

Minutes - Pine Forest Owners Association Board of Directors Meeting
9 a.m. Saturday June 14, 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, Joel Light,
Memory Trambley, Albert Van
Servellen
Others present: Chakria Avala, Peter Miller – CAMCO, Steve Trambley

Call to order

The meeting was called to order at 9:04 a.m. It was confirmed that a quorum was present.

Approval of Minutes:

- April 21, 2014 Board of Directors Meeting. Upon motion duly made and seconded, the minutes were unanimously approved as corrected.

Financial

The Board reviewed the May 2014 financial statements. It was noted on the balance sheet that accounts receivable for the period was \$5,900. The previous owner of lot 58 has an outstanding balance of \$3,400. Mrs. Trambley will research the status of liens on this individual's property and give a report at the next meeting. The owner of lots 43, 90, and 91 has a combined outstanding balance of \$2,080. It was moved, seconded, and passed unanimously to have Sandy Miller, the CAMCO accounts receivable manager, call the owner, encourage them to pay off the debt, and tell them that papers are simultaneously being filed in small claims court. Mrs. Trambley will complete and file the paperwork for the court action.

Design Review Committee Report

Mr. Trambley delivered the chairman's report on submittals. Plans for lots 11, 26, 62, and 104 have been given final approval. Lot 81 has received preliminary approval. Plans for lot 114 are being anticipated.

After discussion it was moved, seconded, and passed to appoint builders Greg Daiker and Gordon Shaw committee members on the Design Review Committee. Both men are full time residents, know how to read plans, and readily available to review plans.

Mr. Trambley reported that anything submitted needs to be approved prior to it being built or the owner will risk the refund of their security deposit. A paragraph has been added to submittals for the owner to sign that they will build according to the plans.

A policy for secondary submittals for landscaping and remodeling was discussed. If it is a landscaping change requiring grading, fill & cut, and/or the use of heavy equipment, a formal submittal drawing to scale on a plot plan with a security deposit of \$2,500 will be required. If it is a remodel formal plans must be submitted to scale on a plot plan with a security deposit of \$5,000. Mr. Miller and Mr. Trambley will draft a policy for board review. Color changes to the house will not require a deposit but must be submitted for approval. The proposed policy will be distributed to the membership for comments at least thirty days in advance of the next meeting

where it will be reviewed for adoption. Additionally it was requested that a mailer be sent to homeowners electronically or by US Mail in the spring and on change of title reminding them of the guidelines for secondary submittals. The guidelines for secondary submittals will also be included in the annual budget package mailing. It was requested that email authorization forms be included in budget packages sent to the membership by US Mail.

Community Eye Appeal

Invasive weed eradication and control measures were reported by Mrs. Trambley. Two neighborhood weed eradication days have been held with several neighbors participating. Mrs. Trambley has attended weed education sessions held by the Weed Warriors and Truckee Watershed Council. She will give a presentation at the Annual meeting on invasive weeds and their removal. Another neighborhood weed-pulling workday will be held soon. Owners will be sent an email regarding the event.

It was requested that Mr. Miller contact the Town of Truckee code enforcement officer about vehicles being parked in the back lot area of Industrial Way.

As a friendly reminder to the membership, it was recommended in the next mailer that owners be encouraged to not park vehicles in non-designated areas. Please do not park vehicles off the driveway in the dirt.

It was moved, seconded, and passed to include the following proposed bear box policy with the secondary submittal policy mailer:

"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."

Annual Neighborhood Barbeque

Mr. Miller reported that there have been no responses to the event-hosting solicitation letter. Alternatives were discussed. It was agreed that an appetizer potluck event would be held on either July 19th or 26th from 3 – 5 p.m. in the driveway of Director Light's residence on Parkland Drive. The Association will pay for beverages.

Homeowner comments on items not on the agenda

It was requested that a notice be sent to the membership in the next mailing explaining the difference between an easement, common area, and private property. It was requested that owners respect others' private property areas. It is not safe to assume that all owners will allow their property areas with utility easements to be used as recreational hiking paths. People should check with property owners first before using property for recreational purposes. Respect private property, do ask permission to enter by foot. In general only foot traffic is allowed, but do not assume all owners consent to access. To be a good neighbor, ask permission to enter by foot first.

Schedule August meeting

The next meeting was scheduled for 10 a.m. Wednesday August 13th at the CAMCO office. Conference call dial in attendance will be available. Agenda items will be approval of the

2014/2015 budget, adoption of policies, and small claims court action updates on delinquent owners.

Adjournment

There being no further business the meeting was adjourned at 11:04 a.m.

Respectfully submitted,

Peter Miller/Property Manager