

Minutes - Pine Forest Owners' Association Annual Meeting

Saturday, October 29, 2016 11 a.m.

Truckee Tahoe Airport Community Room B 10356 Truckee Airport Road, Truckee

### **Call to order and determination of a quorum**

President Light called the meeting to order at 11:11 a.m. It was announced that a quorum had been achieved with ballots received from the membership and owners present.

### **Begin counting of Board of Directors election ballots by Inspector of Election**

Inspector of Election Sandy Miller began counting ballots.

### **Introduction of the Board of Directors and Membership**

Introductions were made as follows:

Joel Light – President

Greg Daiker – Vice President (telephonically)

Memory Trambley – Secretary

Chris Franssen - Treasurer

Mindi Brenner – Director-at-Large

Peter Miller – Property Manager – CAMCO

Sandy Miller – Inspector of Election – CAMCO

Bob Belden – Defensible Space / Forest Management Specialist -Truckee Fire Department

Membership in attendance: Wendy Hobbie, Zach Pehling, Alar & Violeta Saaremets,

Gordon Shaw, and Steve Trambley.

### **Defensible Space/Forest Health**

Mr. Belden reported on the condition of the forest in the Truckee area. The forest is changing. To the south of Truckee the forest is dying from infestation of beetles. Fire used to clean the forest of beetles and disease. It managed the vegetation as well. Now with the lack of fire there are too many trees. Brush is taking over dead trees in the area. Sage brush and bitter brush is prevalent. Trees can't seed with brush on the ground. Thinning is the best tool to restore forest health. Remove small trees and give big trees room to grow and get water.

Pine Forest's tree management and defensible space work done in previous years was complimented. It was recommended that the Association continue the work that has been done for years. We're mimicking what Mother Nature does.

The forest is killing more trees with bugs than wildfires. Many homes burn from embers traveling ahead of forest fires. The burning embers ignite something around the house and it becomes engulfed in flames.

The free limb chipping program that used to be provided by the fire department was discontinued several years ago. Money for the program went away.

### **Approval of Minutes of the 2015 Annual Meeting**

It was moved, seconded, and passed to approve the minutes with a correction.

## **Chairman's Report**

Mr. Light gave the Chairman's Report that included the following:

- 1) The Board is reviewing the results of a Survey Monkey membership survey. Currently 24 owners have responded. The survey gives the Board a good idea of what the membership wants.
- 2) Owners are encouraged to attend board meetings. Meetings are held quarterly in the CAMCO conference room. The office is located at 40165 Truckee Airport Road, Suite 304. Notification of the meeting and the agenda is posted at least four days in advance of the meeting on a tent sign at the postal area. Notice of the meeting is also posted on the association's website: pineforesto.org.
- 3) The 2016/2017 snow removal contract with Al Pombo Inc. for clearing Granite, Parkland, and Saddleback was approved at the Board meeting in advance of the annual meeting. Comstock Drive and Comstock Place are plowed by the Town's plows as the roads were formally accepted for dedication by the Town. The Board did not approve a snow removal contract for the walking trail parallel to Comstock Drive.
- 4) The Board wants to review the revised CAMCO contract at their next meeting for clarification on what the management company provides.

## **Design Review Committee Report**

Committee member Steve Trambley reported the following:

Lot 14 – House is under construction

Lot 66 – House is occupied. Owners have not requested DRC final walk thru.

Lot 104 – House is occupied. Owners have not requested DRC final walk thru.

Lot 51 – House is under construction

Lot 28 – House is being modified. Waiting for Final permit sign off by the building department before final DRC walk thru can be completed.

Lot 99 – Preliminary submittal stage for a mountain modern house. Lot is now up for sale, unsure if owners plan on resubmitting.

Lot 30 – Submittal approved. House is under construction

Lot 31 – Preliminary submittal stage

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

Lot 81 – House is under construction.

Although there were an equal number of comments praising the work of the DRC, there were also scathing comments on the membership survey regarding the DRC. Mr. Trambley felt it important to address the negative ones in the meeting. He requested that if members in attendance had any comments regarding the committee they should express them at this time. No comments were made. If an owner has a grievance with the DRC he/she should contact Mr. Miller at CAMCO. He will take it up with the committee.

Mr. Trambley explained how the DRC process works and how the committee conducts its business. They hold open meetings and applicants are invited and encouraged to attend. The design guidelines were written by the Declarant for subjective interpretation by the committee. CAMCO property manager Kim Harrigan has been doing the administrative work for the DRC. She writes reports for the committee and correspondence to the applicants. She also acts in the capacity of a liaison between the committee and applicants.

The history of the DRC, beginning with the Declarant Hoffman Homes, was explained. Rules and regulations were put in place from the development's inception. The Declarant did not have to abide by the guidelines. Their early goal was to get houses in to increase the lot sales, and their secondary interest was in the design of the homes. They were successful in doing so. Mr. Trambley explained that as a result there were homes built in the development that were approved back then, but some would not be approvable now.

Mr. Trambley also stressed that given the flexibility built in to the Design Guidelines, the Board can direct the DRC to relax or broaden the interpretation of the Guidelines as long as those directives are not contrary to the Guidelines or CC&Rs. The DRC is directed by the Board.

### **Financial Report**

Mr. Miller provided a report on the 2015/2016 fiscal year financial statements as well as the 2016/2017 budget. It was noted on the September 30, 2016 balance sheet that the operating account had a balance of over \$117k while the reserve account had a balance of over \$217k. Accounts receivable were \$680 while prepaid assessments were over \$11k.

It was noted on the year to date Income & Expense Statement that there was an excess of \$9,732 of revenue over expenses. It was moved, seconded and passed unanimously to adopt the following resolution:

“Resolved that any excess of membership income over membership expense for the year ended September 30, 2016 as defined in IRS Reg. 1.277-1, shall be applied against the subsequent tax year membership assessment for operation or common area replacement, as provided by IRS Revenue Ruling 70-604.”

Formal dedication of Granite, Parkland, and Saddleback roads by the Town of Truckee may be achieved when revenue neutrality is achieved by the Association. This is when there is enough property tax revenue from the homes and lots to pay for the Town providing snow removal and road maintenance. Mr. Miller will research the status of this with the Town and report on it at the next board meeting. Budget and reserve allocation planning will be determined by how soon revenue neutrality can be achieved.

### **Property Manager's Report**

Mr. Miller reported the following:

- 1) He and CAMCO property manager Kim Harrigan are currently managing Pine Forest together. As time goes on he will be stepping aside and Ms. Harrigan will be assuming full management responsibility.
- 2) Over the past year the CAMCO maintenance crew has provided weeding to roadside areas as well as snow removal at the postal area on a proactive basis. In the new fiscal year these services will be provided on an “as needed” basis from requests by the Board of Directors. Budgetary constraints will be recognized.
- 3) CC&Rs enforcement has been addressed by the property managers on a written complaint driven basis.

### **Old Business**

The deteriorating condition of the Dependable Tow building on Comstock Drive was discussed. Owners can contact Town Code Enforcement Officer Kerry Taber at (530) 587-2919 to express their health and safety concerns about the site and to receive updates on the Town's efforts to have Dependable complete the building.

## **New Business**

The Board and membership discussed the DRC and how to make it better.

The results of the Survey Monkey membership survey were discussed.

An inspection of all the lots was done by Forester Bill Houdyschell this past summer. Trees were marked and a report was provided identifying trees on lots for removal. Proposals were obtained from two contractors for tree removal. Dead and beetle infested trees on a number of lots are being removed in the next week or so by the labor crew of Jorge Benuto. The Association's common area trees were already treated by Benuto's crew. It was requested that the Houdyschell Report and a general report on defensible space practices be provided to the membership.

Lack of landscaping on several completed houses was discussed. It was requested that a policy on completion of landscaping be addressed by the Board. Landscaping was not done by the declarant in the early days of the Association. Additionally, no security deposit was required on many of the first homes. As a result, no landscaping was done.

## **Results of Board of Directors election**

|                 |          |
|-----------------|----------|
| Joel Light      | 32 votes |
| Chris Franssen  | 30       |
| Memory Trambley | 21       |
| Zach Pehling    | 19       |
| Rich Howard     | 16       |
| Wendy Hobbie    | 11       |

Messrs. Light and Franssen and Mrs. Trambley were elected to two-year terms.

## **Adjournment**

There being no further business the meeting was adjourned at 12:52 p.m.

Respectfully submitted,

Peter Miller  
Property Manager