

Pine Forest Owners Association Board of Directors Meeting

Saturday, October 10, 2020 9:00 a.m.

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

Optional Dial-In Number: 206-331-4836

PIN: 612-4753#

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

Others Present: Dan Stamps, Jose Rivero, Jaqui Braver, Jonathan Kendler, Alar Saaremets, Richard and Denise Beale, Steven Jolly, and Kim Sperlin – CAMCO

I. Call to order

The meeting was called to order at 9:06 a.m.

II. Homeowner comments

Steven Jolly commented that he only received one ballot even though they own 2 lots. The ballot was received late and the owner has not mailed back. Quorum and ballots will be discussed in the annual meeting.

Dan Stamps commented that in their HOA a bill passed changing their rental restrictions and inquired if it would affect Pine Forest as well. This topic will be discussed in the new business section.

III. Approval of Minutes

a. July 7, 2020 Board of Directors meeting

Ursula Heffernon moved to approve the minutes. Diane Wagner seconded, and the motion carried unanimously.

b. July 28, 2020 Special Board of Directors meeting

Diane Wagner asked that one sentence be removed from the minutes. Ursula Heffernon moved to approve the minutes with the sentence removed. Jeff Heffernon seconded, and the motion carried unanimously.

IV. Financial

a. Review August 2020 financial statements

Jeff Heffernon reviewed the August financial statements. It was noted that there are a few severely delinquent accounts. Additionally, the Board is looking at revenue neutrality for the Town to take over the roads. Based on the rough estimates, the Association is close to achieving revenue neutrality. There are also some pending reserve costs yet to be paid.

b. Delinquent accounts

One account that is severely delinquent is also delinquent on property taxes. Kim inquired if the Board would like to file a lien. Ursula recommended notifying the owner again and taking this discussion up in a later executive session meeting.

c. Review and approve Levy & Erlanger engagement

Kim presented the engagement from Levy and Erlanger for a financial review and/or taxes. Jeff Heffernon moved to do just the taxes this year. Katie Kosich seconded, and the motion carried unanimously.

d. Revenue neutrality

Jeff reviewed this topic during the financial review.

V. Design Review Committee

a. DRC Report

Kim reviewed the DRC report provided by the committee.

VI. Community Upkeep Efforts

a. Update on CC&R violations

Kim reviewed the few violations noticed this year. Jaqui Braver commented on the bear box on her property, lot 106. The fence posts on lot 51 have not been removed yet and fines have not been paid. Kim will inquire with Brian Hanley if the fines can be taken out of the deposit refund.

Diane Wagner commented that the construction traffic daily has been substantial. With the new construction to start on lots 57, 58, and 59, the traffic will increase heavily on Saddleback. Cars park on both sides of the streets, in the drainage ditches, etc. Diane inquired if there is anything the Board can do to minimize these construction impacts. Kim recommended sending a letter to the potential builders reiterating the construction rules and fine schedules. Jeff additionally recommended having the owners sign the letter confirming receipt and understanding. Diane suggested that the Board be aware of these items and discuss potential options again prior to the spring building season.

b. FireWise & defensible space

Ron Carson commented that Diane's construction traffic concerns are definitely valid as fire engines would not be able to get through the construction sites with all of the vehicles parked on the streets.

Firewise will be covered in the annual meeting. Defensible space work on the common area was partially completed by Jorge Benuto behind Saddleback. Hall Tree is to finish the rest of the work behind Granite and Comstock. The mastication work has been held off due to all of the red flag warning days since the masticator can cause sparks. Pine Forest is still on schedule for the next couple of weeks.

c. Dirt access road usage and signs

It was brought to the Board's attention that a lot of dirt bike traffic has been using the dirt road easement through the middle of the Association. Ron commented that the same issue was seen on the easement behind Granite, so a "no trespassing" sign was put up to mitigate the excess use by non-members of Pine Forest. Ron recommended installing "private property" signs for this area. Ursula moved to allow Ron to put up signage on either end of the service road and to be reimbursed for the work. Jeff Heffernon seconded, and inquired about the Firewise signage. It was confirmed the signs were installed by CAMCO at the entrance of all Association roads. The motion carried unanimously.

VII. Maintenance

a. Maintenance & admin to-do calendar

Kim prepared a new maintenance and admin to-do calendar for the fiscal year. Kim inquired if the swales need to be cleaned this year and it was said to wait until next year.

b. Drainage

Diane Wagner updated that Balance Hydrologic is completing their report that will lay out the proposed fix, which in summary is to remove dirt in the uphill portion of the swale leading to the pond as well as to lower the pond outlet. There should not be much impact to the neighboring properties. Additionally, the Town of Truckee has confirmed that permits will not be required as the work is considered maintenance. The report should be received in the next week or so and then bids can be obtained.

c. Comstock pathway

Ursula worked with Brian Hanley to finalize the maintenance agreement with the Town of Truckee for the maintenance of the trail. Additionally, the Town provided an option for the Board to consider for the Town to maintain the pathway at Pine Forest's expense. The Board discussed the cost estimates provided by the Town for summer and winter months. There were questions regarding liability as well as being able to pull out of the agreement. Ursula moved to table this concern with the Town to the next Board meeting so that questions may be answered. Katie Kosich seconded, and the motion carried unanimously.

d. Review and approve snow removal contract with Ruppert

Ruppert provided the snow removal contract with no rate changes. Ursula commented that the snow poles have still not been removed. Kim informed that CAMCO could remove the poles if they were marked. It was also asked if Ruppert would install new poles since a lot of dirt was pulled up with the blower. The Board confirmed CAMCO to go ahead with removing the poles and Kim will ask Ruppert about installing new poles. Ursula Heffernon moved to approve the snow removal contract with Ruppert provided that new poles will be installed. Ron Carson seconded, and the motion carried unanimously.

VIII. New Business

a. AB 3182

A new law passed regarding rentals in Associations limiting rental restrictions longer than 30 days. The CC&Rs will have to be updated to comply with the new law.

IX. Schedule next Board of Directors meeting

This item was tabled to be discussed following the annual meeting.

X. Adjournment

There being no further business the meeting was adjourned at 10:23 p.m.

Prepared by,

Kimberly Sperlin
Property Manager