



Master Plan Draft March 13, 2011 Timber Lakes Common Areas

1. Vision/mission statement:

“To enhance TLPOA common areas for access and use of property owners while providing clean, safe, attractive, and low impact recreation areas. To preserve the areas in a natural condition while respecting flora, fauna, and adjacent property owners. A conservative and low cost approach will maximize our natural and human resources. The property owners will enjoy the beauty of this community for generations through a low maintenance and sustainable approach.”

2. Subcommittee Selection and duties

This committee was formed by volunteers both full and part-time owners. The volunteers live in various areas on the mountain. Although they were selected, all are 100% volunteers. This group reports to the TLPOA Board. The members consist of: Tom Metcalf, Mike Durr, Barb and Jeff Meierhofer, Steve Drew, Melody Blomquist, George Van, Theresa Gubler, Monty Botosan, John and Stacey Warmack, and Erin Kemp, Dave Reed. Our primary responsibilities are to research and propose a master plan for this project.

3. Community input – Survey

A survey was created and published online using Survey Monkey. The board blog was sent out to request property owners to take the survey. The survey was available for 30 days. In total, we had 226 respondents. We also held an open forum before the Feb 9th Board meetings to get verbal input from lot owners. The report of this survey is contained in Appendix C.

The following are the highest ranking responses from compiling the results of the survey and property owner’s feedback:

Summer - #1 Hiking
#2 Nature loop
#3 pond/lake shore exploration

Winter #1 Sledding
#2 Snowshoeing
#3 Snowmobiling

Amenities #1 dock
#2 picnic area/pavilion (tie)
#3 playground



The purpose of the survey was help prioritize people's interests and to inform the committee. The development of a master plan took into consideration the prioritized wishes of all the people. We then weighed this against item cost, available resources, long term maintenance, safety, preserving our natural spaces, and other factors to formulate the master plan.

4. Summary of current Common Areas

To the best of our information found, Timber Lakes currently has 23 common areas. These areas range from 1 acre to 40 acres in size. They are spread throughout the mountain. The TLPOA also controls various lots that were deeded back to the association which can be considered potential common areas or access.

Our current CCR's and Article of Incorporation and Bylaws state this about our common areas. The following are excerpts, and are not inclusive of the entire document(s). See the website the entire documents:

Articles of Incorporation

Purpose and Powers of the Association

This Association does not contemplate financial gain or profit to the Members thereof. The specific purposes for which it is formed are to provide for maintenance, preservation and architectural control of the residence Lot and common Areas.

CCRs

Section 4. "Common Area" shall mean all real property owned by the Association for the common use and enjoyment of the Owners.

By laws:

Section 3. "Common Area" shall mean and refer to all real property owned by the Association for the common use and enjoyment of the owners.

ARTICLE VII

Powers and Duties of the Board of Directors

Section 1. Powers. The Board of Directors shall have power:

(a) To adopt and publish rules and regulations governing the use of the Common Area and facilities and the personal conduct of the Members and their guests thereon and to establish penalties for any infraction thereof, which rules and regulations shall not be inconsistent with any provision of the Declaration;

(g) To cause the Common Area to be maintained in a clean, safe and attractive manner;

No Owner may waive or otherwise escape liability for the assessments provided for herein by nonuse of the Common Area or abandonment of his Lot.

Currently there is no formal access, parking, or amenities to or on these areas. According to the survey, some residents did not even know where these areas were located, and what activities were appropriate.

5. Access

The committee will propose enhancement of the common areas with TLPOA Board approval. An engineering survey will be completed to ensure the boundary of individual common areas paying special attention to be sure that adjoining private property boundaries are clear. This will help make clear boundaries for users of the common area. These areas will be sign posted (see signage) to keep users from trespassing on adjacent lot owners private property.

Common area is accessible to all TLPOA members- and accompanied guests, but not open to the general public. Access to these areas will be controlled/maintained by proper signage. Naming of these areas will be associated with the current county map names, local feature, or designated by the Open Space Committee.

Motorized vehicles will be restricted from Common Areas in summer, with possible winter use of snowmobiles in some areas. Access for snowmobiles to the National Forest will be posted on the TLPOA website.

5a – Parking

A parking area for a minimum of 4 cars will be provided to each enhanced common area. These will be plowed for winter use. Each area will also contain restrictive devices (rocks, barricade, log posts etc) to keep motorized vehicles off the common areas. No parking on Timber Lakes' roads will be allowed. Violators may be ticketed or towed at the owner's expense. Signage will indicate this information.

6. Signage and Awareness

Newly enhanced common area will be published for property owner information in the following manners:

- Presentation to the board and at board meetings
- Board blog and link on the website, including maps, restrictions, hours of use etc
- Kiosk at the gate or mail house
- Newsletter articles
- Signage at the entry to each common area
- Annual meeting

6a. Information Kiosk

Signage will be at the entry to each common area and will contain the following:

- Map of the trails on the particular area
- Hours
- Appropriate use
- Any restrictions – i.e. no motorized use, dog rules
- Garbage – “pack it in - pack it out”
- Do not trespass on neighboring lots
- Respect wildlife
- Any flora and fauna of interest – or interpretive signage.
- Phone numbers to report infractions or of the rules (Timber Lakes Security or Sheriff)
- Dog waste bags



6b. Boundary signage and markings of the common area will be visual around the parameter of the common area to ensure no trespassing on private property. Trails will be marked in a uniform fashion through the entire common area system.

7. Rules & Regulations and Enforcement

Common areas will be utilized by our lot owners and accompanied guests. Our emphasis is on low impact activities, and the safety for our users, as well as preserving the natural environment.

Rules for the common area will be posted on the information Kiosk.

Offenders can be reported to the Timber Lakes security or to the Sheriff department.

7a Liability and insurance

The insurance coverage for any enhancement made to the common area will need to be assessed during the budgeting of the Master Plan after the usage for each area is approved by the board. The committee would prefer that common area particularly family/community area, with play areas, will be posted with “use at your own risk” signage to preclude liability.

8. Trails and amenities

The highest ranked activity requested by lot owners is a simple hiking/snowshoe trail system on our common areas. Various areas will be enhanced with trails in years 1, 2, 3 for low impact usage. This designation is for walking, non-motorized biking, horses, and other non-motorized activities. Trails will be cleared of debris, clearly marked, but kept in as natural condition as possible and to necessary standards. Trails will be improved and maintained/built using volunteers in our community. Trash cans will not be provided, and signage for “pack in pack it out” will be posted at the entry area. Sitting benches and picnic tables may be incorporated as needed. Toilets and other amenities will not be provided except in an area designated as play area/park/family area which will likely see concentrated usage. Bathroom facilities are being considered and more county input will be needed to finalize this issue. Owners are expected to pick up any trash and dog waste.

A committee member will be designated to head up the trail building team during years one through three. Areas will be designated by the committee. Survey markers shall be in place prior to building any trails.



8a – Easements

Occasionally an easement may be required to link a trail or provide access onto a common area. For those lot owners providing this easement, it is requested that they get a discount from their annual home owner’s dues. This amount is yet to be determined.

8b – Playground/Community Park

A central area has been identified as a suitable area to place for a family and community gathering area. This area will have increased parking spaces for year round usage. A rustic, low cost, play area will be added using primarily logs, rocks, and natural structures. As this will have concentrated usage with young families, a toilet may need to be added.

Currently, the county has not approved a solar toilet, so a temporary toilet service may be hired in year one. Usage of these areas will be monitored to assess the need for a permanent toilet.



8c – Weed and Seed

The master plan will include the restoration of other common areas, including our roadways. We will also propose that we enlist volunteers to eradicate noxious plants and replace them with natural wildflowers and grasses.

8d – Recycling Center

A recycling center will be built to enhance our conservation and sustainability of our natural resources. The center has been previously approved by the TLPOA Board. The recycling center shall be finished in year one of this Master plan.

9. Volunteers and Community involvement

This committee will seek the help of property owners to help build trails and do other activities associated with this project. This will be an important aspect - to enroll property owners in the endeavor. A liaison will be assigned for communication through the blog, newsletter, or general email.

10. Management

This committee will be responsible for:

- Budget proposal
- Master plan
- Organizing volunteers
- Request for TLPOA employees for specific tasks.



11. Long term maintenance and evaluation

The long term maintenance of the common areas will be under the direction of the Board and its employees. A Board member will need to be assigned to oversee this committee. We expect that this will require minimal maintenance or management.

- Parking
- Security
- Signs
- Toilet
- Trail maintenance
- Weed and Seed
- Gate Area
- Recycling Center



It is recommended that this plan be evaluated and updated after year one, three, five and ten by this committee, the assigned board member, or by request of the board.

**Appendix A – TLPOA Common Area Draft Budget
Dated – May 24, 2011**

Overview :

Construction cost \$31,900 over 3 years,
Annual Maintenance \$2,201/ Year

Average Cost per Home Stead				
	Year 1	Year 2	Year 3	Total 3 Yrs.
Construction	\$ 27.23	\$ 7.65	\$ 7.65	\$ 42.53
Maintenance	\$ 2.93	\$ 2.93	\$ 2.93	\$ 8.80
Total	\$ 30.16	\$ 10.59	\$ 10.59	\$ 51.34
Average Cost per Lot				
Construction	\$ 13.29	\$ 3.73	\$ 3.73	\$ 20.75
Maintenance	\$ 1.43	\$ 1.43	\$ 1.43	\$ 4.30
Total	\$ 14.72	\$ 5.17	\$ 5.17	\$ 25.05

The estimated cost is \$22,621 for year 1, \$7,941 for year 2 and \$7,941 for year 3 for a total of \$38,503. This budget estimate includes construction costs and maintenance costs for the next 3 years for the first priorities. Future expansion plans will be evaluated for consideration and implementation after year three (see Section 11). Total survey and construction is estimated to cost \$31,900 and annual maintenance is estimated to cost \$2,201 per year for a grand total cost estimate of \$38,503 over 3 years.

Future considerations such as permanent restroom, covered picnic area and pond access have not been budgeted at this time.

The following assumptions have been used in preparing the budget;

1. Excavation or grading for parking (including materials) will be provided by the TLPOA road crew resources.
2. Natural Materials for parking barriers (boulders, etc.) will be provided by TLPOA road maintenance.
3. Labor will be provided by TLPOA crews and/or volunteers.
4. Additional insurance costs are negligible.
5. 1 Kiosk per site
6. 75 trail markers per site on average.
7. 1 picnic table per site on average.
8. Bathroom will be rented for 4 months of the year.
9. 3 recycle pickups average per month.

The total budget has been minimized with substantial contributions expected from TLPOA resources and volunteers. Without these generous contributions the full master plan objectives could not be met with the budget as requested.

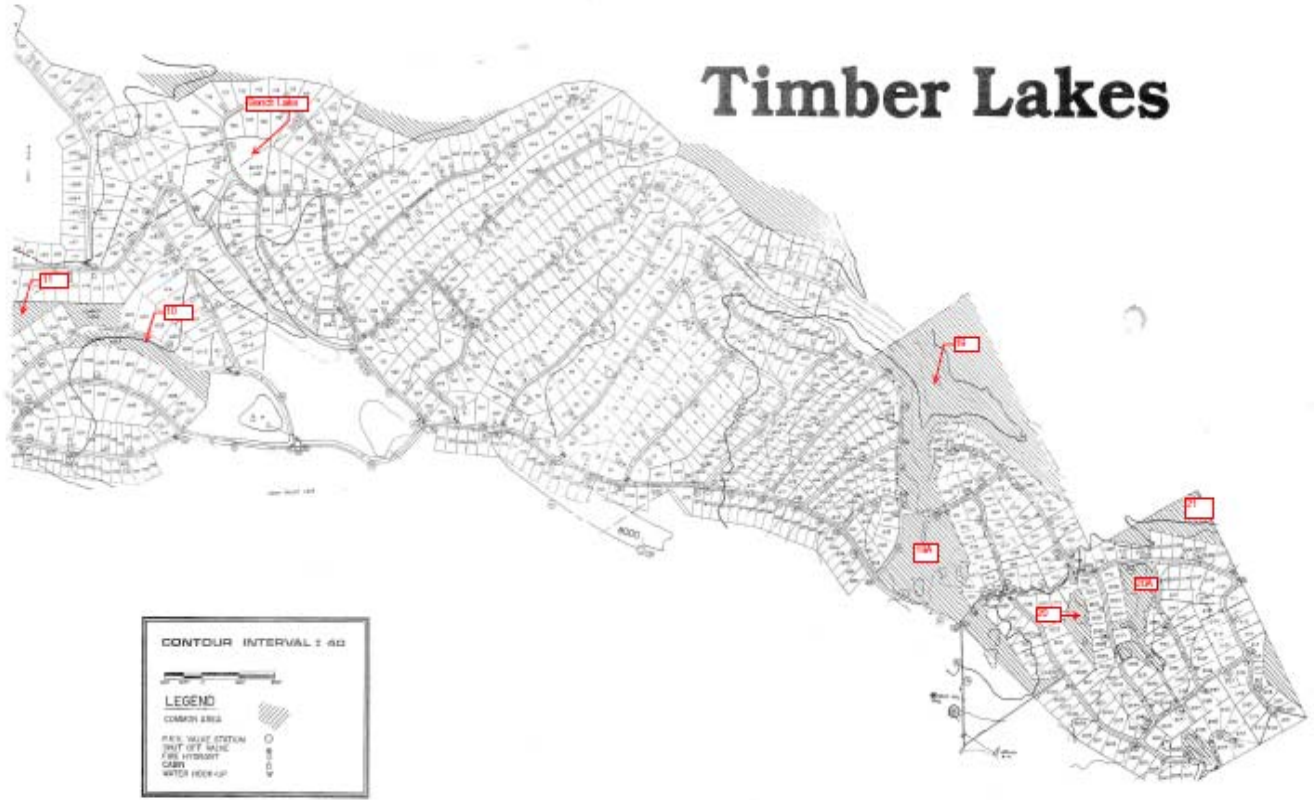
The total budget requested for Year 1 is \$22,621 including recycling center, a portion of which was previously approved by the TLPOA Board.

Budget Detail;

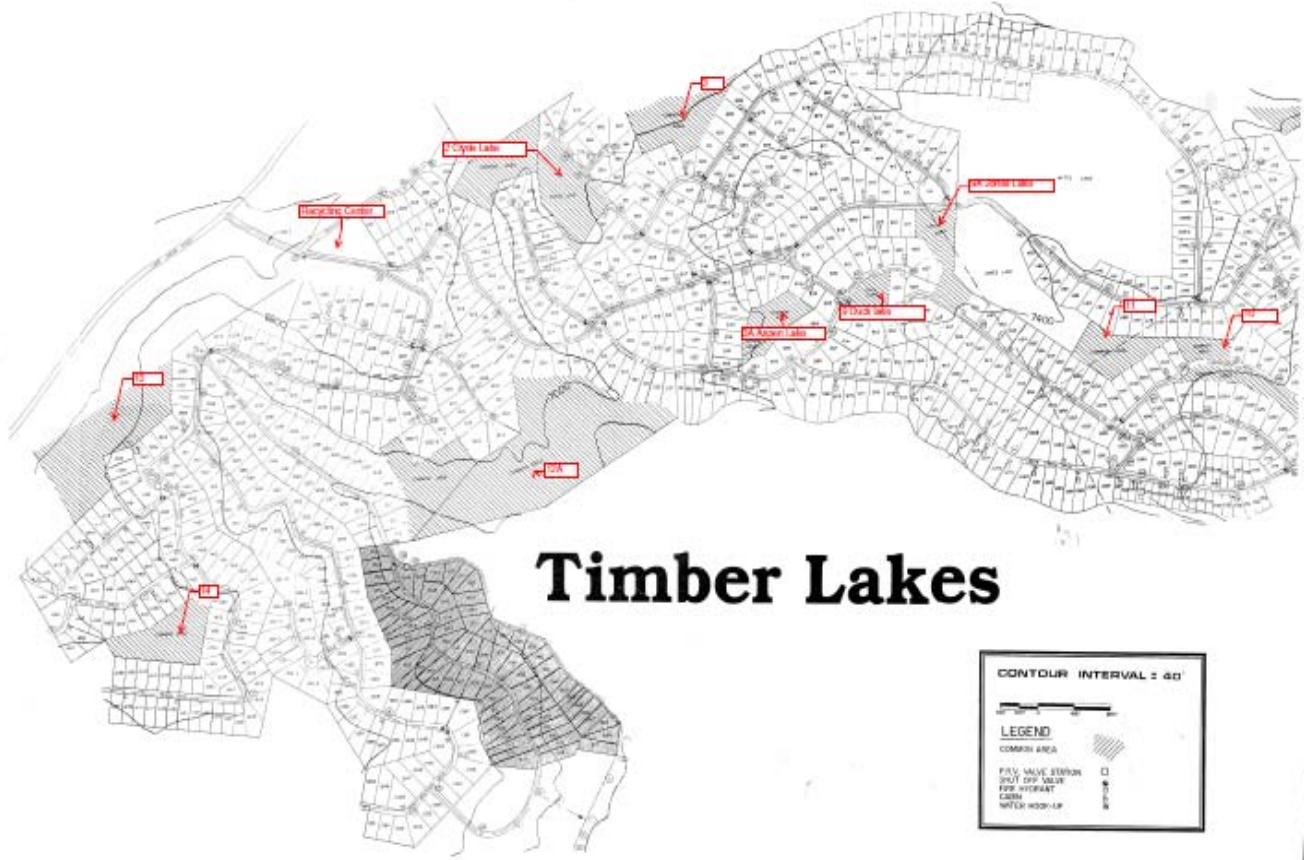
Year	Area	Description	First Construction Priorities						Future Considerations			Total - First Priorities			
			Kiosk/ Signs	Tbar/ Trail Markers	Surveys	Play Ground	Picnic Tables	Shed	Perm. Bath Room	Pond Access	Covered Picnic	Year 1	Year 2	Year 3	Total
1	Platt 19	The Moose Trail	\$ 400	\$ 261	\$ 449	\$ -	\$ 125	\$ -				\$ 1,235			
1	Platt 9A, 11, 10	Jones Lake	400	522	949	3,300	125	-	TBD	TBD	TBD	5,296			
1	Platt 13	West View	400	261	649	-	125	-				1,435			
1	Recycle Center		400	-	649	-	-	7,000				8,049			
1	Platt 2	Clyde Lake	400	261	749	-	125	-		TBD		1,535			
1	20A	Perry Lake/Eagle Drive	400	261	649	-	125	-		TBD		1,435			
1	Platt 7	Bench lake	400	261	649	-	125	-		TBD		1,435			
2	12A		400	261	649	-	125	-					1,435		
2	19A		400	261	649	-	125	-					1,435		
2	3		400	261	649	-	125	-					1,435		
2	9	Duck Lake	400	261	649	-	125	-		TBD		1,435			
3	14		400	261	649	-	125	-						1,435	
3	21-21A		400	261	649	-	125	-						1,435	
3	20B		400	261	649	-	125	-						1,435	
3	3A	Aspen Lake	400	261	649	-	125	-		TBD				1,435	
Total Construction Cost			\$6,000	\$3,915	\$9,935	\$3,300	\$1,750	\$7,000	TBD	TBD	TBD	\$20,420	\$ 5,740	\$5,740	\$ 31,900
Annual Maintenance:															
1 - Weed/ Seed - \$26/lb per 1,000 sq ft												150	150	150	450
2 - Bathroom Rental												251	251	251	753
3 - Recycle Pickup, \$50 per, 3 per month												1,800	1,800	1,800	5,400
Total Annual Maintenance												\$ 2,201	\$ 2,201	\$2,201	\$ 6,603
Grand Total Investment												\$22,621	\$ 7,941	\$7,941	\$ 38,503

Appendix B - Common Area Map – Upper Mountain

Timber Lakes

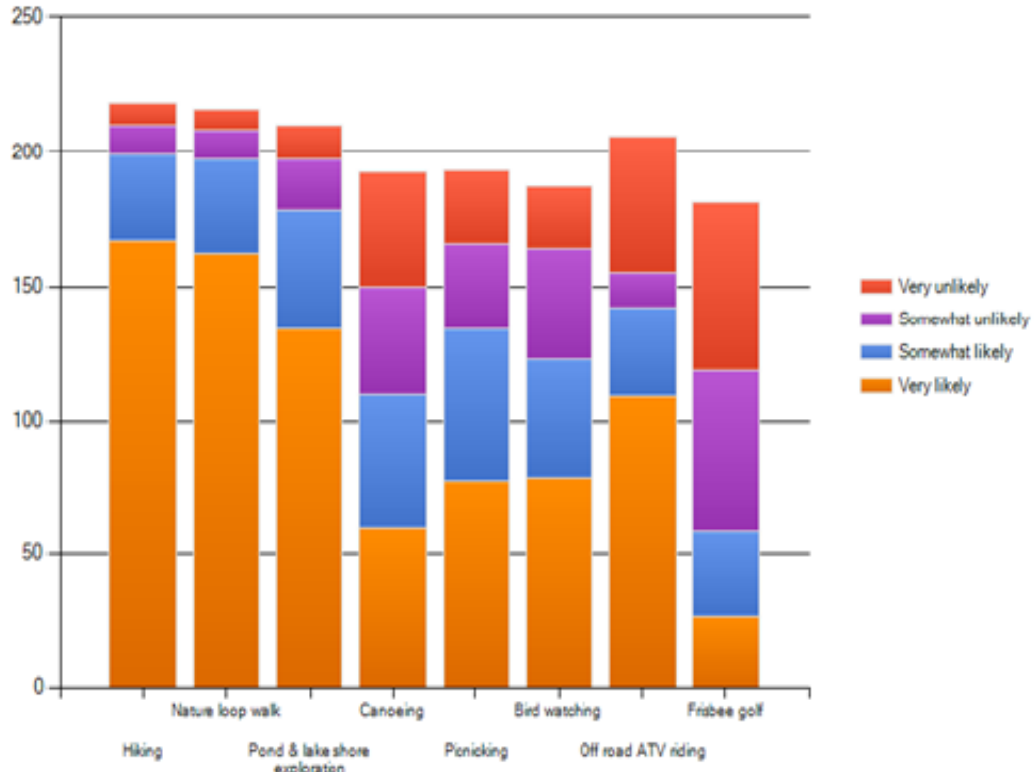


Common Area Map – Lower Mountain/West side

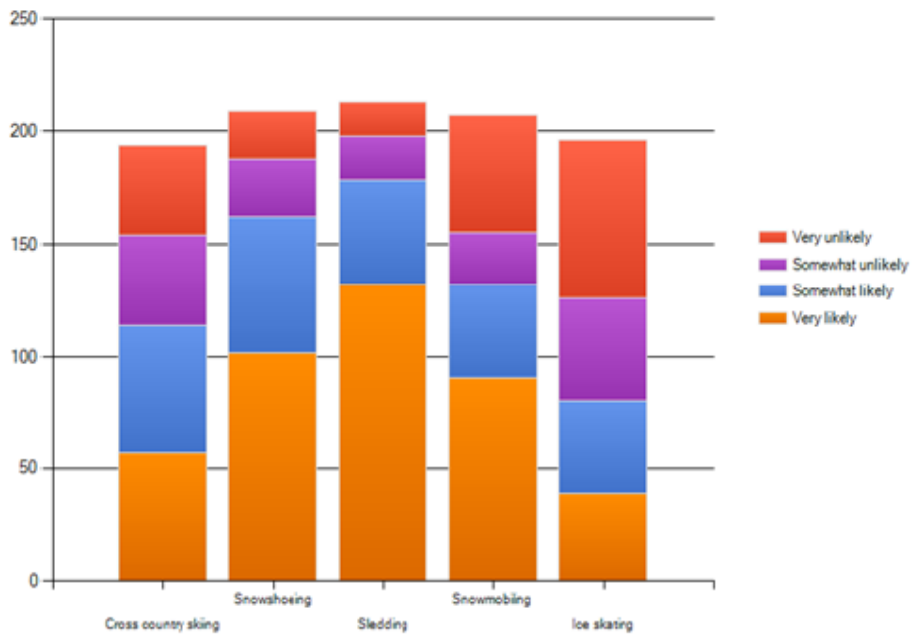


Appendix C – Survey Results

Summer Activities



Winter Activities



Amenities

