

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

Held Saturday, July 11, 2020 at 10:00 a.m.
Via Conference Call due to Covid 19

Attendees:

Directors Present on Conference Call:

Ron Case, President
Russell Wells, Vice President
John Gray, Treasurer
Cindy Culcasi, Secretary
Bob Leichtner
Margaret Grahame

Rosemary Gorz was absent
Office Manager Melany Collett was absent

Sign-in/Participant List attached at the end of the minutes

Call to Order

Ron Case called the meeting to order at 10:03 a.m.

Review and Approval of the Agenda

Upon motion duly made and seconded, the Agenda was approved by the Board 6-0 with the addition of an emergency agenda item regarding fireworks that occurred on July 4 on Umland Drive.

Review and Approval of Previous Minutes

Upon motion duly made and seconded, the June 13, 2020 Minutes were approved 6-0.

President's Report – Ron Case

Personnel was discussed during the Closed Executive Session.

Office Manager's Report – Melany Collett/Board

John Gray stated there were two new escrows.

Public Comment

Cindy Culcasi wanted to acknowledge that her security cameras caught our resident Deputy Jeremy Lyle driving around the community and keeping an eye on things on a regular basis. She wanted to thank Deputy Lyle.

Margaret Grahame wanted to let the community know that the Coastal MAC Meeting is this Wednesday at 5:30 p.m. This is a Zoom Meeting. The details can be found on the <https://sonomacounty.ca.gov/Coastal-Municipal-Advisory-Council/Calendar/> website. The meeting is a good place to find out what is going on in the community. Cindy Culcasi has just been appointed the clerk/secretary of the Coastal MAC. She is a volunteer and Ms. Grahame would like to thank Cindy for stepping up to support this important group and Lynda Hopkins. Ron Case pointed out that there are now two members (Margaret Grahame/Cindy Culcasi) of the Timber Cove Community working with the Coastal MAC.

Anne Vernon read a statement and asked that it be shared with members. She wanted to make a public complaint about a recent letter that has been sent to some Unit Two members. The letter was sent by Hannah Clayborn to the Timber Cove Trail Supporters. Three families in Timber Cove are being sued over the unaccepted irrevocable offers in Unit 2. Ms. Vernon complained that the letter states that Ms. Vernon wants to put a commercial development over a trail and eliminate all trails. This information is false. Ms. Vernon is building a home within the envelope on her lot which does not interfere with the easement offer. Ms. Vernon is concerned that the Trails letter is being used to raise funds based on false accusations. The HOA and the subdivision are not zoned for commercial property and the Coastal Commission would not allow it. Ms. Vernon has requested that the HOA send a letter out to the members that her future home is correctly planned and placed and is a residential home, not a commercial development.

Business Items

Treasurer's Report – John Gray

Mr. Gray delivered the Treasurer's Report for July. The PowerPoint presentations of the Report will be available on the timbercovehomes.org website.

Bill paid in June:

- Intuit online payroll setup - \$119.00
- Chase Credit Card - \$695.37
- EDD - \$246.36
- EDD - \$101.75
- Walls Law - \$1,170.00 (bill for Election Operating Rules due to updates to Davis Stirling Rules)
- Intuit online - \$.61
- Frontier - \$134.36
- Payroll - \$2,734.67
- Total - \$5,202.12

Upon motion duly made and seconded, the Board approved paying the bills 6-0.

Mr. Gray reminded the members about the 2020 annual cost of insurance of \$25,463 (Slide 11, July Treasurer's Report). We did not have the funds to pay the cost outright thus an installment payment plan was put in place.

Legal Update – Legal Committee

Due to the significant changes to the election rules by state legislature for Davis Stirling effective January 2020, new TCHA Election Operating Rules were prepared for us by Peter Walls. Otherwise there are no other legal updates.

Architectural Update – Architectural Oversight Committee

To be discussed under Continuing Business Items

Roads Update – Roads Committee

The main concern currently is the repair of Lee Drive. The Committee is obtaining two bids to complete the repair.

John Gray said a drive around the community will be scheduled. Mr. Gray thought the roads sweep could be postponed because of a mild winter, but they will take a look around to determine if needed.

Margaret Grahame asked who is responsible along the roads for the larger trees that lean over the road. Ron Case stated the property owner is responsible. There is a concern that emergency vehicles might not be able to pass if a tree is leaning over the road. Owners need to be aware that they will incur the costs of removal of a tree. The Fire Department can give the Board notice if there is a potential or current hazard of a tree(s) and the Board will contact the member with the information.

A member disagreed that the roads sweep could be postponed. She has walked the roads quite a bit and saw weeds along with the crumbling edges of the roads. She asked this be rethought. A Board Member agreed and will revisit the issue.

Update - Annual Meeting - September 12 – Ron Case

Cindy Culcasi has been talking with the Election Inspector about the meeting. We have no idea if we will be able to meet in person. Melany Collett will be contacting the Fort Ross School regarding using the auditorium. We may meet outside on the school grounds. Utilizing the soccer field bleachers might be a possibility since there is enough room to social distance from each other. If we cannot meet in person, the Election Inspector will set up a Zoom Meeting. There definitely will be a meeting on September 12 at 11:00 a.m. We will notify members of the format of the meeting as soon as we know the best approach. Additionally, July 12th is the last day to submit your candidate statement.

Other Important Information:

1. The Notice of the Annual Meeting and Candidate Statements will be sent via email at the beginning of next week.
2. There are significant changes to the HOA Election Rules. Below are a few of the changes:
 - a. An additional notice is now required (see number 1 directly above)
 - b. If the meeting is held outside, a Zoom Meeting isn't possible. Because of COVID-19, things keep changing and we will have to keep that in mind. The Election Inspector said that the new Law does not consider COVID or other emergency type situations. We will continue to address the changes with the Election Inspector and Peter Walls as needed.

Architectural Guidelines and Proposed Changes – Architectural Oversight Committee

Ron Case noted that the Architectural Oversight Committee has been meeting on a regular basis. They are in the process of revising and updating the guidelines. One of the changes that will be proposed is changing the current requirement of an HOA Architect and Architect Assistant to something less burdensome. The proposed updates will be shared with members over the coming months.

Margaret Grahame added that the committee wants a quality community but not one that is tethered in red tape.

Tree Cutting Policy Update - Architectural Oversight Committee

The Committee is trying to come up with standards for members. They know that the members are trying to protect their property correctly. More discussion will follow in future meetings.

Sonoma County Coastal Plan – Timber Cove Description - Cindy Culcasi

No updates today. This issue will be discussed at the Coastal MAC Meeting this coming Wednesday. Next month we should have more information.

New Business

Emergency Agenda Item - Fireworks on Umland Circle July 4th

The Board received a report that someone was setting off fireworks on Umland on July 4. John Gray spoke to the situation and reported that a neighbor of the person setting off fireworks on Umland reported the fireworks to the main County 24-hour dispatch number for the Sheriff's Department. Jeremy Lyle, our resident deputy, did not receive the report, but after receiving an email from John Gray, Deputy Lyle contacted the owner of the home and spoke with them regarding the incident. After contacting the owner, he emailed Mr. Gray confirming he had followed up.

Bob Leichtner had recently suggested creating and distributing a printed fire prevention warning about dangers from open flames and high heat sources for members regarding fire abatement which fit well into addressing the current issue.

Members are aware of the extreme fire risk but there is unaddressed risk with renters and AirBNB. Mr. Leichtner added he has no issues with the renters as a general matter. However, renters and guests from outside the area often do not understand the extreme fire danger and the risks in Timber Cove. Mr. Leichtner suggested that we work together with CalFire and/or the Timber Cove Fire Department to develop a one- or two-page set of guidelines to share with all members.

Respectfully submitted,



Cindy Culcasi, Secretary

Sign-in/Participant List

Members who identified themselves on the Conference Call

1. Anne Vernon
2. Kris Kilgore
3. Carolynn Abst
4. Diane Feddersohn
5. Sal Culcasi
6. Stu Drake
7. Scott Black

Members listed on the Conference Call Report, but who were not identified verbally on the call.

There were no members who did not identify themselves on the call.