

Pine Forest Owners Association Board of Directors Meeting

Thursday, January 5, 2023

5:30 p.m.

Truckee Airport Conference Rooms 10356 Truckee Airport Road

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

Optional Dial-In Number: 206-331-4836

PIN: 612-4753#

Directors Present: Jeff Heffernon, Peter Werbel, Cindy Sheridan, Ron Carson, and Alar Saaremets

Others Present: Darin Sheridan, Matt Mede & Gene Karnes – for lot 55, Jonathan Kendler, Ursula Heffernon, Martha Russell, Ken & Jenny Kwitek, Dan & Valerie Stamps, Matt Hunt, and Kim Sperlin – CAMCO

I. Call to order

The meeting was called to order at 5:37 p.m.

II. Homeowner comments

No comments were made.

III. Approval of Minutes

a. October 22, 2022 Board of Directors meeting

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

b. October 22, 2022 annual membership meeting (form & content only)

Cindy moved to approve the minutes for form and content only. Ron seconded, and the motion carried unanimously.

c. November 17, 2022 special Board of Directors meeting

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

IV. Financial

a. Review November 2022 financial statements

Jeff reviewed the financials for the Board, noting no notable variances from the budget.

b. Investments

Jeff informed that he invested \$240,000 in multiple laddered CDs.

c. Review and approve financial review provided by Levy & Erlanger

Jeff reported that the review includes no material modifications for the 2021/22 fiscal year. He also informed that no taxes are due. Jeff moved to approve the review as presented. Peter seconded, and the motion carried unanimously.

V. Construction

a. Design Review Committee Report

Darin reported that 13 properties are under construction, 2 properties have been approved but have not started construction, and 16 others are in various stages of the submittal process.

b. Appeal request – lot 55

The owner of lot 55 started by thanking all parties for their efforts and for hearing the appeal. He expressed support for his contractor in the appeal request for various fines issued for construction violations. Gene Karnes informed of a couple hiccups on the way to getting in compliance but noted that they are complying right away to all violation notices.

The Board asked questions of the contractors in attendance. After discussion, Peter moved to have the violation fines stand. Cindy seconded, and the motion carried unanimously.

c. Appoint Construction Compliance Committee (CCC) members

At the last meeting, the Board appointed one member to the committee. That member was able to confirm 2 additional members, whose names are known by the Board but were requested to be kept confidential. Jeff moved to appoint the additional members to the committee. Alar seconded, and the motion carried unanimously.

d. CCC Report

No members of the committee were in attendance. Kim provided a report to the Board of all construction violations that have taken place since the new rules were adopted.

e. Constructions rules & deposits legal questions

The CCC posed some questions for legal counsel to confirm regarding contractor's and owner's deposits and the difference enforcement procedures. Kim reviewed the specific questions for those in attendance. The Board agreed that all can be sent to Brian Hanley, the Association's legal counsel.

VI. Community Upkeep Efforts

a. Violations & pet waste

All violations continue to be for construction. The Board also discussed the increased pet waste throughout the community. Kim will send a cleanup reminder notice to owners.

b. Discussion/definition of RV

This item arose because of a concern from one owner about a sprinter van in a driveway. The Board discussed whether a sprinter van would be included in the definition of an RV. There was no final decision made as the original issue has been resolved and no additional reports have been received. It was noted that the current sprinter van may be stored in the driveway though, which would not be allowed. It was asked of Kim to confirm with the CCC.

c. FireWise/defensible space/chipping

Ron reported that all work is shut down for the winter and no additional work was done following the last meeting because of snowfall.

VII. Maintenance

a. Service roads behind Granite & Saddleback

There was no update on this topic and it will be removed from the agenda.

b. Crack fill

All work was completed with no issues. The Board will continue discussions to keep the roads maintained each year.

c. Mailboxes

This item was asked to be discussed again as owners are still having issues opening boxes. The Board discussed the various ice buildup issues. It was noted that at the annual meeting, most agreed to consider replacing the mailboxes when the concrete pad needs replacement. The reserve study calls for this replacement for 2027/28. After discussion, it was decided to survey the membership about this topic.

VIII. Old Business

No old business was discussed.

IX. New Business

Ron informed that the adopt-a-hydrant program is going very well with most hydrants cleared.

X. Schedule date of next meeting

The next meeting was scheduled for Thursday, April 13 at 5:30 p.m. at the airport conference room B.

XI. Adjournment

There being no further business the meeting was adjourned at 7:10 p.m.

Prepared by,

Kimberly Sperlin
Property Manager