

## **Pine Forest Owners Association Board of Directors Meeting**

Thursday, April 13, 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:** Ron Caron, Peter Werbel, Jeff Heffernon, Cindy Sheridan, and Alar Saaremets

**Others Present:** Darin Sheridan, Ursula Heffernon, Jenny & Kenneth Kwitek, Jon Whaley, Jaqui Braver, Memory Trambley, and Kim Sperlin – CAMCO

### **I. Call to order**

The meeting was called to order at 5:35 p.m.

### **II. Homeowner comments**

Ursula inquired about repairs to manholes throughout the Association. It was confirmed that the PUD repaired this week the one reported to Kim. Ursula noted that many others are sunken throughout the neighborhood.

Ursula also inquired about garbage cans being put out without lids. It was asked of Kim to send a letter to owners informing that lids should be used. Darin and Cindy Sheridan noted that they also previously received a notice from TTSD about this.

### **III. Approval of Minutes**

#### a. January 5, 2023 Board of Directors meeting

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

### **IV. Financial**

#### a. Review February 2023 financial statements

Jeff reviewed the February financials. He informed that Plumas Bank approached him regarding the DRC deposit account being over the FDIC insured limit. He has investigated options including Plumas' sweep account and CDs with Morgan Stanley. There were concerns with each option. The Board discussed other bank options and just splitting the cash into separate accounts. Peter moved to authorize Jeff to investigate putting the extra funds over the FDIC insured limit into Chase Bank, a money market account, or CDs. Jeff seconded, and the motion carried unanimously. The signers on the account will be the same as those on other accounts, Peter Werbel, Jeff Heffernon, and Cindy Sheridan.

#### b. Investments

Jeff has laddered CDs purchased through Morgan Stanley.

#### c. Reserve study? – update without site visit

The Board agreed an update was not needed this year.

## **V. Construction**

### a. Design Review Committee Report

Darin reported that there are 13 homes under construction, 5 approved, and 16 in various stages of the submittal process. He noted that parking will continue to be an issue, especially around Parkland. The Board agreed that it is the responsibility of the general contractor to ensure parking compliance.

### b. Lot 67 snow blowing request

The Board confirmed the Construction Rules and denied the request, agreeing with the first response provided to the owner. The owner was not in attendance.

### c. CCC Report

Kim reported that parking has been the biggest issue for the CCC recently. The Board confirmed the committee is doing great with the challenges.

### d. Constructions rules & deposits legal questions

Brian Hanley provided advice for the Board to review. The Board will hold an executive session hearing at the next Board meeting to review all owner deposit fines imposed.

## **VI. Community Upkeep Efforts**

### a. FireWise/defensible space/chipping

Ron reported that there will most likely be a lot of debris to clean after the snow melts. Bill Houdyschell will provide an inspection and report of the Association's trees again. The chipping program will take place this year the week of July 10.

Ron further reported that the adopt a hydrant program went very well, but some were still missed. The Board will send a message next year asking for volunteers to clear those missed.

## **VII. Maintenance**

### a. Mailboxes

No survey was made for the membership. The Board decided to table this topic until issues arise. This item will be removed from the agenda.

## **VIII. Old Business**

## **IX. New Business**

No old or new business was discussed.

## **X. Schedule date of next meeting**

The next meeting was scheduled for Thursday, July 20 at 5:30 p.m. at the airport conference room A and via video/telephone conference.

## **XI. Adjournment**

There being no further business the meeting was adjourned at 6:53 p.m.

Prepared by,     Kimberly Sperlin  
                          Property Manager