

Pine Forest Owners Association Board of Directors Meeting

Thursday, January 18, 2024

5:30 p.m.

Truckee Airport Conference Room A 10356 Truckee Airport Road

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

Optional Dial-In Number: 206-331-4836

PIN: 612-4753#

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

Directors Absent: Ron Carson

Others Present: Ursula Heffernon, Darin Sheridan, Patrice & Lou Haggerty, Kenneth & Jenny Kwitek, Memory Trambley, Matt Hunt, and Kim Sperlin – CAMCO

I. Call to order

The meeting was called to order at 5:30 p.m.

II. Homeowner comments

One owner commented that snow removal has been digging into the dirt roadsides and knocking poles over.

Another owner inquired about internet/fiber installation with Oasis. It was noted that the installation cost would be high, and the Board is unsure of current interest. This will be added to the next agenda.

III. Approval of Minutes

a. October 28, 2023 Board of Directors meeting

b. October 28, 2023 annual membership meeting (form & content only)

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

IV. Financial

a. Review November 2023 financial statements

b. Investments

Jeff reviewed the financials, interest income on investments, and taxes. The Board requested Kim send statements to all owners with credits on accounts and notice of delinquencies to those in large arrears.

c. Discussion on moving DRC deposits from Chase to UBS

It was noted that the DRC deposits were moved from Plumas Bank to Chase before setting up the reserves with UBS. The Board discussed consolidating banks and moving the DRC deposits from Chase to UBS. At this time, there are no issues so the Board will review in the future as needed.

d. Review and approve Levy & Erlanger financial review

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

V. Construction

a. Appoint committee members

Per Association documents, all committee members should be appointed with each Board election. All current members are willing to continue to serve but the Board agreed to solicit the membership to keep the option open to those interested. This item was tabled to the next meeting.

b. Design Review Committee Report

Darin reported 7 properties are in the preliminary submittal stage, 14 are under construction, and 4 are occupied and have not received final approval. He added that the Design Guidelines update is almost finished.

It was asked if lot 101 was on track of their provided timeline. Darin commented that they appear to be, and Kim will review the timeline and confirm to the Board.

c. Construction Compliance Committee Report

There have not been any major issues and minimal violations.

d. Discussion on action to take with construction violation fines

The Board discussed how to handle violation fines assessed against deposits during construction. It was decided to transfer the fine amounts to the operating account when returning the deposits.

e. Posting construction renderings to website

Kim sent a notice out to the properties under construction inquiring if they would want their construction renderings on the Association website. A few said yes and a few said no. The Board asked Kim to provide the ones that said yes to Michel Floyd to add to the website.

VI. Community Upkeep Efforts

a. FireWise/defensible space

Ron was not in attendance to provide a full update. Peter reported that Linda is still working with Truckee Fire to get the property behind Granite cleaned up. Peter also proposed a workday for the neighborhood where the Association provides a food truck or something similar for all workers. All agreed with the idea so this item will be confirmed at the next meeting along with the chipping date.

VII. Maintenance

a. Service road at lots 99 and 100

The owners of lot 99 voiced their concerns with the poles and chain across the easement between Parkland and Granite. In response to the Board's inquiry on what to propose, the owner suggested moving the entire setup back from the road, creating a better designed option, or at minimum removing the "No Trespassing" sign. Peter proposed to meet on site with the owners to discuss the options. Additionally, all parties will research easements to confirm if the current installation location belongs to the Association.

VIII. Old Business

No old business was discussed.

IX. New Business

a. Winter Games

Kim sent notice to owners of the proposed winter games. Not many responses were received, but all received were positive. Peter will try to work with a group to execute the games, possibly in March. Notice will be sent to members if executed.

b. Discussion of summer BBQ and welcome baskets for new home owners

The Association used to host a summer BBQ annually so the Board discussed bringing it back. The Board agreed it was a good option and discussed possible locations. Additionally, Peter proposed welcome baskets of some sort for new homeowners, as Ursula has already been providing. This option will be funded by the Association. The Board decided to solicit for a committee for planning these events and welcoming new homeowners.

X. Schedule date of next meeting

The next meeting was scheduled for Thursday, April 18 at 5:30 p.m. at the Truckee Airport conference rooms.

XI. Adjournment

There being no further business the meeting was adjourned at 7:15 p.m.

XII. Executive session

No executive session was held.

Prepared by,

Kimberly Sperlin
Property Manager