

**Timber Trails Community Association
Board of Directors Meeting
August 19, 2017**

Call to Order- TTCA President Dan Bernheim called the meeting to order at 8:00AM. Board Members present were Dan Bernheim, Dave Carbone, Kelli Jamison, Rick Metzger, Bill Nathan, Barry Trachtenberg and Joe Varacalli. Also in attendance were Association Manager Wendi Freeman and Lake Naomi Club General Manager Robert Jones.

Approval of the meeting minutes of May 13, 2017 regular business meeting: The minutes of the May 13, 2017 meeting were submitted to the Board for review. **On a motion made by Dave Carbone, seconded by Rick Metzger, all were in favor of approving the May 13, 2017 meeting minutes.**

Approval of November 19, 2016 Annual Meeting Minutes: Tabled

President's Report: Dan discussed some Lake Naomi Club business from the last Trustee meeting. Both Associations will be meeting with the Trustees at the end of the summer to review in detail the Club's Reserve Study. The 3rd Annual Summer Meeting held today covering topics such as garbage, bears, Conestoga Trail update, County Assessment, road repairs, sale statistics, collection, speed control and then opening the floor for Member questions and comments.

Old Business:

- **Financial Statements** - The Directors reviewed the Financial Statements of July 31, 2017. Discussion ensued regarding expenses vs. budget. As of July 31, 2017, the Association was approximately \$2,278. over budget due to higher than normal legal fees for collection accounts. Some of these legal fees will be recouped once the accounts are settled. As of July 31, 2017, the Operating Contingency Fund had a balance of \$133,179. And no expenses to that fund so far in 2017. The current balance of the Replacement Fund at March 31, 2017 was \$374,401. There are no expenses to that fund at this time, but there is paving scheduled to be done this fall.
- **Collections Report** – As of July 31, 2017, 502 of the 516 properties in Timber Trails paid their 2017 assessment. Of the 14 unpaid, 13 are improved and 1 is unimproved. Of the 14 unpaid, 7 are delinquent owing 2017 only. The remaining 7 owe for more than one year, this group equates to approximately 2%. The total delinquency percentage is 2.7%. The Board reviewed the delinquent accounts and Dan and Wendi updated the Board on the pending law suits being filed.

- **Consent Calendar** – The Consent Calendar contained 1 item to be voted, regarding the transfer of funds to the Lake Naomi Club for the preparation and distribution of 9 resale certificates. **On a motion made by Joe Varacalli, seconded by Barry Trachtenberg, all were in favor of the consent calendar.** A copy of the consent calendar is attached.
- **Code of Conduct Enforcement Update** – Wendi provided an overview of the Code of Conduct violations issued since the last meeting.
- **Universal Garbage Contract** – Wendi reported that the garbage collection in Timber Trails continues to have very few issues except for the occasional missed stop. She also reported that she had met with County Waste regarding the renewal of the contract on July 1, 2017. County Waste is seeking to renew the contract under the condition that they either receive a 28% increase in the total contract price or the cans/bear bins all be moved out to within twenty feet of the pavement. Anyone who wants them back farther than that would need to subscribe to at the house service at an extra charge. Going back driveways up to 60 feet is very labor intensive for County Waste and they are losing money on the current pricing. County Waste that would rather have the cans moved closer and in plain sight than to have an increase in the fee. County Waste has agreed to extend the contract to January 1 to allow the TTCA to properly budget for the increased cost in 2018.
- **Conestoga Trail Pedestrian Lane Project** – The bid specifications for both the path and the road resurfacing of Centennial Drive to Paul Bunyan as per the Timber Trails Reserve Study are being completed by Project Manager Scott Hall. The RFP's will go out in mid-July with a return date of early August. The bids will be ready for Board review and approval by the next meeting on August the 19th.
- **Monroe County Property Reassessment** – The TTCA and the PPCA will be sending out the door hangers to all Members instead of hanging them on house doors for security purposes. Wendi will work with Tyler Technologies, the company hired by Monroe County to do the reassessment as we move through this process.

New Business:

- **Correspondence from Owners:** There were three letters from owners to be discussed at the Annual Summer meeting. All three letters had to do with speed control. One of the letters requested that a stop sign be placed at the end of Centennial where it intersects with Golfer's Way. The Board agreed to this request and the sign will be ordered and installed. The last letter also noted that there are some houses in TTCA that appear to be abandon and not being kept up. Wendi stated that with the hiring of the new ARC Inspector, these will be identified and contacted for a solution.

- **Drone Policy** – The Board discussed the need for a formal policy regarding the use of drones in the community as more and more drones are being spotted. Wendi has been gathering drone policies from other communities having the same issues and will draft a policy for the TTCA Board to consider and adopt.
- **2017 Election of Board Members** – The terms of Barry Trachtenberg and Joe Varacalli will expire at the end of 2017. Both Barry and Joe have stated their desire to run for another term on the TTCA Board and were thanked for their service and continuing interest in serving Timber Trails. The TTCA has also received one other application from TTCA Member Chris Dumont (Red Fox Crescent) and is expecting another application from Jim Krebs. The Board will be updated at the next meeting prior to the notice of the election and annual meeting are prepared for mailing.
- **Other Discussion** – The Board voted unanimously to a policy regarding the balance in the TTCA Contingency Fund. The Board agreed that the contingency fund balance shall not exceed 15% of the total operating budget or less than 10% of the total operating budget.
- **Speeding** - The Board discussed fines for those stopped by the Rangers for speeding in Timber Trails. Wendi will work with John Lamberton to write a policy including fine amounts. This will be presented to the TTCA Board prior to the 2018 summer season.

Adjournment – The TTCA Board of Directors adjourned the meeting at 9:15AM. The Summer Meeting of the Membership followed at 9:30AM. The next meeting of the Timber Trails Board is scheduled for Saturday, October 7, 2017, but will be rescheduled to either the week before or the week after due to a scheduling conflict for the Management team.

Respectfully Submitted,

Wendi Freeman, CMCA, PCAM
Association Manager
Timber Trails Community Association