

Minutes – Pine Forest Owners Association Board of Directors Meeting  
Monday, July 11, 2016 4 p.m.  
CAMCO office 40165 Truckee Airport Road, Suite 304, Truckee  
Conference call number: (855) 212-0212  
Meeting ID: 890-613-628#

**Directors present:** Joel Light, Memory Trambley  
**Director present telephonically:** Chris Franssen  
**Directors excused absent:** Mindi Brenner,,Greg Daiker  
**Others present** Gordon Shaw & Steve Trambley – DRC,  
Kim Harrigan, Peter Miller, Tim Sawyer – CAMCO

### **Call to order**

President Light called the meeting to order at 4:03 p.m. It was determined that a quorum was in place.

### **Approval of Minutes:**

April 11, 2016 Board of Directors Meeting

It was moved, seconded, and passed to accept the minutes as presented.

### **Financial:**

Review June 2016 financial statements (draft)

Mr. Miller presented the draft June 2016 financial statements for the Board to review. The Association is under budget through the third quarter of the fiscal year.

Review and approval of 2016/2017 budget

Mr. Miller presented the draft 2016/2017 budget to the Board for review. It was moved, seconded, and passed to approve the budget for fiscal year 2016/2017 with a couple of modifications.

Approval of Kirby & Forbes to provide 2016 tax return preparation

Mr. Kirby is not providing any proposals at this time. Mr. Miller will acquire proposals from other companies for the Board to review at the next meeting.

### **Design Review Committee**

DRC Report

Ms. Harrigan reported on the committee's activities and the following construction progress:

Lot 14 – House is under construction  
Lot 66 – House is under construction  
Lot 104 – House is under construction  
Lot 51 – House is under construction

Lot 28 – DRC approved modifications

Lot 99 – Preliminary submittal stage for a mountain modern house

Lot 30 – Preliminary approval granted for a mountain modern house

Lot 31 – Preliminary submittal stage

Lot 5 – Too much lot clearing has taken place before plans have been received.

The owner of lot 5 has removed vegetation that was unnecessary after he was instructed not to do so. He also has multiple trees flagged for removal. The owner was not authorized to clear the lot. It was moved, seconded, and passed to levy a \$1,250 fine to the owner of lot 5 for the vegetation removal and inform him that another fine could be imposed if the trees are removed without approval.

### **Community Eye Appeal**

#### Letters to owners regarding dead tree and brush removal

Mr. Miller has sent letters to owners regarding weeding and brush removal needed on lots with homes.

#### Update on neighborhood invasive weeds and eradication work

A few homeowners have removed invasive weeds, but the work is very demanding.

#### Invasive weed control options: homeowner participation or contract the work out

Homeowner participation is too minimal for the weeding work that is constantly needed. Bull thistle seeds can live up to 20 years. CAMCO will provide a proposal for weed removal in the common areas. It was moved, seconded, and passed unanimously to approve CAMCO to clean up the common areas of invasive weeds not to exceed \$1,000 for this year.

#### Letter to owner of lot 73 regarding invasive weeds

Mr. Miller sent a letter to the owner of lot 73 informing that weed removal has been performed by the CAMCO maintenance crew recently, but the owner will have to maintain upkeep.

#### Letters to “home” owners with overgrown weeds

CAMCO will follow up with those owners requiring weeding and maintenance.

### **Forest Safety and Forest Health**

#### Defensible space report on lots from forester Bill Houdyschell

It was moved, seconded, and approved to reimburse CAMCO for acquiring the defensible space report. The report will be distributed to all of the membership. Bids will be obtained from a couple of tree removal companies for the common area. Bids will be provided to the owners of lots containing the dead or diseased trees. The bids are provided as a courtesy only. They may choose another company to do the work.

**Neighborhood Barbeque**

Notice of the BBQ has been sent to the membership by email and mail.

**Homeowner comments on items not on the agenda**

No comments were made.

**Schedule next Board of Directors meeting**

The next Board of Directors meeting was scheduled for Saturday, October 29<sup>th</sup> at 10 a.m. and the Annual meeting will directly follow at 11 a.m. at the airport conference room.

**Adjournment**

There being no further business the meeting was adjourned at 6:02 p.m.

Respectfully submitted,

Kimberly Harrigan  
Property Manager