

Minutes - Pine Forest Owners Association Board of Directors Meeting  
10 a.m. Tuesday March 4, 2014  
CAMCO office 12219 Business Park Drive, Suite 8, Truckee  
Conference call number: (855) 212-0212 Meeting ID: 890-613-628#

Directors present: Wayne Best, Linda Carson, Memory Trambley, Albert Van Servellen,  
Director excused absent: Joel Light  
Others present: Greg Daiker, Peter Miller – CAMCO, Sandy Miller – CAMCO

- I. Call to order  
The meeting was called to order at 10:06 a.m. by President Best.
- II. Approval of Minutes:  
It was moved, seconded, and passed to accept the minutes of the December 2, 2013 Board of Directors Meeting as presented.  
It was moved, seconded, and passed to accept the minutes of the Reconvened December 2, 2013 Annual Meeting for form & content.
- III. Financial:  
The Board reviewed a draft of the February financial statements. It was noted on the balance sheet that the operating account had a balance of over \$80,300 while the reserve account had a balance of over \$205,600. Accounts receivable for the period were \$5,100 while prepaid assessments were over \$9,700. On the year-to-date income and expense statement income exceeded expenses by over \$7,700 after seven months of the fiscal year.  
  
The Board reviewed delinquent accounts and collection actions. A lot owner with a balance of over \$3,200 is in foreclosure. To put the account with a collection agency would add to the Association's bad debt exposure. Mrs. Trambley offered to go to small claims court on the association's behalf to secure a judgment against the lot owner.  
  
Mrs. Miller reported that in a recent collection action for Pine Forest she was informed by the collection agency that the Association's collection policy must be consistent with the assessment period. Currently the policy refers to monthly assessments while the Association's assessments are quarterly payments. It was moved, seconded, and passed to change the collection policy to quarterly assessments. A copy of the policy will be sent to the membership for information and comments at least thirty days in advance of the next board meeting where it will be considered for adoption.
- IV. Design Review Committee Report  
Mr. Miller reported that currently three preliminary submittals were before the committee for homes on lots 11, 62, and 104. A conceptual submittal has been submitted for lot 26.
- V. Community Eye Appeal  
  
Update lot number signs  
Number signs on a single pole are being considered for lots. Previous President Mark Tanner had McCarthy Signs do some design work on this. Mrs. Carson will follow up with McCarthy

regarding their design and cost. This will be presented at the next meeting. In the meantime it was requested that CAMCO remove “sold” signs from the developer’s double pole number signs and shore up any damaged poles and signs.

The Board reviewed a revised bear box policy drafted by Steve Trambley as follows:  
"Steel Bear Boxes shall be approvable in Pine Forest providing their visual impact is minimized by their location in relation to other structures and/or by landscape features. All Bear Boxes must be approved by the Pine Forest Design Review Committee prior to installation."

It was moved, seconded, and passed to distribute the bear box policy to the membership at least thirty days in advance of the next board meeting where it will be considered for adoption.

The Board discussed revising the firewood policy. It was requested that owners be notified to process logs into firewood in a timely fashion and keep their processing area and firewood piles neat. Owners will be asked to not stack their wood on decks above the top of the railing. No revision of the existing policy was made. The currently limit of five cords will be observed.

Personal property storage on lots was discussed. Mr. Miller reported on personal property items he had observed on lots during recent drives through the neighborhood. Section 8.13 of the CC&Rs addresses machinery and equipment stored on lots. If they are usual and customary in connection with the use, maintenance or repair of a private residence they are allowed. Mr. Daiker expressed that the bobcat front loader stored on the side of a house is used for snow removal. The snowmobiles and small flatbed trailer on the lot will be relocated.

The gates of the privacy fencing behind lot at 10970 Industrial Way are currently open to allow for snow removal. They will be monitored in the spring and summer. Should they remain open Mr. Miller will contact the Town of Truckee code enforcement officer to have personal property and vehicles removed from the area outside of the gates and have the gates closed.

Invasive weed eradication and control was discussed. Lots and roadside areas on Saddleback have seen an increase in weeds over the past year or two. Mr. Miller commented that the CAMCO maintenance crew had been trained in invasive weed identification and eradication. As part of the spring maintenance he could have the crew treat the weeds early with the appropriate chemicals. Mr. Miller will contact invasive weed expert Kathy Welsh regarding a training class at Pine Forest. Mrs. Trambley will participate. All board members and owners will be invited as well.

VI. Snow removal

Little to report due to a dry winter. This expense is under budget by over \$2,600 on the year to date income and expense report.

VII. Legal

Review of legal format Pine Forest LLC.

The following questions were answered by attorney Brent Patten:

What is the impact of having the CC&Rs stating “declarant” when control has passed to the membership? **There is no problem, the Declarant no longer has any power (other than 19**

membership votes). Makes me think...is the developer paying assessments for the 19 vacant lots?

Does this still give the developer any control over the property? No.

Is so, what? None arising from the presence of "Declarant" in the CC&Rs.

Is this something that should be cleaned up along with tying the documents to updates in 2014 codes?

Only if the association decides to complete an overall amendment of the CC&Rs and Bylaws. The 2014 code references could be cared for by publishing to the owners a code section conversion chart, which would not require a vote or recordation. (A conversion chart for the CC&Rs will be included in the next mailing to the membership).

If so, is this something you would like to take on Yes. and at what estimated expense? I will bill \$150 per hour and limit the fees for completely re-written proposed amended documents to \$4,000. Budget about \$1,000 additional to attend a meeting of the owners and board in Truckee.

Change in short term rental rules.

No action taken. Recommended that this be removed as an agenda item for future meetings.

VIII. Homeowner comments on items not on the agenda

It was recommended as spring arrives that owners be reminded in the next mailing to tend to their landscaping and weed control.

An owner suggested that hot tubs be screened with landscaping.

An owner inquired about ownership, maintenance, and snow removal of the asphalt walkway along Comstock Drive. The association owns the walkway and maintains it when it is free of snow. Mr. Van Servellen will be meeting with town engineer Dan Wilkins in the next few days regarding the town's pathway plans. He will ask about the town's maintenance requirements for walkways adjacent to public roads.

IX. Set date for next Board Meeting

The next meeting was set for 9 a.m. Saturday June 14<sup>th</sup> at the CAMCO office. The annual neighborhood barbeque will be scheduled towards the middle or end of July. A volunteer is being sought to host the event.

X. Adjournment

There being no further business the meeting was adjourned at 11:54 a.m.

Respectfully submitted,

Peter Miller  
Property Manager