



# TRAVERSE MOUNTAIN MASTER ASSOCIATION

## *March, 2008 Open Session Board Minutes*

- 1) The regular session of the Traverse Mountain Master Association Board of Directors was called to order at 6:03 PM, March 19, 2008, at 3940 N. Traverse Mountain Blvd.
  - a) *Roll Call:*
    - i) *Present: Karren; Hill; Hickman; Biesinger; Ryan*
    - ii) *Absent: None*
  - b) *Pledge of Allegiance*
    - i) *Biesinger*
  - c) *Adoption of Standing Rules*
    - i) *MOTION: Hickman; SECOND: Karren; Unanimous approval*
  - d) *Approval of Agenda*
    - i) *Karren requested the addition of appointment of Neighborhood Representative be added as BAI 8.03.07. MOTION: Biesinger; Second: Hill; Unanimous approval*
  - e) *Approval of Minutes – Move to approve the Minutes of the Regular Board meeting of January 23, 2008.*
    - i) *MOTION: Karren; SECOND: Hickman; Unanimous approval*

## **REPORTS AND PRESENTATIONS**

### **1. Presentations – Guests**

- a. None

### **2. Board President's Report – Karl Karren**

- a. Reported on nominations for Neighborhood Representatives in Shadow Ridge.
- b. Directed staff to conduct an election between two Neighborhood Representative nominees, Bradley Green and Maria Whitmarsh, for Shadow Ridge.

### **3. General Manager's Report – Gordon Ryan**

- a. General report on Reserve Analysis and Capital Improvement Plan development.
- b. Discussion of resident and builder delinquent assessment accounts.
- c. Reported 35% of residents are delinquent in payment of assessments. Efforts to collect or place lien are progressing

ASSOCIATION BUSINESS

## 1. Consent Calendar

- a. None

## 2. Board Action Items

- a. **BA 8.03.01** – Deferral of Community Enhancement Fee – Moved to approve deferral with condition that if funds are collected and subsequent analysis shows the amount should have been less, difference will be refunded to those charged.
  - i. MOTION: Hickman; SECOND: Biesinger; AYES: Karren; Hickman; Biesinger; Ryan. NAYS: Hill
  - ii. Moved to Cancel Community Enhancement Fee:
    1. MOTION: Hill; SECOND: None – Motion dies.
  - iii. Moved to Refund CEF fees collected year to date.
    1. MOTION: Karren; SECOND: Ryan. Unanimous approval
- b. **BA 8.03.02** – Revision of TMMA Fee Schedule – Moved to increase Late Fee for delinquent assessment for \$5.00 for first offense, \$10.00 for second offense, \$15.00 for third and subsequent offense. No delinquency in one year, Late Fee reverts to \$5.00 for next first offense.
  - i. MOTION: Ryan; SECOND: Karren. AYES: Karren; Ryan; Biesinger; Hill – NAYS: Hickman
- c. **BA 8.03.03** – Approval of Printer / Copier Lease Agreement with Les Olsen Company. Moved to approve lease with condition that old printer maintenance contract be terminated if still active.
  - i. MOTION: Karren; SECOND: Hickman. Unanimous approval
- d. **BA 8.03.04** – General Manager requested Board approval to Prepare Reserve Analysis and Capital Improvement Plan. Moved to instruct the General Manager to prepare two reports; one on Reserves Account and a Five Year Capital Improvement Plan to include future facilities and resident amenities.
  - i. MOTION: Hickman; SECOND: Karren. Unanimous approval.
- e. **BA.08.03.05** – Approval of TMMA Employee Handbook
  - i. MOTION: Biesinger; SECOND: Hill. Unanimous approval
- f. **BA.08.03.06** – Appeal of Rental Denial – Mr. Whitehead presented an appeal of the staff denial to rent his properties (2) in TMMA, due to exceeding the 5% rental cap in the respective neighborhood. Moved to approve appeal conditional upon 1) submittal of a \$1,000 bond to TMMA; 2) completion of all back yard landscaping and fencing by 1 Nov 08, or permission to rent will be rescinded.
  - i. MOTION: Karren; SECOND: Ryan. Unanimous approval

- g. **BA.08.03.07** – Appointment of Neighborhood Representative for Eagle Summit.  
– Chris Dayton submitted as single nominee for Neighborhood Representative for Eagle Summit. Moved to approve appointment of Mr. Dayton.
  - i. MOTION: Karren; SECOND: Hickman. Unanimous approval.

**3. Open Forum: Resident Participation**

- a. Vickie Harris: Liens should not be placed on property; Requirement for backyard landscaping should be relaxed; TMMA and Mountain Home Development should coordinate on Capital Improvement Plan.
- b. Mary Ann Ludlow: Liens on resident property improper; Requests residents to have input on Capital Improvement Plan prior to Board approval.

**4. Adjournment: 7:22 PM**

- a. MOTION: Karren; SECOND: Hickman. Unanimous approval

**Minutes Prepared: Cheryl Wagoner**

**Minutes Reviewed: Gordon Ryan**

**Board Approval: (Enter Date)**