

Pine Forest Owners Association Special Board of Directors Meeting

Monday, August 19, 2019

5 p.m.

CAMCO Office

40165 Truckee Airport Road #304

Teleconference: 855-212-0212

Meeting ID: 890-613-628#

Directors Present: Ursula Heffernon, Aja Cook (telephonically), Diane Wager, Katie Kosich, and Mindi Brenner (arrived at 5:14 p.m.)

Others Present: Ron Carson, Jeff Heffernon, and Kim Harrigan – CAMCO

Call to order

The meeting was called to order at 5:05 p.m.

Ursula announced that if any owners want to comment regarding DRC to directly contact CAMCO in writing.

Financial

Review and approve reserve study

Kim Harrigan provided the reserve study prepared by Browning Reserve Group to the Board prior to the meeting for review. All details of the study were reviewed, and a couple of items need to be edited. This item was tabled to the next meeting.

Review and approve 2019/2020 budget

Kim Harrigan presented two budget options for the Board to review. With the large reserve allocation recommended by Browning Reserve Group, an increase to assessments was recommended. The Board reviewed all line items on the budget and made an increase from \$5,000 to \$20,000 to the fire suppression item. It was moved to approve the budget with the 19% increase from \$120 per quarter to \$143 per quarter and corrected items. The motion was seconded and passed unanimously.

Maintenance

Fire suppression

Ron Carson gave the Board an update on Firewise. He commented that there is no cost to the Association. Firewise is a national recognized program, NFPA, from the federal government. It is a program that is put in place for defensible space in neighborhoods. Pine Forest is number 32 in the area to be assessed this summer. An update of where Pine Forest stands now was not provided by the County. 100% buy-in from owners is not required so the program can still proceed. The assessment is of the common areas and individual properties. The individual properties are assessed from the streets only. Each homeowner will have to put in 3 hours per year of work to maintain the Firewise designation. Another requirement is that a meeting about defensible space will have to take place once a year. Obtaining the Firewise designation will help with at least 2 insurance companies that recognize Firewise communities as insurable.

Kim Harrigan was able to provide two bids for defensible space to the Board for review. The third informed late last week that he would not be able to get the estimate together. The bids from Hall Tree and Alpen Tree Experts were comparable in cost and scope of work. After discussion, it was

moved, seconded, and passed unanimously to approve Hall Tree Service for the fire suppression work.

Crack fill

Kim Harrigan presented three bids for the Board to review from Elements Mountain Co., Shaffer Sealing, and Lakeside Paving. All three bids included crack fill work for the private roads as well as the pathway on Comstock. After discussion, it was moved to approve Elements Mountain Co. The motion was seconded and passed 4-1.

Thistle and knapweed control

Ursula Heffernon commented that she would be walking the Association with Tim on Friday to determine which areas need to be done. Request was made by Aja Cook to complete the unfinished weed whacking work along the bike path.

Homeowner Comments

Jeff Heffernon inquired if the common area fire suppression work is on time and material or a set number. Kim Harrigan commented that the defensible space work is not definitive, so a time and material number is more common. Katie Kosich added that most companies would not provide a set number on this kind of work as the time to estimate is extensive.

Katie Kosich commented that she has been in contact with the Truckee Traffic Department. They recently conducted a traffic study for the neighborhood. It was noted that over 80% of drivers are driving at 33 miles per hour and there are over 5,500 cars per week on Comstock. It is anticipated that that number will increase to 10,000 when school starts. They will be conducting another traffic study when school is in session. Steps will be taking place to try to mitigate the speeding. Grey's Crossing is developing more homes in the China Camp area and there are concerns that this will also increase the amount of traffic on Comstock Drive. Diane Wagner added that the police could be contacted to sit out on the street and write tickets.

Memory Trambley inquired if the new fence on lot 51 has been approved. Kim Harrigan will pull the original plans from storage to determine if it was approved.

Confirm Board and Annual meetings date and time

It was confirmed that the Board and Annual meetings would be held on Saturday, October 26 at 9 and 10 a.m., respectively. The meetings will be held in airport conference room A.

Adjournment

There being no further business the meeting was adjourned at 6:31 p.m.

Prepared by,

Kimberly Harrigan
Property Manager