

Pine Forest Owners Association Board of Directors Meeting

Saturday, October 28, 2023

9 a.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, Ron Carson, Jeff Heffernon, Cindy Sheridan, and Alar Saaremets

Others Present: Ursula Heffernon, Darin Sheridan, Steve & Memory Trambley, Gordy & Kim Cross, Alex Kleissner, and Kim Sperlin – CAMCO

I. Call to order

The meeting was called to order at 9:01 a.m.

II. Homeowner comments

Ursula commented that the storm drain on the corner of Granite and Comstock Drive is damaged. Kim will report to CAMCO maintenance.

III. Approval of Minutes

a. July 20, 2023 Board of Directors meeting

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

IV. Financial

a. Review September 2023 financial statements

Jeff reviewed the financials for the Board.

b. Investments

Jeff reported that the Association moved the reserve and DRC deposit accounts to different banks for more Association specific investments.

c. Discussion on moving DRC deposits from Chase to UBS

The Board discussed this option since the funds were just recently moved to Chase after the FDIC insured limit was reached at Plumas Bank. Jeff informed that there was no major difference, UBS just provides a more coordinated approach. The Board will revisit this discussion at the next meeting before the CD expires in February.

d. Review and approve Levy & Erlanger engagement

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

V. Construction

a. Design Review Committee Report

Darin reviewed the report and map of current projects. He reported that 17 are under construction, 1 is complete, 6 have final approval, and 6 are in the preliminary stage.

He reported a lot of progress on the Design Guidelines with Scott Ryan from Ryan Group, the original writers of the guidelines. He added that the updates are about 70% done and should have something for the Board to review shortly. Based on the updates, they will also review the CC&Rs to confirm if any amendments are needed.

b. Construction Compliance Committee Report – violation fines

Kim reported that there have been less violations. The committee was thanked for doing a great job.

c. Lot 64 rock wall appeal

The Board reviewed the project following the last meeting and agreed that the project does not meet what was submitted and should be corrected. Since the owners sold the property, the Board discussed whether to refund any of the deposit. Jeff moved to decline the appeal and not return the deposit. The motion was seconded and carried 4-1. The Board confirmed that for the deposit to be returned, the stone must be corrected to match the plans or submit new plans.

d. Lot 83 violation fine appeal

The owner submitted an appeal to a fine received for working on Indigenous People's Day, noting that many other sites were working and schools were open. The Board discussed and Cindy moved to deny the request since the Association rules state that no work is to take place on Federal Holidays. Alar seconded, and the motion carried unanimously.

e. Posting construction renderings to website

Michel Floyd recommended putting current construction plans on the website with the map. This will allow owners to quickly reference what is under construction. The Board discussed and agreed to inquire with the current properties under construction.

VI. Community Upkeep Efforts

a. FireWise/defensible space

Ron informed that he has a detailed report to provide during the annual meeting.

VII. Maintenance

a. Service road at lots 99 and 100

The Board discussed the chain and posts determined to sit solely on lot 99. They agreed to ask the owner of lot 99 to propose another option for the Board's consideration if they wish to change the post and chain.

The Board discussed the crack fill completed by Shaffer Sealing. It was noted that the crews did not fill driveway seams. It was asked of Kim to inquire why.

VIII. Old Business

a. Mailboxes

One owner informed Kim that the post office stated there were not enough boxes for the Pine Forest owners. Based on the total number of boxes, there should be a few extras. So, the Board suggested the owner go directly to the postmaster in person to discuss the options.

The Board noted that lot 101 has not submitted the requested construction timeline. It was agreed to inform the owner and contractor that the timeline must be received by November 15 or a hearing to assess fines will be held at 8 a.m. that day.

IX. New Business

a. Review and ratify snow removal with Ruppert

Ruppert provided a snow removal contract at no change from last year, signed before the season started. Jeff moved to approve the contract. Ron seconded, and the motion carried unanimously.

Ron noted that Ruppert picked up the unusable snow poles at his home. He and Alar were thanked for their efforts in compiling the poles.

X. Schedule date of next meeting

The next meeting was scheduled for Thursday, January 18 at 5:30 p.m. at the airport and via video/telephone conference.

XI. Adjournment

There being no further business the meeting was adjourned at 10:33 a.m.

XII. Executive session

No executive session was held.

Prepared by,

Kimberly Sperlin
Property Manager