**Timber Ridge HOA**

**Board Meeting**

**April 7, 2018**

The meeting was called to order at 1:30PM. Board members Carolyn Morton, Howard McCoy and Cynthia Portillo were present. Tim Royse, treasurer was also present at the meeting. No other guest in attendance.

Carolyn asked if there were any additions or corrections to the minutes of the previous meeting held on October 14, 2017. There were none. Howard moved the minutes of the last meeting be approved. Cynthia seconded; motion carried.

Tim Royse presented the Treasurer’s Report dated, 4/1/18 thru 4/9/18. The report was approved.

**Old Business:**

* Past Due Dues/End of year liens – There are 15 dues outstanding. There were 4 liens filed in 2017 totaling an amount of $17,205. Tim will be mailing an invoice for the 2018 dues owed.
* Trim all trees in commons – Howard to get with Randy and establish a time frame for completion.
* 11001 Westport – Trailer parked in drive and there is a hole in front of the driveway where additional concrete slab was to be poured. Letter sent 10-25-16. OCI talked to home owner and this has been taken care of.
* 1801 Shefford- Susan Lindow's house (she is deceased) daughter Sarah is renting out.

There is a Jeep parked on the grass beside the house.  They have installed a fence which Clark believes is sitting in the common's area property. Don't know if a permit was obtained or not.  The back yard is beyond looking awful.  They leave their trash sitting in front of the garage.  Supposedly, they are going to put a concrete pad on the side of the house where the Jeep is now parked.  If they do, it will abut right up next to the neighbor's property line.  If they didn't get a permit for the fence, we would guess they won't get one to put the concrete in either. Turned into OCI 10-6-17. Update-the trash has been picked up, looks a little better. OCI says parking the Jeep on the side of the home is legal. Howard is going to walk by and inspect backyard to see if anymore issues.

* 1822 Shefford- Marcus Wise - Just purchased June 30. He has a basketball goal sitting in the street. Goal has been re-moved
* 1829 Shefford- Sharon Shrewsbury - just closed on house 8-27. She is building a shed which Clark describes as being up by the front of the house and not in the back yard.  She did not get approval from the board and she did not get a permit from the city.  Susan called Carolyn Morton on 10-13-17, and asked what we needed. Carolyn told her a copy of the permit from the City. She had a builder install it and is also planning on putting up a privacy fence. Carolyn told her we would need a copy of that permit as well. Susan provided the permit, all okay for now.
* 1830 Shefford- Matt and Rachel Habiger. He has a work trailer that he used to park in his driveway.  Someone from City came out and told him he couldn't park it in the driveway.  He had it somewhere else for awhile and now has gone back to parking it on site beside the house in the grass. Turned into OCI – 10-6-17. Howard checking with OCI on this one.
* 1833 Shefford - Gabriel Martinez and Susan Gitzen. We think this house just changed hands at the end of May.  They may not be aware of the restrictions. They have a boat on the side of the house. Cynthia - Sent them our boat letter.  Gabriel called Carolyn Morton on 10-12-17, and was a little upset with the tone of the letter but his boat has already been moved. He wanted to know if he could put a garage where the slab is next to his garage. I told him he would have to contact the City to see if that process would meet the City’s codes.
* 1837 Shefford- Gary and Christy Allen. They have an El Camino with the cab removed sitting on the street.  It has a ladder in it and has painted graffiti all over it. The tags are expired and it doesn't move.  On 10-9-17, this was gone. There is a truck in the drive way with expired plates.  They leave their trash cans in the street beside the El Camino.  They have a jet ski on the side of the house.  In the evening there are like 4 or 5 cars parked and sometimes in front of other people's houses; this is not an HOA issue. This has already been turned over to OCI and they have a court date upcoming. This property is better, jet ski gone and trash removed. Still a lot of cars.
* 2001 N Parkdale **–** Neighbor complaint concerning vehicles parked in the street for weeks at a time without being moved, home in need of some repairs to chimney and needs painted, looks rundown, and un-kept yard. This home has been reported to OCI several times in the past. The owners recently moved the vehicles into the drive way. The board decided to send a letter on the home repairs. Cynthia sent letter 4/25/18.

**New Business:**

* 1809 & 1813 N. Shefford Circle - 03-9-18 – Neighbor asked that we check out the dead pine tree in the commons area behind 1809 & 1813 N. Shefford Circle. There are 3 large pine trees at that location and the middle one has been in poor health for several years and is now dead. This has been taken care of, the trees have been removed.
* Past Due Dues/ Lien - Kip Schmidt – 2121 N Prescott. On 3/16/18 Kip emailed the HOA board asking for adjustment on the late fees incurred due to this is a rental property and he never received an invoice for the dues and was unaware of the accruing late fees.

The amounts owed are broken down as follows:

Dues 2016                170.00

Late Fees 2016        150.00

Lien Filing                   52.20

Dues 2017                170.00

Late Fees 2017        300.00

Late Fees 2018          50.00

Lien Release Fee 51.00

Total $943.20

**Kip paid $510 for 2016, 2017, and 2018 dues. He paid $103.20 for the lien filing and lien release. Howard moved that if the 2016 late fees of $150 were paid, the board would waive the other fees. Cynthia seconded the motion. Motion carried.**

* **Homeowner concerns**
  + Ponds need new signs-the current ones are faded out and some leaning over. Carolyn will check with Mary to ask where we have purchased these in the past.
  + Budget has an excess of $8,000. Carolyn motioned to transfer $8,000 to savings. Cynthia seconded, motion carried.

With no further business, the meeting adjourned at 2:25PM.

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Cynthia K Portillo, Secretary