



**Timber Cove Homes Association**  
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**Timber Cove  
Annual Meeting  
Saturday September 5, 2015  
Timber Cove Inn: Ansel Adams Room  
10:00 am - 1:00 pm**

**MINUTES**

**Board Members Present:** Tom Giacinto (President), Tim McKusick (Vice-President), Susan Moulton (Secretary) Sylvia Todd, Sal Culcasi, SueEllen McCann

**Guests:** Hannah Clayborn, John Rea, Bill Seymour, Claudia Giacinto, Megan Babin, Anne Vernon, Fred Leif, Roger Simpson, Ray & Carol Lowrance, Cindy Culcasi, Jack & Ruth Marshall, Keith Thompson, Dennis Koci, Stu & Sue Chris & Diane Feddersohn, Lisa Gimbel & Martin Brener, John & Pam Duarte, Loma Alameda, Luciano Moretto & Giuseppino Conti, John Howland, Linda Willes, Burkhard Schipper, Joe & Sharon Pearson, Judi Bowers & Greg Gretz, Bob Leichtner, Jim Coconas, Linda Saldana, Eric & Carrie McConn, Rosemay Gorz & Norm Vachowiak, Barry Schwartz & Thom Hale, Ron Case, Jennifer Rodenbach

**CALL TO ORDER 10:00**

**Welcome and Introductions of Board and Staff** (Tom Giacinto)

**Remembrance of John Sperry** (John Howland): Discussion of John's many contributions to Timber Cove and the request that the Smith Court trail be named after John Sperry with a marker, since this was his favorite trail.

**President's Statement:** Tom Giacinto

**Lyon's Court Office:** TG reported on the progress and use of the Lyon's Court Office. We have been having our TCHOA meetings there and there have been a number of community activities there as well. The County has agreed to renew our septic permit for .5 bath and he will be working with other volunteers on completing the remaining things to be done in months ahead. He recently pulled the phone lines so that communication would be possible and internet accessible. We will be developing a secure place for our HOA records. Hannah Clayborn donated a bookshelf and others have donated materials for the building. The community can develop the building and grounds and we need volunteers to help out. Landscaping is one area where people could put in effort right away. The building will have security. We also need the ability to drop information off at front entry. HH donated a bookcase. Septic system is being worked on. The county will renew our prior permit application.

It will be a boon to have a community center like we used to have when Timber Cove was first developed.

**Fire Abatement:** We have been working on Fire Abatement with the Water District. Notices have been sent out to over 50 homeowners to clean up their lots or the Water District, working with us, will designate someone to do it and bill the property owner. There is a list of approved workers that will be sent to people who have received notices already. This is a particularly high fire danger area, made worse by the drought. One untended lot puts the whole community in danger. Working with the Water Board the HOA is looking for grants to help property owners who have multiple lots in need of work. In the past TG and the HOA got grants to build a fire break around the community.

**Capital Improvement Plan:** Sylvia Todd introduced the process for developing a CIP and with Susan Moulton, hopes that we can engage the membership later in the meeting to help us plan our collective future. (See power point). TG then presented a draft CIP for Roads over a ten year period of time.

**Undergrounding Wires:** Power lines are often the cause of fires. It was the intention from the outset to have underground utilities. TG and TMcK are investigating working with the county, with Fire Agencies, and other grant opportunities to get assistance for putting our utilities underground. We are encouraging new home builders to underground their wires.

**Communication:** SM reported that we have developed a regular newsletter, are updating our website, have a FACEBOOK page, a blog on Yammer and that property owners may contact us via any of these lines of communication, by email or by regular mail if they have concerns or need information. We have posted Agendas and Minutes on our webpage and will continue to make information as available as possible. As Secretary, she writes more detailed minutes so that property owners can get a sense of how the issues develop and the concerns and people around them. • TCHOA Facebook Page under "Timber Cove HOA": [https://www.facebook.com/pages/Timber-Cove-HOA/138115242942020?ref=aymt\\_homepage\\_panel](https://www.facebook.com/pages/Timber-Cove-HOA/138115242942020?ref=aymt_homepage_panel) Minutes from our meetings, agendas, announcements, policies, etc. are all posted here for your reference.

- YAMMER blog site where property owners from both Unit One and Unit Two post comments. You can download a YAMMER application or go to <https://www.yammer.com/tccommunity/>.
- *We request that all comments on our sites be respectful and constructive.*

**Mailboxes and Keys:** Sharon Lynn now has the keys to the remaining mailboxes. If anyone does not need a box, but has been assigned one, please return the keys to her so that people who need one can have access. The new boxes seem to be working well and we are identifying larger boxes for packages. Thanks to Kathryn Holmes for her donation of rock walls and the overall beautification of the mailboxes.

**Beach Access:** TG, working with the board, has revived the promised beach access that TC residents used to have. He is hopeful that we will be able to find an access to the water near the Inn where TCHOA has a "floating easement." They will be speaking with the Inn's new owner soon about the possibility.

**Unit 1:** TG reported the secession of Unit 1 and the long process that is involved. It is different from "dissolving" the HOA which would be much more difficult. Unit 1 had identified funds that were returned to them for the specific purpose of maintaining the roads both Unit 1 and Unit 2 use in common, but are on Unit 1 land. This was about \$38,000.

**Becoming Involved: ST and SM** introduced the areas we would like to have community become involved in:

- CLUBHOUSE USE, BEAUTIFICATION AND MAINTENANCE
- LOCAL HISTORY

- FIRE ABATEMENT AND FOREST MANAGEMENT
- EMERGENCY RESPONSE AND PREPAREDNESS; SECURITY
- MANAGEMENT OPTIONS
- TRAILS
- FUNDRAISING AND GRANT WRITING
- COMMUNITY BUILDING ACTIVITIES
- WATER CONSERVATION
- COMMUNICATIONS: FACEBOOK, WEBPAGE DEVELOPMENT, YAMMER, NEWSLETTERS, MEETINGS, ELECTIONS, TELECOMMUNICATIONS, HOSPITALITY
- COASTAL ACCESS
- OTHER:

We hope to develop these and get interest in them in the months ahead.

**Treasurer's Report:** (See ppt. for numbers) TG introduced a working budget for the 2015-16 year that reflected a 20% reduction due to the loss of revenue from Unit 1. He discussed the many ways this Board has been cutting costs and proposals for future cost reductions in the organization of personnel and maintenance of roads. Unfortunately the issue of deeded rights to our trails and easements has cost the HOA thousands of dollars so far in attorney's fees. The Board has no authority to give away the legally deeded easements. He expected this to be resolved soon. Having the Water Board take over the Office and its expenses, including insurance, will save the HOA significant money.

**Outside Grants and Contracts** (T.McKusick) Many are in the process and we need volunteer help to write them. Thanks to Brian Todd, Tim McKusick, Kris Kilgore and many others who have successfully written and received grants on our behalf. We will pursue this even more relative to Fire Abatement and Fire Safety. (see power point on web page)

**Roads Report** TG covered the roads in the CIP earlier. He is recommending we hire a professional roads/maintenance person to oversee work on the roads and insure that each road is dealt with fairly. Discussion of Signs: Our signs are deteriorating. TG has found a source for cypress which we could use. SC thought redwood would look better; TG noted cypress lasts 10 times longer. Both will bleach out in a few years. Cypress could be stained whatever color you want. It is a less expensive and longer lasting option. Most members favored retaining the unique script already on the signs.

**ARCHITECTURAL:** Introduction of John Howland, our resident architect and the person who reviews new building plans and makes recommendations to the board. TG suggested allocating responsibility for the Timber Cove architectural process to professional management will also give it a consistency and fairness. Traditionally, the viability of one's proposed project has been in the hands of the Board, which has at times been a source of contention. Outsourcing the Timber Cove architectural submittal and review process to a professional will create consistency. The architectural "committee" will be the property owners within three hundred feet of the proposed project, those most directly affected by the project. In addition, our architectural process needs to factor in changes in building requirements--the new, fire-safe building materials mandated by the County--into the Timber Cove philosophy. Some of the architectural requirements are obsolete. Anyone who has an active building permit will be required to have a sanitary facility on their property. At the June meeting the Board approved the construction of "Art Studios" that must conform to county regulations and are not intended for residence. We are excited that property owners may now construct 10 x 12 foot structures to house materials for their creative

projects and maintenance of their property. The building must conform to the original CC&Rs **completely** and must also go through the Architectural review process. Creativity is welcome!

**Water District Report:** Introduction of Brian Todd, President of the TCWDD and engineer. He reported that the Water Board has accomplished the following:

- **Since the new Water Board began its work last Fall we have undertaken a number of new projects for the Water District:**
- **•Provided:** months of trucked-in water during the time of extreme drought when the reservoir ran dry, financed by a grant.
- **•Located and began development:** of a new water source and well to insure the future water supply; acquisition of Caltrans excess property which is our well location and contains our diversion structure.
- **•Reinstatement of the Fire Safety Plan:** Tom Giacinto and Brian Todd, plus new board members, voted to re-instate Resolution 96-16, our Fire Safety Plan and make the HOA its agent.
- **•Repair, replace or restore old, non-functional equipment:** New Well Project, pumps, and upgrades to all electronic components at the weir site; this will conserve water that would be otherwise lost during the diversion process.
- **•Increase water flow for fire safety:** Install a new water line from Reservoir to top of Koftinow. This will not increase water pressure and it will meet the needs of fire flow. Since the location is also part of our trail system, it will serve as both a PUE and walking trail with a bridge, planned and financed by the Water District.
- **•Install:** 16 new hydrants throughout the community.
- **•Install:** New filtration system at the Reservoir, as well as new electronics.
- **•Install:** New emergency generator.
- **•Install:** New waterlines to upgrade for fire flow in several locations in the District to replace under sized pipes
- **•Replace:** 1300 feet of broken water line on Amanita circle with two new hydrants and under-grounding of overhead power.
- **•Assume responsibility:** For development of shared office with the HOA and TCCWD.
- **•Write:** Grant proposals for outside and State funding of these projects, particularly the under-grounding of what are now dangerous overhead power lines.
- **•Develop and implement:** strategies and methods to reduce water rates.
- **• Develop and implement:** a solar project for the reservoir.
- **•Install:** A cover for the reservoir to minimize evaporation.
- **•Replace:** asbestos transit water lines on Cypress and Pine, and add fire hydrants.

**Trails report:** Hannah Clayborn reported on the Pacific Coast Trail Extension along HWY 1 and the progress of the Trail Committee in finding the easement markers before we pay for a trail survey. The committee has been working diligently every month with over 40 people assisting in one way or another. They have done an initial search for markers for a number of our trails which they have identified with painted stakes and hope to complete this part of the trail marking soon. TMcK showed parcel maps with the trails identified on them. HC showed a map with the trails identified. TG showed

pictures of Ninive and TC 20 years ago where it was a coastal prairie and within the last 10 years has been completely planted with trees. Discussion of the Board's authority and responsibility regarding trees, their planting and removal. Homeowner's must obtain approval before planting trees and cannot obscure the view of others by planting tall trees that will grow to over 70 feet like those on Ninive. These not only obliterate the view for all those behind them, but are a fire hazard. (See ppt).

**Group Discussion and Sign Up for Committees:** Attendees broke up into smaller discussion groups and had lunch. Topics of interest will be reported back via email

**Public Comment:** None

**Announcement of Election Results:** S. Lynn announced that Joe Pearson, Susan Moulton and Sue Ellen McCann were elected to the HOA.

**Thank You:** Board Members expressed their gratitude:

-To **Fred Leif** for years of dedicated service on the HOA as Treasurer and on the Water Board. His attention to detail and continuity over the years have been invaluable.

-To **Tom Giacinto**, on his 25<sup>th</sup> anniversary of service to Timber Cove, also on the HOA and the Water Board. His contributions of service and donations to the community exceed tens of thousands of dollars and hundreds of hours. He has authored the first Forest Management and Abatement Plan, the Capital Improvement Plans, he functioned as one of those with vision to create the reservoir, and much more.

-To **Grace O'Malley**, tireless coordinator and repository of TC history. Photographer extraordinaire, Developed and coordinated Emergency Preparedness.

-To **Brian Todd** who has functioned as a full time unpaid professional employee this past year on the Water Board and who has shepherded us through the drought, writing grants for trucked in water, finding ways to renew and rebuild dying or dead equipment.

-To **Tim McKusick** who has spearheaded efforts to fundraise for our water and forest management; who is always there to help clear fallen trees or solve local problems; whose attention to details and integrity has helped guide the community forward.

-To **Nicholas Lee**, our Security Guy on the job for almost two decades. He knows all our "secrets."

-To **Kathryn Holmes** for rock walls, and mailboxes and amazing beautification.

To **Susan Moulton** for her work as Secretary, for developing the Newsletter and her energy;

To **Sylvia Todd** for her tireless networking in the community and her organizational skills.

And to the many, many other neighbors and friends, too numerous to mention, for their volunteer service, their caring for neighbors and their work on behalf of the community.

**Adjournment, msp, at 1:15.**

*Respectfully submitted, Susan Moulton 09.18.2015*