

Pine Forest Owners' Association Annual Meeting

Saturday, October 22, 2022

10:30 a.m.

Truckee Airport Conference Rooms

10356 Truckee Airport Road

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

Optional Dial-In Number: 206-331-4836

PIN: 612-4753#

Directors Present: Katie Kosich, Jeff Heffernon, Alar Saaremets, and Ron Carson

Directors Absent: Diane Wagner

Others Present: Matt Hunt, Linda Carson, Ursula Heffernon, Peter Werbel, Cindy Sheridan, Sarah Ganci, Memory Trambley, Ken & Jenny Kwitek, Tammy Ohs, Matt Mede, Gordy & Kim Cross, Wendy Sumner & Jeff Lutz, Jaqui Braver, Jamie Olson – Inspector of Elections, and Kimberly Sperlin – CAMCO

I. Call to order and determination of a quorum

The meeting was called to order at 10:43 a.m. and a quorum was established with 58 ballots received.

II. Introduction of the Board of Directors and Membership

Introductions were made.

III. Open forum

Katie reviewed the background of both topics here and asked owners for any input and questions.

a. Mailboxes

The Board was considering ordering all new mailboxes, mostly stemming from the Post Office saying that they are not good and freeze. After discussion, it was agreed that replacement was not necessary now and will be considered when the concrete pad needs replacement. In the meantime, WD-40 will be sprayed on all locks.

b. Revenue neutrality

There was much discussion regarding the pros and cons of turning over Granite Drive, Saddleback Drive, and Parkland Drive to the Town of Truckee for maintenance and snow removal, like Comstock Drive and Comstock Place. Jeff provided some information regarding the costs and benefits, especially around snow removal. Kim further provided information on Town requirements to take over the roads, which includes crack fill and type 2 sealing, vegetation removal within 10' of the roadsides, storm drain system cleaning, and movement of bear boxes or boulders in road right of way. No final decision was made.

IV. Begin counting of Board of Directors election ballots by Inspector of Election

Jamie Olson began counting the ballots at the start of the meeting.

V. Approval of Minutes of the 2021 Annual Meeting

Gordy Cross moved to approve the minutes. Alar seconded, and the motion carried unanimously.

VI. Chairman's Report

Katie reviewed Association projects including updating the Design Guidelines, the adoption of new Construction Rules and Fine Policy, and maintaining the Association's forest and financial health. She thanked the DRC and Ron & Linda Carson for their continued work for the Association.

VII. Design Review Committee Report

Katie informed that 12 homes are under construction and 25 more are in the review process. Further, it was noted that the committee will be working with Ryan Group to update the Design Guidelines.

VIII. Financial Report

Jeff reviewed the Browning Reserve Study and its effect on assessments over the years. Since the Association's operating funds were steady in a surplus while funding the reserves, dues should be able to stay around a 4% increase in the coming years. Jeff also added that the Association is investing into CDs. Finally, Jeff informed that the governing documents will be updated after the Design Guidelines.

IX. Defensible Space/Forest Health

Ron gave a background on Firewise and provided reporting numbers from owners. 2020 was the Association's best year for reporting with 723 hours and \$42,000. 2021 saw \$16,00 and 2022 saw 354 hours and \$23,000. Owners were reminded that logging hours and money spent is easy through the Association's website. Owners were also informed of the new gift card that will be given out randomly to one of those who log next year.

Ron reviewed Bill Houdyschell's tree health report, informed that the Land Trust Property at the top of Granite has finally had defensible space work completed, and informed that he is working to get the private lot between Pine Forest and Peak Landscaping to have defensible space work done as well. Finally, Ron informed that chipping participation was great, and the service will be offered again next year.

X. Property Manager's Report

Kim reviewed CAMCO's role as management, which includes administrative tasks to keep the Association in compliance with the State's Davis-Stirling Act.

XI. Results of Board of Directors election and resolution 70-604

Jamie announced that Alar Saaremets, Cindy Sheridan, and Peter Werbel were elected to the Board and the resolution passed. Katie and Diane were thanked for their service. Ursula was also thanked for her service in organizing the election process.

XII. Adjournment

There being no further business the meeting was adjourned at 12:04 p.m.

XIII. Organizational meeting to elect officers

It was decided to elect officers as follows:

President	Peter Werbel
Vice President	Ron Carson
Treasurer	Jeff Heffernon
Secretary	Alar Saaremets
Director and Large	Cindy Sheridan

Kim will update signature cards with Morgan Stanley and Plumas Bank to include Jeff, Peter, and Cindy.

Prepared by,

Kimberly Sperlin
Property Manager