

Pine Forest Owners Association Special Board of Directors Meeting

Tuesday, July 28, 2020 4:00 p.m.

Meeting URL: <https://anymeeting.com/lduelrqpm1qoqp>

Optional Dial-In Number: 206-331-4836

PIN: 612-4753#

Directors Present: Ron Carson, Katie Kosich, Diane Wagner, Jeff Heffernon, and Ursula Heffernon

Others Present: Mindi Brenner, Darin Sheridan, Laura Kosich, Alar Saaremets, David Steele, Bob Ganyo, Jose Rivero, and Kim Harrigan – CAMCO

I. Call to order

The meeting was called to order at 4:02 p.m.

II. Homeowner comments

Mindi Brenner inquired about some items involved in the assessment vote. It was commented that all inquiries will be addressed in the communication agenda item below.

III. New Business

a. Review & approve backup 2020/2021 budget

Jeff Heffernon reviewed the background of the large budget changes, which started with obtaining a reserve study. The reserve allocation recommendation was over \$40,000 compared to \$7,500 allocations in previous years. The assessment increase requiring a PFOA membership vote would allow reserve allocations to remain per the reserve study. If the voted increase does not pass, the Board would have to limit reserve allocations. It would take roughly 10 years to catch up in allocations and assessments. After discussion, Diane Wagner moved to approve the 2020/2021 19% dues increase backup budget in the event the vote fails in October. Ron Carson seconded, and the motion carried 5-0.

b. Review & approve communication to owners for assessment vote

Jeff Heffernon provide a draft communication for the Board to review to send to the membership prior to the assessment ballot. Katie Kosich commented that one section of the letter seemed biased rather than purely informational. Katie recommended including information on road maintenance planning per the study and that the Association is close to achieving revenue neutrality for the remaining roads. Diane Wagner recommended including a table with the communication showing the related numbers. Ron Carson moved to approve the communication to owners with the stated changes. Ursula Heffernon seconded, and the motion carried 5-0.

c. Review/interview Board candidates and review election timeline and details

Three members submitted their names for the election. Those members were candidate Alar Saaremets and incumbents Diane Wagner and Katie Kosich. All candidates were accepted by the Board. Katie Kosich recused herself from the acceptance. Ursula Heffernon commented that the pre-ballot notice will be sent July 31.

d. Review & approve road crack fill and sealing

Kim Harrigan provided two estimates for crack fill and sealing per the reserve study recommendation. Jeff commented that the sealing work does not need to be done as

frequently as recommended by the reserve study. Ursula commented that crack fill work was previously done in the fall. Ron Carson added that the crack fill done last year was not sufficient and most was pulled up during snow removal. Jeff Heffernon moved to postpone crack fill and sealing to next year and the Board will review at that time. Diane Wagner seconded, and the motion carried 5-0.

IV. Old Business

Ron Carson informed that he has not heard back from Jorge Benuto or Hall Tree on scheduling for the common areas. Ron will reach out this week. Additionally, Ron commented that one owner has a boat on their driveway. Kim sent a violation notice today.

Ursula Heffernon inquired about an update on the fence removal of lot 51. Darin Sheridan informed that the owner is working with their contractor to reconfigure and submit to the DRC for approval.

Katie Kosich inquired if the defensible space letter to undeveloped lots was sent. Kim confirmed that it was sent on July 17.

Kim Harrigan inquired if weed whacking can be done on August 3. The Board approved moving forward with the work.

V. Set next meeting date

The next meeting is scheduled for October 10.

VI. Adjournment

There being no further business the meeting was adjourned at 5:13 p.m.

Prepared by,

Kimberly Harrigan
Property Manager