

The Meadows at Timberhill Home Owners' Association

Minutes of Wednesday March 20, 2024 Board meeting

Meeting called to order at 7:00 p.m. PST. **Present:** President Robert Neary, Treasurer Maggie Wang, Secretary Ike Ghozeil, Charlotte Fleming and Sherrie Tate of Fleming Properties LLC (FPL), and owners Chantal Chevallier and Marianne Clausing-Lee. Meeting was conducted via Zoom at this link:

<https://us06web.zoom.us/j/2330333063?pwd=gfFuFlqTbL1gHzSq4URrupMkSaGwrM.1&omn=86087100840>

Open Forum: Chantal reported that the railing on her unit was replaced and repainted as requested. Robert reported on similar work done on his unit.

Housekeeping and Report Items:

1. Approve Minutes from the Board meeting of February 15, 2024 – Ike
 - a. The minutes as posted on website were approved
2. Approve the Treasurer's report – Maggie
 - a. Maggie reported that the Farmers Insurance overpayment was reimbursed to the HOA
 - b. Charlotte will provide Maggie with login information for access to the financial overview
 - c. The report was approved
3. ARC request – none at this time
4. Committee reports – Painting: Chantal reported that six buildings need repainting, and she will revisit the inspection to identify which ones need painting soonest
5. Report from Fleming Properties LLC (FPL)
 - a. The once-a-year backflow testing was \$200 over budget
 - b. Status of delinquent accounts
 - Four accounts are 90+ days overdue
 - FPL has informed these owners via certified mail that a lien will be filed against their properties if their accounts are not current by April 1, 2024
 - One owner's address is not current and Robert will provide Charlotte the contact information he has, based on the Benton County Assessor's Office records
 - c. Tree pruning
 - Bids were reviewed and one offer was selected
 - Decision was made to do the most pressing work as soon as possible
 - Less urgent work is deferred because of budget constraints
 - Sherrie will contact contractor to find out when the work will be done
 - d. Trailer parked in driveway in violation of CC&Rs
 - Owner replied to HOA and requested an amendment of the CC&Rs and other considerations
 - Amending the CC&Rs is a very difficult process that is not likely to succeed because owners do not want trailers and similar items in driveways
 - Robert will phone the owner (done after the meeting) to explain the situation
 - Owner has been informed in writing that he has until March 31, 2024 to comply with the Board's request and stated to Robert that he intends to comply (done after the meeting)
 - e. Gutter cleaning

- Multiple instances of clogged downspouts and gutters have been discovered although they were supposed to have been cleaned
 - Attempts to contact the company that charged for this work have failed – intent was to ask them to inspect all their work to ensure it was done per contract and to correct the problems the HOA has found
 - Robert will contact the Construction Contractors’ Board to seek remedy to this problem – he will write a detailed letter with photos showing the problem areas
 - HOA will consider going to Small Claims Court if this problem is not corrected
- f. Status of financial review, reserve study and tax filing
- Charlotte has identified a company that can file our taxes and perform a financial review
 - a. Board approved the tax filing, and awaits input regarding the feasibility of the financial review by this company
 - Bid was received with multiple options for performing a reserve study– the third option (no site visit) was selected by the Board and the company will be asked to proceed with the study
- g. Landscaping
- FPL has obtained bids for landscaping
 - All landscaping companies charge customers on an equal monthly basis – same amount per month over the annual period of performance, rather than charging more in summer and less in winter
 - Charlotte suggested that Board meet with other HOAs’ board members to discuss pooling of contracting to obtain more favorable pricing
 - Landscaping decision deferred until next meeting
- h. Painting status
- Resumption of painting is on hold at this time
 - Chantal provided recommendations as to which buildings need repainting and she will revisit to determine which need painting soonest
6. General announcements and items for the record
- a. Fee schedule was corrected

Discussion and Decision Items:

1. Decision was made to do the most pressing pruning work as soon as possible – less urgent work is deferred because of budget constraints
2. Owner with trailer in driveway will be contacted by Robert (done)
3. Further steps will be taken to get the gutter cleaning company to remedy their poor workmanship
4. We will proceed with tax filing, and will perform financial review and reserve study
5. Landscaping decision is deferred until next meeting – Charlotte suggested that Board meet with other HOAs’ board members to discuss pooling of contracting to obtain more favorable pricing
6. Resumption of painting is on hold at this time
7. Next meeting will be on Wednesday April 17, 2024 at 7:00 p.m. PST via Zoom

Action Items:

1. Chantal will revisit the building inspection to identify which ones need painting soonest
2. Robert will provide Charlotte the missing delinquent owner’s contact information, based on the Benton County Assessor’s Office records

3. Robert will contact owner with trailer in driveway and send him follow-up letter (done)
4. Robert will write letter to the Construction Contractors' Board to seek remedy to our inability to contact the gutter cleaning company – will include photos of problem areas
5. Board needs to decide if it will meet with other HOAs' boards to consider pooling of contracting to obtain more favorable pricing
6. FPL will do the following:
 - a. Charlotte will provide Maggie the login information to access the financial overview
 - b. Sherrie will contact pruning contractor to find out when the work will be done
 - c. Will document FPL's attempts to contact the gutter cleaning company so Board can pursue remedy to their inadequate workmanship
 - d. Proceed with getting 2023 taxes done
 - e. Proceed with obtaining input from company likely to do the financial review
 - f. Proceed with getting the reserve study for this year done

Date and time of next meeting: Wednesday April 17, 2024 at 7:00 p.m. PST via Zoom using this link:

<https://us06web.zoom.us/j/2330333063?pwd=gfFuFlqTbL1gHzSq4URrupMkSaGwrM.1&omn=86087100840>

Adjournment was at 8:16 p.m. PST

Respectfully submitted, Ike Ghozeil, Secretary