

Pine Forest Owners Association Board of Directors Meeting

Thursday, April 18, 2024

5:30 p.m.

Truckee Airport Conference Room A 10356 Truckee Airport Road

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

Optional Dial-In Number: 206-331-4836

PIN: 612-4753#

Directors Present: Peter Werbel, Cindy Sheridan, Ron Carson, and Jeff Heffernon. Alar Saaremets arrived at 6:09 p.m.

Others Present: Linda Carson, Jordan & Erin Fountain, Steven Jolly, Ursula Heffernon, David Steele, Teal Ganci, Ted Fagenson, Alex Kleissner, Jonathan Kendler, Matt Syska, Memory Trambley, Jaqui Braver, Kristin Suell, and Kim Sperlin – CAMCO

I. Call to order

The meeting was called to order at 5:33 p.m.

II. Homeowner comments

Ursula inquired about the manholes throughout the Association that are sunken into the asphalt. Repairs were recently made on one because the top had broken off. Kim will inquire with TDPUD about the sunken ones.

III. Approval of Minutes

a. January 18, 2024 Board of Directors meeting

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

IV. Financial

a. Review February 2024 financial statements

Jeff reviewed the financials and the Board discussed delinquencies. One severely delinquent owner is currently under construction. Peter moved to tell the owner of lot 71 to cease and desist on construction if assessments are not paid within 30 days. Ron seconded, and the motion carried unanimously.

b. Investments

Jeff first began with the DRC funds currently held at Chase Bank. He informed that a CD matured and he was not contacted by a representative. Once he reached someone, it had been reinvested. Once it matures, Jeff recommends moving the funds to UBS with the other DRC funds. Next Jeff reviewed the investments proposal prepared by Paul Cutter with UBS for the DRC and reserve funds. Two owners, Steve Jolly and David Steele, expressed concern with the recommendations and made different ones, based on their experience in finances. After much discussion, it was agreed to provide the financial advice to the two owners and review further. This item was tabled to the next meeting.

V. Construction

a. Appoint design review and construction compliance committee members

Kim reported that most of the volunteers from the committee solicitation were for the DRC. There were 11 volunteers in addition to the three current members volunteering to continue. Ron moved to appoint the current 3 members, Darin Sheridan, Keith Kelly, and Jordan Kobert, to the Design Review Committee. Jeff seconded and the motion carried unanimously. There was also discussion of adding more members to join for reviews to make for smooth transitions when needed.

During the meeting, Steve Jolly volunteered for the CCC. Jaqui Braver also volunteered to remain on the committee. Ron moved to appoint Steve and Jaqui to the Construction Compliance Committee. Cindy seconded and the motion carried unanimously.

b. Design Review Committee Report

No members were in attendance, so Kim provided a brief update.

c. Construction Compliance Committee Report

No report was provided.

d. Lot 67 violation appeal

The owner, Erin Fountain requested to appeal two parking violations and fines. The violations allege parking in front of the fire hydrant, but Erin and the construction team confirm the vehicles in the photos taken did not belong to their job site. Erin confirmed responsibility for one additional parking violation and that they will make more efforts to keep crews and vendors from blocking the hydrant. Alar moved to forgive the two parking violations and associated fines. Ron seconded, and the motion carried unanimously.

e. Lot 101 violation appeal

The owner, David Steele, requested to appeal the violation and fine for exceeding the allotted construction timeframe. He commented that the building process was taking longer than he had hoped as well. He confirmed that the project received final approval from the Town of Truckee and the certificate of occupancy today. Peter Werbel informed that the Board previously tried to work with the contractor and asked for a realistic timeline. When that timeline was not met, the fine was issued. Peter moved to deny the appeal. Cindy seconded, the Board discussed further, and the motion carried unanimously.

f. Lot 38 submittal appeal

The owner, Ted Fagenson, requested to appeal the DRC's letter stating that he must start the submittal over. Since the first letter, Ted and the DRC have spoken and are on the same page on next steps. Ted reviewed the project for the Board and all agreed to keep working with the DRC. It was also asked of Kim to send the Board the renderings for the home.

VI. Community Upkeep Efforts

a. FireWise/defensible space/chipping

Ron reported that the adopt-a-hydrant program was successful again. He added that it helped them personally in a time of fire that significantly saved their home. Next, all agreed to have chipping the week of July 8, same as previous years. Kim will inquire with Kosich and/or Hall Tree for the work. Finally, Linda reviewed a request from neighboring properties to join the Association's Firewise Community. The three properties run behind the common area along Granite Drive. It was noted that these properties cannot join Tahoe Donner's because it is at capacity and there are not enough lots to form their own. Linda confirmed that Firewise is okay with the addition and that there is no liability to the Association since it is all volunteer based. After discussion, Jeff moved to approve incorporating the 3 lots behind Granite Drive. Peter seconded, and the motion carried unanimously.

b. Appoint members to Community Development Committee

Many members that volunteered for the DRC also noted a possible interest in the CDC. Ron moved to appoint all volunteers, Martha Russell, Danielle Schwartzman, David Steele, Erin Fountain, Michel Floyd, and Teal Ganci, to the Community Development Committee. Alar seconded, and the motion carried unanimously. Peter Werbel volunteered to be the liaison between the committee and the Board. Kim will confirm if all members are still interested.

VII. Maintenance

a. Service road at lots 99 and 100 – no trespassing sign

The owners of lot 99 were not in attendance. Following the last meeting, other owners expressed concern with the Board's agreement to remove the no trespassing sign. It was also confirmed that the posts and chain were installed in the Association's road right of way. In an effort to somewhat appease everyone, Cindy proposed a new sign design and to paint the chain and posts black. The new sign complies with the Association's sign rules. Cindy moved to move forward with this change and new sign, with Ron volunteering to do the installation. Ron seconded and the motion carried unanimously.

VIII. Old Business

Ron inquired about finishing the asphalt on the corner of Granite and Saddleback. Peter will follow up with the vendor but confirmed the vendor knew it needed to be corrected.

IX. New Business

a. Internet

No action will be taken as the Board has found this to be an expensive option at this time.

X. Schedule date of next meeting

The next meeting was scheduled for Wednesday, July 17 at 5:30 p.m. via video/telephone conference and at the Truckee Airport meeting room if available.

XI. Adjournment

There being no further business the meeting was adjourned at 8:00 p.m.

XII. Executive session

No executive session was held.

Prepared by,

Kimberly Sperlin
Property Manager