PATOA's landscaping service, and direct them to contact Bob Cook to identify the tree, and remove it. Seconded by Brian Egan. Approved unanimously by the Board.

2. Bob Cook expressed concern about a neighboring property where the front lawn is not being mowed, in violation of the CC&Rs. Discussion was held regarding this, as well as other, observed violations of CC&Rs and Community Rules. Brian Egan volunteered to draft a summary of the CC&Rs and Community rules for distribution to the PATOA membership. Valerie Marty volunteered to assist him with distribution. It was agreed to put this matter on the agenda for the Board's next meeting.

3. Dave Porter expressed concern about the varying states of health of the street trees in the Park at Timberhill; ranging from some that are thriving to some that are struggling to a few that are dead. He stated that these trees are a community asset, as well as being the City-mandated legal responsibility of individual property owners, and it behooves the PATOA to foster efforts to assure the proper care for long term growth of these trees. Dave volunteered to develop a "street tree care checklist" for distribution to the membership. Discussion was also held about the feasibility of a PATOA-wide annual inspection by a certified arborist. Perhaps making this a part of the landscaping contract. It was agreed to put this matter on the agenda for the Board's next meeting.

4. Valerie Marty expressed concern about the fulfillment of the landscaping requirements for the Tract A common area. Brian Egan volunteered to contact the City and the developer to determine the status. It was agreed to put this matter on the agenda for the Board's next meeting.

#### Treasurer's Report

None.

#### Temporary Adjournment to ARC

President Lewis put the Board of Directors meeting on hold, so that the Directors, sitting as the Architectural Review Committee, could consider pending applications.

1. Bowey application. Valerie Marty informed the ARC of what actions she and Jim Bowey had taken on their property with respect to their landscaping. She expressed their desires to fully comply with the CC&Rs. She noted the communications and time delay frustrations they had had in working with NW Community Management over the past few months as they sought approval. The ARC advised her of its continuing concerns regarding grading and drainage issues. Valerie advised the ARC that the requested documentation would soon be provided to Laura Lynn at NWCM for forwarding to the ARC.

2. Yates application. Dan and Mary Yates have requested ARC approval to remove the hedgerow of Arborvitaes planted along their SW property line on Huckleberry, running from the fence line at 29<sup>th</sup> street to their front fence line on Foxtail. They propose to install a "good neighbor" fence, in accordance with the specifications set forth in the CC&Rs. The application was unanimously approved.

There being no other ARC matters to consider, President Lewis reconvened the Board of Directors meeting.

#### Landscaping Contract Renewal

Rosemarie Hubley reported that she had received a proposal from Cedar Crest. She was contacting Stutzman to solicit a proposal from them. She shared with the Board an email from Scott Raska, NWCM, regarding their earlier (April 2005) evaluation of bids from landscaping firms. Discussion was held regarding other firms that Rosemarie could contact for bids. She will continue to work on this matter and will report back at the next Board meeting.

#### Presentation by DLS Associates, a property management firm

At the invitation of the Board, Dave Stubbs, of DLS Associates, made a brief presentation about his property management firm – its services, fee structure, and experience. He also provided the Board members with an information packet. Mr. Stubbs expressed his interest in being of service to PATOA, should the Board wish to retain him.

#### Property Management Contract Renewal

In the Treasurer's absence, Brian Egan noted that he understood that Fred had not yet received the information requested of NWCM following the last meeting. Todd Lewis agreed to contact NWCM for a formal proposal for 2006. Brian Egan will request a similar formal proposal from DLS Associates. Both will be considered at the next Board meeting.

#### Adjourn

There being no further business before the Board, President Lewis adjourned the meeting at 8:58 p.m.

Submitted on September 21, 2005 by

Curtis Wright  
Secretary