

# Timberline Acres West

## Homeowners Association

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December 19, 2024

Over the past couple of months, the board has been discussing the association's budget for 2025, the reserve account for the association, tree work that is needed in the park areas and various other items related to the common elements of the association. After careful consideration the board determined a dues increase in 2025 is warranted.

A copy of the approved budget is enclosed.

The annual association dues will be \$145/unit for 2025.

The pond dues will be an additional \$197/unit – so pond lots will pay \$342 for the year.

We know that this prompts some questions as to what the increases will be for. For the pond dues – it is directly related to the cost of the treatments for each of the ponds. For the regular association dues, the increase is related to increases of normal operating expenses and tree work. The largest line item that is changing is in relation to tree work that is needed in the association park areas. That expense line item is being increased from \$3,000 in 2024 to \$10,000 in 2025.

### **Tree Work**

Trees were an extensive topic of discussion at the annual association meeting. We emailed the association annual meeting minutes earlier this year in case you would like to reference the exact discussions that took place. They are posted on the portal via bvwp.com as well so you can refresh your memory if needed too.

Since the annual meeting the board has worked with BVW to gain additional information to aid in the decisions/discussions about the HOA Park trees. The board and BVW engaged with both the association's insurance representative from Colbrook Insurance Group and obtained a legal opinion from the association's legal counsel, Buckman, MacDonald & Brown, PC. Both the insurance and the law firm confirmed that:

- If a healthy tree from the common area (parks) falls and causes damage to adjacent property, the adjacent property's homeowner's policy would cover the damage, removal and liability items.
- If a tree fell that was known to the association to be unhealthy/diseased and caused damage it does open the association up to liability.

The insurance provider also provided a quote to double the association's insurance coverage from \$1M to \$2M for a very minor increase in cost, which the board has approved. This increase in coverage is a method to address the potential liability from hazardous trees while the association continues work on tree surveys and tree mitigation.

The association also asked the law firm about methods to reduce the association's liability, and was informed that the only way to directly reduce liability would be to have every homeowner

adjacent to the parks sign an indemnification clause whereby the adjacent property owner would acknowledge, defend, and hold harmless the association in the event of a liability claim.

The association is working to have some of the trees that were reviewed in 2024 priced for trimming and/or removal. Once the first round of tree work is completed the work will continue in the remaining park areas. The current \$3,000 budget allocation is not sufficient to cover the needed survey and tree mitigation work, and because of this the tree line item was increased. This increase will address:

- The cost of the removal of the known hazardous trees;
- Obtaining surveys of additional parks properties to identify hazard trees;
- Removing or trimming hazard trees identified during the new surveys.

This is an expense that we anticipate having on the books for many years into the future. The overall cost of this effort is somewhat unknown until all parks are surveyed, and the \$10,000 budget is only an initial estimate to allow work to advance. In the event that future surveys show that not as much work is needed as was expected, then this line item will be reduced accordingly in future years. Once there are set plans/dates for the work residents will be notified.

Another point of discussion during the last meeting was the contribution of dues by all members to the tree work, regardless if they fronted parks properties or not. The cost of the tree work is shared equally amongst all association members because the trees are on property that is owned by the association, and therefore all association members carry responsibility. The pond dues in contrast are for an enhancement to a non-association owned waterbody, for the exclusive benefit of the homes with covenant controlled access to the ponds.

### **Pond Dues**

The budget for pond treatments for 2025 is estimated to be \$10,047 based on the assumption that 5 to 6 treatments will be needed for 2025. Treatment is provided by Aquatic Doctors Lake Management of Grand Rapids. They provide two types of treatment, one for control of aquatic weeds (\$1,035 per treatment), and another for algae (\$620 per treatment). The association also pays an annual treatment permit fee of \$450 to the state. The number of treatments that is needed depends on weather, water temperature, and how much fertilizer runoff is reaching the pond due to excessive and improper application. The cost of the pond treatments are shared amongst the 51 pond lots, which results in the additional pond dues of \$197 per lot.

### **Payment of Dues**

Please note that the dues charge will be added to your account on April 10, 2025. You will be notified via email that the charge has been applied. The dues are due on May 1<sup>st</sup> and need to be paid in full by May 31<sup>st</sup>. **Paper statements will not be sent. Please make sure your most current email address is on the portal so that you can receive the dues notifications and other important communication about the association. For owners who remain delinquent,**

**late fees will be assessed monthly and eventually the association may be required to take legal steps to collect balances that are owed.**

Payment can be made through your owner portal, your bank's bill pay feature, or by check made payable to Timberline Acres West and sent to the BVW Property Management office at PO Box 2397 Holland, Michigan 49422. The specific options are listed on one of the enclosed documents.

If you have any questions or comments regarding the enclosed budget, please feel free to reach out via email to [timberlineacreswest@bvwpm.com](mailto:timberlineacreswest@bvwpm.com). The board will continue to work with BVW to maintain Timberline Acres West as a safe, pleasant, and enjoyable neighborhood. We thank you for your help in this.

We hope you have a safe and happy holiday season!

On Behalf of the Board of Directors for Timberline Acres West,

A handwritten signature in black ink, appearing to read 'Claire Kryger', written in a cursive style.

Claire Kryger  
BVW Property Management  
Managing agent for Timberline Acres West

Enc: 2025 Budget, Payment Options



# Timberline Acres West

## Homeowners Association

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### **Payment and Portal Information**

A homeowner's portal is available for your convenience. You can access the portal to view your account at any time at [bvwpm.com](http://bvwpm.com) by clicking login and then association member login. From here, you can review your balance, schedule payments, review documents, and communicate with your managers.

Options for payment of your annual dues are as follows:

1. Pay via check or money order mailed to BVW at PO Box 2397, Holland, MI 49422. Payment should be made to Timberline Acres West Homeowners Association.
2. Pay online through your banking institution. You will need to provide the mailing address so they can mail the payment.
3. Pay via ACH through the portal on BVW's website, [bvwpm.com](http://bvwpm.com). This option has a fee of \$2.95 for transaction processing.
4. Pay by credit card online via the portal on BVW's website, [bvwpm.com](http://bvwpm.com). It should be noted that the credit card payment option is subject to a third-party processing fee which varies by card type.

If you have any questions regarding your account or need to set up a payment arrangement, please email [timberlineacreswest@bvwpm.com](mailto:timberlineacreswest@bvwpm.com) or contact our office.

**Timberline Acres West Homeowners**  
2025 Budget

INCOME	
Association dues income	29,145
Pond/Lake Dues	10,047
Late fee income	-
Interest revenue	-
TOTAL INCOME	<u>39,192</u>
MAINTENANCE AND REPAIRS	
Maintenance and repair	1,000
Lawn care contract	4,000
Tree care	10,000
Pond	10,047
Irrigation system	200
Management fee	5,760
Legal	240
Accounting	500
Bank Fees	50
Fees and permits	20
Postage	500
Taxes - Drain Assessment	480
Insurance	2,400
Electricity	480
Irrigation water	1,200
TOTAL EXPENSES	<u>36,877</u>
Transfer to Reserve	<u>2,311</u>
NET INCOME	<u>4</u>