

The Meadows at Timberhill Home Owners' Association

Minutes of Thursday February 15, 2024 Board meeting

Meeting called to order at 7:12 p.m. PST. **Present:** President Robert Neary, Treasurer Maggie Wang, Secretary Ike Ghozeil, Sherrie Tate of Fleming Properties LLC (FPL), and owners Bruce Bowlby, Patricia Bowlby, Chantal Chevallier, and Marianne Clausing-Lee. Meeting was conducted via Zoom. A new link will be used for future meetings.

Open Forum: No discussion

Housekeeping and Report Items:

1. Approve Minutes from the Board meeting of January 17, 2024 – Ike
 - a. The minutes as posted on website were approved
2. Approve the Treasurer's report – Maggie
 - a. The ~\$34K expense in January was for earthquake insurance
 - b. The report was approved
3. ARC request
 - a. An owner has petitioned the ARC regarding installing an accessibility railing at the front steps of the property - request was approved by the Board via email before the meeting
4. Committee reports – Landscape Committee – none at this time
5. Report from Fleming Properties LLC (FPL)
 - a. Status of delinquent accounts
 - There are six accounts that are 90+ days overdue
 - No Board approval required for FPL to take action against delinquent properties
 - FPL will follow past procedures in informing owners via certified mail that a lien is being filed against their properties, and will file these liens
 - b. Roofing status
 - Roofing repairs and broken window issues have been resolved/repaired by contractor
 - c. Gutter cleaning
 - Clogged downspouts have been discovered although they were supposed to have been cleaned
 - Company that did the work will be asked to reimburse the HOA for the cost to remedy these problems
 - Company will be asked to inspect all its work to ensure it was done per contract
 - d. Landscaping
 - FPL will ask landscaping company to explain charges for winter season when minimal work is needed
 - FPL will obtain bids from reliable companies for future work, including every-other-week mowing in peak season and allowance for minimal workload in winter
 - FPL will obtain bids from arborists for tree trimming, with emphasis on trees buildings
 - e. Painting status
 - Resumption of painting is on hold at this time
 - Chantal will provide recommendations as to which buildings need repainting
 - South-facing buildings are the most likely ones to need attention
 - FPL will obtain bids for this work
 - f. Trailer parking in driveway request was addressed as a CC&Rs issue at last meeting

- Owner has agreed to remove the trailer
 - FPL will send owner a letter stating timeframe in which trailer must be removed
- g. Reserve study was not performed last year
 - FPL will proceed to getting this done for this year
 - h. WCM may not have filed the HOA's taxes last year
 - HOA President was not asked to sign a tax return for 2022
 - FPL will determine the status of this filing and will file return if it was not done
 - i. Other items regarding management company
 - WCM is being dissolved and has sent out a 60-day notice of termination of contract effective February 13
 - A new contract has been signed with Fleming Properties LLC (FPL) effective February 28, 2024 to March 1, 2025
 - A new Zoom link will be used for future Board meetings
6. General announcements and items for the record – President Robert Neary has announced his intention to resign from the Board after the next Annual meeting, ending 19+ years of service, but will continue to attend meetings and offer the benefit of his years of experience

Discussion and Decision Items:

1. Landscape watering resolution clarifying owners' responsibilities has been approved
2. Next year's insurance premiums are likely to increase because of inflation
3. Next meeting will be on Wednesday March 20, 2024 at 7:00 p.m. PST via Zoom using a new link to be provided before that meeting

Action Items:

1. Chantal will provide recommendations as to which buildings need repainting
2. FPL will do the following:
 - a. Proceed with putting liens on properties with accounts 90+ days overdue and inform their owners of this action via certified mail
 - b. Ask the gutter cleaning company to reimburse the HOA for the cost of cleaning out the downspouts they left clogged, and to inspect their work to ensure there are no other problems
 - c. Contact landscaping company to explain charges for winter season when minimal work is needed
 - d. Obtain bids from reliable landscaping companies for future work, including every-other-week mowing in peak season and allowance for minimal workload in winter
 - e. Obtain bids from arborists for tree trimming, with emphasis on trees contacting buildings
 - f. Obtain bids for repainting, once buildings in need of work are identified
 - g. Send letter to owner with trailer in driveway stating timeframe in which trailer must be removed
 - h. Proceed with getting 2023 taxes done and ensure that taxes for 2022 were filed
 - i. Proceed with doing/completing the reserve study for this year

Date and time of next meeting: Wednesday March 20, 2024 at 7:00 p.m. PST via Zoom using a new link to be provided before that meeting

Adjournment was at 8:07 p.m. PST
Respectfully submitted, Ike Ghozeil, Secretary