

**TIMBER OAKS COMMUNITY SERVICES ASSOCIATION, INC.**

**Frequently Asked Questions**

**January, 2021**

**Q. Is Timber Oaks a Deed Restricted Community?**

A. Timber Oaks is a Deed Restricted Community. All must follow the Covenants and Rules and Regulations. The Community is comprised of sixteen Villages. Driftwood and San Clemente are Family Villages. All others are 55+ Senior Villages, which require at least one occupant to be 55 minimum and NO occupants may be under 21 years of age. Condominium Villages (Capri, Chateau, Dollar Lake, Fairway, Linkside) and HOA village (Spanish Gate) are Sub-Associations and are governed by an additional set of By-Laws adopted by their Village.

**Q. Who can run for the Board of Directors and are there limitations on any Director?**

A. Timber Oaks Community Services Association, Inc. (TOCSA) is the Master Association. It is governed by an elected Board of Directors. Each Director serves two-year terms. Any owner in good standing can be an At Large Director. Any owner in good standing in Driftwood can be the Driftwood Director. All At Large Directors may vote on all issues no matter in what village they own property. The Driftwood Director may not vote on issues that only concern Senior Members.

**Q. What types of membership are there at Timber Oaks?**

A. There are three types of membership; Senior members - those that reside in a Senior Village; Family members - those that reside in a Family Village; Senior option members - those that reside in a Family Village whose household meets the requirements to live in a Senior Village and chooses to pay the Senior Assessment Amount.

**Q. What issues are members entitled to vote on?**

A. Each unit is entitled to one vote on issues brought to the membership. Issues only pertaining to Senior matters can only be voted on by owners in Senior Villages in good standing. Issues only pertaining to Family matters can only be voted on by owners in Family Villages in good standing. Issues only pertaining to Driftwood Village can only be voted on by owners in good standing in Driftwood Village.

**Q. What are the association dues?**

A. Senior and Senior Option members pay the amount determined by the budget currently \$600 per year. Family members pay the amount calculated as specified in the Restated Declaration of Restrictive and Affirmative Covenants currently \$180 per year. HOA dues are payable in full on July 1 of each year. Residents may pay in monthly installments through pre-authorized electronic transfers.

**Q. What amenities are owners entitled to use?**

A. Only Senior or Senior Option members in good standing may use the Clubhouse complex and participate in its activities. All other amenities are open to all members in good standing.

**Q. How are documents and rules and regulations changed?**

A. Documents can only be changed by a membership vote. Rules and regulations can be changed by the board of directors after a 14 day notice to the membership.

**Q. What restrictions exist on leasing a unit?**

A. There is a two-year waiting period before any home can be rented. If you own in a Senior Village you must lease to occupants that meet the age requirements in the governing documents. Leases must be for a minimum of 8 weeks. A copy of all lease information must be given to the TOCSA office

**Q. Is approval necessary to make changes to the outside of a unit?**

A. An Architectural Change Request (ACR) form must be submitted to either the TOCSA office or the condominium association for any changes to the outside of your unit.

**Q. What is the first thing a new Owner should do?**

A. Every new owner should register their ownership at the TOCSA office Monday through Friday from 8:00 AM until 4:00 PM.

**Q. Who manages Timber Oaks?**

A. Timber Oaks is managed by Management Company, currently Resource Property Management, and they maintain an on-site Manager, an office staff and a maintenance staff.

**Q. How does Timber Oaks communicate with members and does Timber Oaks have a website?**

A. Timber Oaks produces a monthly newsletter, which is distributed by volunteers to each residence. Events and meetings are listed in the Timber Times. Timber Times lists the contact information for Sub-Associations' management companies. TOCSA maintains a website, [timberoaks2020.com](http://timberoaks2020.com).