

**Timber Lakes Property Owners Association  
Board Meeting Minutes  
March 10, 2010**

Wasatch County Senior Citizens Center – Heber City – 7:00 pm

**Conducting, Welcome & Roll Call:** Mike Durr

**Board Members Present:** Mike Durr, John Blickenstaff, Ole Smith, Shane Olson

**Board Members Excused:** Craig Allen, Andrew Berry, Rondo Fehlberg, Gary Hume, Rob Roueche'

**Employees and Others Present:** Mike Camper, Road Supervisor, Rex Gale, Accountant, John Price, Accountant, Martha Lackman, Administrative Assistant

**Property Owners Present:** 9

Mike Durr announced that we do not have a quorum present this evening, as a majority of the board members are unable to attend this evening.

**John Blickenstaff**

John announced that we are changing our accountant. He thanked and commended Rex Gale for his work and service. Rex is building a cabin in Timber Lakes this year and does not have time to serve as our accountant. John stated that our books are in much better condition than they were a year ago, when we contracted with Rex. Many accounts have been reconciled and although we have a long ways to go, we have made significant progress. Rex will help with the transition to our new accountant, whom John then introduced. His name is John Price.

**Mike Camper – Road Update**

Reported on roads and the upcoming spring and summer 2010 projected projects. Blue Spruce – Mike stated this would be the Primary Project for 2010. No new paving this year, as we have significant problems with previously paved sections that need to be addressed. Sunroc trucks have taken a serious toll on our roads.

Ridgeline – On hold until the Water Company and Sunroc have completed their projects.

Timber Lakes Dr, Deer Run, Clubhouse Dr, Ridge Pine Dr and Rockcross really need some work, but will not start until the Water Company has completed their project.

Grove Lane – Mike stated that we may have a serious issue with this road. The road has substantially deteriorated. He believes that the road has been salted this winter, and went on to state that this is the only reason he can think of as to why the sudden deterioration. This road had all new road base last fall.

Plowing – Mike stated that we cannot plow all roads in Timber Lakes. Some have no place to turn around and some are too steep to safely use our equipment. For example, Cottonwood Court has a 22% grade and is, therefore, impossible for us to safely plow.

Boxwood – The Road Crew will cut out and pack down this road to finish this project.

Jones Lake – Mike stated that they will work on filling in the areas around Jones Lake where dirt had been removed.

### **Warrant List**

John stated that he previously distributed the warrant list, totaling \$55,522.82. He asked if there were any questions. Ole Smith stated that the cost of transporting specialty salt from central Utah was not worth the high expense and that we should discontinue doing this. As there were no further questions about the warrants, John made a motion to accept the warrant list, and stated it had previously been approved by two of the absent board members before the meeting. Mike Durr seconded the motion and it passed unanimously.

### **Board Member Reports**

#### **Mike Durr - President**

Mike proposed to approve the January 2010 minutes, stating that they had previously been approved by at least two of the absent board members. John Blickenstaff seconded the motion and it passed unanimously.

Mike proposed to approve the February 2010 minutes. Ole Smith recommended some edits to the February minutes. Mike Durr made a motion to accept the amended minutes, subject to subsequent ratification by a quorum. Ole Smith seconded, and it passed unanimously.

John Blickenstaff proposed that we should make an unofficial draft of the minutes available on the website within a week or so of the meeting. Ole Smith voiced concern that owners might be confused if there were different versions of the minutes. He suggested that after the board had a chance to initially review and correct the minutes, they could be posted in draft form on the website. They could then be further reviewed and revised as necessary before being finalized at the next meeting. The board agreed to this and will try to make a preliminary version of minutes available before the final version is approved at the following meeting.

#### **Ole Smith for Gary Hume – Vice President of Operations**

Ole said that Gary was concerned, and wanted to know the status of Lake Pines Drive. Gary's concerns are with the shoulder areas deteriorating, and would like to do a 2" overlay. Gary feels that the shoulders need minor repair, and soon.

### **Ole Smith – Vice President of Administration**

Ole stated we are working with Wasatch County in regards to the pits and drains in the Maintenance Building. Although the County previously approved the drains, they changed their mind and have withdrawn approval. The County wants permanent caps to be put in place. Ole informed that the County is requiring that we more completely block the floor drains in the pits and trench drains. In the spring, the County wants us to dig out part of the drain line and introduce concrete into the remaining part to insure it is properly capped. The tanks will need to be pumped out and covered with one to two feet of dirt. After we do this, we will then have written approval for completion of this work.

Ole stated that he and Mike Durr met with Ernie Giles, Wasatch County Fire Chief, Jerry Davis, Wasatch County Fire Inspector and Jim Kaiserman, Wasatch County Surveyor concerning the Fire Station. The proposed site is approximately .88 acres, and will we may need to have an easement. Mike stated the County wants the right to build a security fence around the fire station if the Federal Government eventually requires a fence for security reasons. Ole stated that we will need to either move the propane tanks or the property lines by about 6 feet. The County wants to install its their own septic system. Wes Price, lot 927 asked if the surrounding neighbors were going to be consulted about the exterior of the building. John Blickenstaff opined that the County will have to follow its own rules for obtaining a conditional use permit and that owners will have an opportunity to get involved with County in that process. He stated that the County is aware they will be required to comply with Timber Lakes architectural regulations.

### **Shane Olson**

Shane stated that Timber Lakes has never had a complete list of Building Permits. We now have a list of all permits issued from 2007 forward. He said he is working with the County to address the Mosquito Abatement program. However, until the end of winter, the County is not focusing on this issue. Shane said he would follow up with them again later. Shane stated that John contacted Andy Dahmer, a civil engineer, to consult with us about some drainage issues on Blue Spruce.

Kip Barnes, lot 1142, asked what Timber Lakes wants to do about his property. He would like to have a decision from the Board within the month about how they are going to address his Blue Spruce issues. He stated that there are major easement issues that need to be addressed. John stated that the Board had discussed this and wants to work something out. As a place to start, the Board will have an appraisal done on this property so we will know what its market value is before we make any decisions.

### **John Blickenstaff**

Finances – John stated the reason why we do not post our Income Statement and Balance Sheet on the website is that we inherited a very unreliable set of books. We have worked hard to clean up the Income Statement, but the historical numbers on our Balance Sheet are a total mess. While we have cleaned up many accounts, we still have a ways to go before we can say we have a reliable Balance Sheet. Our goal

continues to be to clean up this mess and have our books audited. In the meantime, John shared some financial information. The following are approximate as of the end of February 2010:

|            |  |
|------------|--|
| \$953,000  | YTD Revenue                                |
| \$88,000   | YTD Expenses                               |
| \$208,000: | Bond Money                                 |
| \$664,000: | Spendable Cash                             |
| \$616,000: | Receivables owed the Association by owners |
| \$501,000: | Collected year-to-date                     |

John stated that since we are a non-profit corporation, the only tax we have to pay is on unearned income (interest). He reported that one of the financial controls for accounting is to account for each check. We have verified that we have no missing checks.

He then announced that since the February meeting, the Board had determined to wait until April 1, 2010 to initiate foreclosure proceedings against owners who owed more than \$1,500. The primary reason for waiting is that we will pick up an additional year of unpaid assessments, late fees and interest charges. Several additional owners will then meet the minimum for being included in the foreclosure list. A couple of owners that were on the list have come in and paid their accounts in full during the past month. The Board will revise its foreclosure list and move forward on April 1. This is not an April Fool's joke.

John reported for Craig Allen that the Board has decided to appoint Hidden Valley Insurance as our Brokers of Record in order to pursue insurance renewal quotes.

### **Owners' Forum**

Mike then opened up the floor for the owners' forum. No owners had anything to discuss.

Shane Olson made a motion to adjourn. John Blickenstaff seconded the motion, and it passed unanimously.

The meeting adjourned at approximately 8:50 pm.  
Minutes provided by, Martha Lackman, Administrative Assistant