

Park at Timberhill Owners Association
Minutes of the Board of Directors Meeting
January 23, 2006

Call to Order

President Todd Lewis called the meeting to order at 7:07 p.m. in the conference room of the Kings Crossing building, 2211 NW Professional Drive.

Attendees: Board members: Brian Egan, Todd Lewis, Fred Bruck and Curtis Wright.

Community Manager: Dave Stubbs, DLS Associates.

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

Brian Egan informed the Board that the city had installed a “dead end” sign on Silktassel Drive, which should discourage unnecessary traffic.

Approval of Prior Meeting’s Minutes

Motion made by Fred Bruck to approve the minutes of the last meeting as distributed. Seconded by Todd Lewis. Approved unanimously by the Board.

Treasurer’s Report

1. Fred Bruck reported that the YE2005 actual costs were approximately \$2,000 more than the initial budget forecast in September. This was due mainly to higher than anticipated water expense and unplanned for management firm transition expense.
2. Fred Bruck informed the Board of higher money market interest rates being available through online banks, such as ING. He will investigate if these particular accounts would be available to PATOA, because it is a non-profit corporation, rather than an individual.

Community Manager’s Report/Action Items

1. Dave Stubbs advised the Board that it needed to change to a local agent (rather than current Portland-based agent) for its State Farm insurance. He recommended the Vern Johnson agency.

Motion made by Todd Lewis directing DLS Associates to transfer PATOA’s State Farm insurance to the Vern Johnson agency. Seconded by Curtis Wright. Approved unanimously by the Board.

2. Dave Stubbs informed the Board that he has prepared the necessary Federal and State tax returns for PATOA. Treasurer Fred Bruck signed them, for filing by Dave Stubbs.
3. Dave Stubbs reported that the transition from NWCM is nearly complete. He is waiting for the Oct-Nov 2005 checking statement.

4. Dave Stubbs informed the Board that June 2006 will be the date for final inspection of the common area landscaping by the City, prior to termination of the developer's bond. He has the matter calendared, and will keep the Board apprised, so that all pertinent issues, such as the viability of certain trees in area "A," can be addressed in said final inspection.
5. Dave Stubbs advised the Board that he had conducted extensive research into the matter of the reserve fund for the 400 feet of 4-foot high fencing on Huckleberry, and could find no record supporting this fence being a PATOA common area responsibility, as opposed to being the responsibility of individual property owners, as are all other fences in the community.

Motion made by Brian Egan to terminate collection of reserves for said fence, and to redirect collected funds in this reserve account to the Association's general fund, because no records have been found to support this fence being a PATOA responsibility. Seconded by Todd Lewis. Approved unanimously by the Board.

Board Resolution: Resolved, that the Association is specifically responsible for maintenance of the legally defined Common Area within the community, and that the maintenance of all other property is the responsibility of individual property owners, in accordance with the CC&Rs. Motion made by Todd Lewis for adoption. Seconded by Curtis Wright. Approved unanimously by the Board.

Architectural Review Committee (ARC) Report

No report. However, committee member Brian Egan did note that the Community Management firm had prepared a comprehensive list of all prior ARC applications and decisions, by property. Brian Egan also told the Board the ARC would be meeting to consider rules for satellite dishes, and a possible amnesty program for unapproved changes to properties.

Landscaping Committee Report

No report.

Old Business

1. Web site. Brian Egan informed the Board that the new PATOA Web site was up and running smoothly, that the Board's email system was functioning properly, and that nearly all relevant PATOA documents, such as the CC&Rs and the ARC application form, have been posted online for the convenience of the community membership.
2. Policies and Procedures document. By consensus, the Board agreed reviewing and/or revising the document would be best accomplished in a dedicated working session. Brian Egan volunteered to host such a meeting. He will contact the Board as to date and time for all interested Board members to attend.

New Business

Selection of officers: Motion made by Curtis Wright for current officers -- Todd Lewis, President; Fred Bruck, Treasurer; Curtis Wright, Secretary – to be re-elected for one-year terms. Seconded by Brian Egan. Approved unanimously by the Board.

Notice of Next Meeting

The next meeting will be held at 7:00 P.M. on Monday, February 20. The location will be the conference room of the Kings Crossing building, 2211 NW Professional Drive, unless decided otherwise; please check the Web site for the latest location

Adjournment

There being no further business before the Board, President Todd Lewis adjourned the meeting at 8:45 p.m.

Submitted on January 26, 2006 by

Curtis Wright
Secretary