

Park at Timberhill Owners Association
Minutes of the Board of Directors Meeting
June 19, 2006

Call to Order

In the absence of the Board President, Brian Egan volunteered to preside, and he called the meeting to order at 7:03 p.m. in the conference room of the Northwest Hills Community Church, 3300 NW Walnut Avenue.

Attendees: Board members: Fred Bruck, Brian Egan, Rosemarie Hubley and Curtis Wright.
Community Manager: Dave Stubbs, DLS Associates.
Owners/Guests: Kathy McLane (ARC member) 2884 NW Silktassel Drive

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

No comments.

Approval of Prior Meeting's Minutes

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

Treasurer's Report

1. Fred Bruck advised the Board that he had reviewed the latest financial statements – March, April and May - provided by DLS Associates and that all appeared in order.

Motion by Fred Bruck to accept the March, April and May financials as provided by DLS Associates. Seconded by Rosemarie Hubley. Approved unanimously by the Board.

Community Manager's Report/Action Items

1. Dave Stubbs informed the Board that he had sent letters to owners of three properties with landscape issues. He reported there has been some improvement made on Lot 45, but more needs to be done. He has just sent the letter to lot 46 and is waiting a reasonable period of time to see what the owner does. Lot 9 has been sent a letter, with a response/action deadline of July 15. The owners of lot 9 are to provide an ARC form for its landscaping that was installed without prior ARC approval. They must also address the issue of their landscaping encroaching on the Common Area "B" adjacent to their west lot line. Dave provided the Board with photographs he had taken that showed the significant extent of the encroachment – planted trees and shrubs, spread bark.

By consensus, the Board directed Dave Stubbs to follow-up with a letter to Lot 46 owner acknowledging improvements, but also indicating specific actions still needed to bring the

landscaping into compliance with CC&Rs. This approach is also recommended for any future follow-up needs on other lots, such as lot 45.

2. Dave Stubbs deferred comment on the email from homeowner regarding noise and chalk drawings on sidewalk, as this matter is on the Agenda, under New Business.
3. Similarly, Dave Stubbs deferred comment on the City Landscape Inspection, as this matter is on the Agenda, under Old Business.
4. And similarly, Dave Stubbs deferred comment on backflow testing, as this matter is on the Agenda, under Old Business

Architectural Review Committee (ARC) Report

In the absence of the Committee Chair, member Kathy McLane reported that the ARC had met on June 8. The committee elected Jim Bowey Chair and Dave Porter Vice Chair. The committee parceled out to each of its five members certain pages of the current Policies, Procedures and Guidelines for CC&Rs Enforcement to “champion” in editing and updating. After exchanging emailed suggestions on such changes, the committee decided to review and finalize the document – perhaps splitting it into two or more documents for better focus – at a planned June 29 meeting.

Landscaping Committee Report

Kathy McLane provided to the Board a recommended landscape drawing for the Park at Timberhill monument area at 29th & Huckleberry. The Board reviewed, and by consensus, approved the plan. Kathy agreed to drive the effort to get the work done.

Motion by Brian Egan authorizing Kathy McLane to spend up to \$500 for plant purchases and installation and time-controlled electrical illumination of the monument sign, and get reimbursement by DLS Associates from PATOA funds. Seconded by Curtis Wright. Approved unanimously by the Board.

Welcoming Committee Report

No report. Chair Valerie Marty was traveling, unable to attend. No substitute was present.

Old Business

1. Policies and Procedures document. As reported above under Architectural Review Committee Report.
2. Backflow Testing. Dave Stubbs advised the Board that this work would be done within the month. If the timing of the work meshes with the release of the next PATOA newsletter, Dave will include notice of activity, so owners will not be surprised should they see testing in progress in front of their house.
3. Landscaping Problems. As reported above under Community Manager’s Report.
4. Ongoing sign issues. No illegal realtor’s or other signs at present. Community Manager will enforce the CC&Rs and the City code, which prohibit street corner signs
5. City Landscape Inspection (maintenance bond signoff). Dave Stubbs informed the Board that this was still to be scheduled. It has been delayed a number of times by the City. Dave

will be addressing the trees and landscaping below lot 37, the missing tree on 29th (8th up from Huckleberry), and the two trees on Poppy at Foxtail.

New Business

1. Noise issues. The Board discussed the issues raised in the email sent to all Board members by a homeowner regarding noisy kids playing in the front of their house and drawing with chalk on the sidewalk in front of their house. By consensus, the Board determined that it had no authority for involvement in this matter, and asked Dave Stubbs to respond accordingly to the homeowner. Further, by consensus, the Board agreed that the Community Manager should be the “first responder” to any communications from PATO members to the Board at large, or individually.
2. Meadows at Timberhill landscaping. Brian Egan advised the Board of a landscaping care issue that had occurred at the Meadows development, adjacent to Park at Timberhill. It is being remedied. He also raised the issue of the joint care (Meadows, Park at Timberhill, Meadowridge) of the retention pond south of 29th and Huckleberry. Dave Stubbs is to investigate and will report back on Meadowridge’s responsibilities.
3. Street trees. Curtis Wright agreed to investigate, with Dave Stubbs and Dave Porter, potential liability issues for PATOA with regards to assuming responsibility for pruning and fertilizing of the street trees. He will report back at the next Board meeting.
4. Rosemarie Hubley advised the Board that she would be resigning from the Board after the next meeting, concluding the one year she had agreed to serve.

Notice of Next Meeting

The next meeting will be held at 7:00 p.m. on Monday, September 18, 2006. 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, Brian Egan adjourned the meeting at 8:45 p.m.

Submitted on June 29, 2006 by

Curtis Wright
Secretary