

**Minutes of a meeting of the Board of Timber Cove Homes Association
In General Session**

Held Saturday, August 12, 2023
Fort Ross State Park Meeting Room
19005 Coast Highway One, Jenner
In Person & Zoom

Attendees:

Directors Present

Cindy Culcasi, President
Jennifer Greenstein, Secretary
Richard Mogford
Rosemary Gorz, Vice President
Joe Bettencourt, Treasurer

Absent

Keith Thompson

Call to Order

Cindy Culcasi called the meeting to order at 10:07 a.m.

Per Davis Sterling, the meeting is recorded to assist the Secretary with the minutes. The recording will be deleted once the minutes are approved.

Review and Approval of the Agenda

Upon motion duly made and seconded, the agenda was approved by the Board, 5-0

Review and Approval of Previous Minutes

Upon motion duly made and seconded, minutes of the July 8, 2023, meeting were approved by the Board, 5-0.

President's Message/ Community Update

Cindy Culcasi reported on recent developments.

We invite everyone to partake in the upcoming Barbeque event. Thank you volunteers for setting up and all the help.

Cindy took a moment to recognize Melany, our outstanding office manager, whose dedication serves as the foundation upholding the functionality of both the HOA and the Board. We thank Melany for her dedication.

Unexpected major storms uprooted/broke off approximately 50 trees along our roads. A special appreciation goes to Bill and TJ Seymore for their swift efforts in restoring road access. The initial expenses amounted to around \$6,000, covering tree clearance, unblocking ditches, and the uprighting of mailboxes along Hwy 1.

While we are making minimal road investments, our primary focus was on the cleanup of Ruoff. Timber Cove Excavating handled this task exceptionally, resulting in a significantly improved appearance and created a clear passage for emergency vehicles.

To sustain the operations and betterment of our community, we will vote to implement an increase in dues, which will amount to \$650 per property. A motion to approve will take place in the September meeting.

A member update form was sent to all members via USPS., aiming to expand our email list. This will enable us to disseminate essential and sometimes critical information efficiently and promptly. In case you haven't responded yet, we urge you to do so. Additionally, we will be requesting updated contact information annually going forward in adherence to Davis-Sterling regulations.

Regrettably, we did not achieve a quorum for our annual meeting. Reconvening costs approximately \$500, a sum that could easily be saved with greater participation.

Guest Speakers

Timber Cove Fire Chief Erich Lynn addressed the community. The firehouse now boasts a new roof, a project that was made possible through the generosity of our community, who contributed around \$130,000. Our fire department operates entirely on volunteer efforts and requires more hands to join the cause.

A solar trailer, containing 20 units for powering medical devices during power outages, the units can be loaned out for people to run their medical devices at home, we need volunteers to help maintain and keep the trailer serviced and ready to go. Furthermore, a command center trailer, generously donated by the Board of Supervisors, is under construction, set to enhance our operational capabilities.

Chief Lynn emphasized the importance of Cal-Fire approved address signs, even for vacant lots, to aid emergency responders.

Volunteers are greatly needed and can be trained at various levels, e.g., monthly washing of the fire truck and support during training nights, etc.

Fire Chief Lynn noted that "We are the Timber Cove Volunteer Fire Department and the Timber Cove Fire Protection District. The volunteer fire department runs on all fundraisers. We are working on grants and anything else to bring in funds. The District runs the legal end and insurance. It takes a lot of people to keep things going and we are under funded.

- Fort Ross State Park (park and meeting): \$132.00 (\$82.00 parking)
- Payroll: \$2,288.60
- Payroll tax (auto pay): \$1,029.12
- Payroll tax (State): \$1,492.42
- Vacation partial balance payout to Melany: \$2,655.13
- Total expenses: \$25,023.73

Upcoming Bills (August)

- Walls Law: \$2,046.00
- Payroll tax (based on hours worked): [Amount TBD]
- IRS -2020 billing: \$527.47
- Intuit: \$250
- Frontier: \$155.02
- Cindy Culcasi (reimbursement for BBQ): \$200.51

Payment of Bills

Upon motion duly made and seconded, payment of bills proposed by the treasurer was approved by the Board, 5-0.

The financial reports are available on timbercovehomes.org under Board of Directors/Board meetings.

Architectural Update

Drafts of the architectural guidelines will soon be available through the office, community boards, and the website once they are finalized.

Plans for 22108 Koftinow, a 1,000 sq ft, 1-bedroom, 1-bath property, was reviewed

Upon motion duly made and seconded, 22108 Koftinow was approved by the Board, 5-0

Delinquent Assessment Collection Policy

Per Davis Sterling if a procedure directly impacts the members, it must be available for review by members for 28 days. The delinquent collection and assessment collection policy will be up for voting this month. The tree cutting policy will follow next month, and subsequently, the architectural guidelines.

Upon motion duly made and seconded, the delinquent collection and assessment policy was approved by the Board, 5-0

Debbie Ramirez, Field Representative from District 5, Sonoma County, shared insights into the Municipal Advisory Council (MAC). Serving as a bridge between Supervisor Hopkins and our community, the MAC facilitates communication and conveys concerns to the Board of Supervisors. Meetings occur on the third Thursday of odd months, offering both in-person and virtual participation.

Public Comment

A community member inquired about potential security measures due to increased local traffic. Cindy explained that this is not feasible within our current budget.

Another resident highlighted a pothole near the mailboxes on Hwy 1. Cindy assured that gravel would be added to address the issue.

Treasurer's Report

Treasurer Joe Bettencourt presented the financial report

Current Account Balances

- Checking: \$57,621.96
- Bond Account: \$35,700.39
- Reserve Account: \$23,294.31
- Special Assessment: \$80.00

Dividends

- Checking: \$11.88
- Bond: \$24.15
- Reserve: \$14.90
- Total dues collected (June 2023): \$3,306.24

June 2023 Deposits to checking

- Dividend: \$11.88
- Late fees (3 times): \$105.00
- Dues collected: \$3,306.24
- Total deposit: \$3,423.12

Expenses Paid

- Frontier: \$150.96
- Intuit (QuickBooks): \$250.00
- Timber Cove Excavating (Ruoff work): \$16,433.51

Roads Update - Roads Committee

An update on the Emergency Special Assessment for the Lee Drive road slide was discussed . Given the potential risks of a collapse on one side of Lee Dr. in the event of another wet winter, work is planned for September. The engineer recommended bigger and more boulders., two side drains (midway and at the bottom of the rip rap, instead of one. A special fabric that would sift the silt and dirt keeping the drains from getting blocked, with that the price increased significantly. Timber Cove Excavating submitted a bid of \$121,810, which would result in a special assessment of \$571.87 per member based on 213 lots.

Upon motion duly made and seconded, the bid for \$121,810 from Timber Cove Excavating was approved by the Board,, 5-0

Concerns were raised about the maintenance of Timber Cove Rd, which is a county road. Debbie Ramirez advised utilizing the So Co Connect App to report issues. Members can drop a pin on the location, generating a ticket number for County roads Dept. For unresolved issues, contact Supervisor Hopkins' office, and the MAC will follow up.

Adjournment

Upon motion duly made and seconded, the meeting was adjourned at 11:38 a.m.

The next meeting is September 9

Respectfully submitted,



Jennifer Greenstein, Secretary

Sign in Sheet

1. Aaron Weber
2. Judy Gretz
3. Greg Gretz
4. Anne Rea
5. John Rea
6. Dan Ritzenthaler
7. Teresa DAunzio
8. Linda Saldana
9. Steve Tuscher
10. Judy Lang
11. Rick Lang
12. Pam Duarte
13. John Duarte

14. Atya Burger
15. Matt Burger
16. Thomas Sgrenci
17. Bob Resinger
18. Alex Kramer
19. Melony Collett
20. Bob Leichtner
21. Beth Robb
22. Yuvonne Gray
23. John Gray
24. Linda Willis
25. Ron Case

Zoom

26. Russell Wells
27. Vanessa Wuestew
28. John Rosson
29. Doug Uboldi
30. Jon Davis