

## **TIMBER COVE HOMES ASSOCIATION**

**Annual Meeting**

**September 9, 2017**

**11:00 am – 12:00 noon**

**Fort Ross Visitor's Center**

### **MINUTES**

**Directors Present:** Tim McKusick (President); Susan Moulton (Secretary/Parliamentarian); Sue Ellen McCann (Treasurer); Eric McConn (Director); Luciano Moretto (Director, seated with audience)

**Absent:** Russell Wells

**Members Present:** Bob Leichtner, John and Yvonne Gray, Burkhard Schipper, Gary Collins, Dennis and Gay Lynn Koci, Ann Vernon and John Rea, Linda Saldana, Robert Simpson, Ruth Marshall, Chris and Diane Feddersohn, Henry Clybry (?), Giuseppina Conti, Luciano Moretto, John and Pam Duarte, Cindy and Sal Culcasi, Michael and Janet Smith-Heimer, Eloy Trujillo, Alison Trujillo, Carolyn Abst, Ron Case, Kris Berdzinsky

**Guests:** Cal Trans: Will Hauke (Region Manager), Stefan Galvez (Environmental Chief) Jeanette Weisman (Environmental Scientist), Joan Chaplick (Outreach Consultant); James Ernst (Election Overseer)

**Call to Order: 11:10**

**Approval of Agenda: MSP**

**Welcome:** Reminder by J. Ernst to hand in ballots that have not been mailed to him or his assistants near the door by 11:15. Don't forget to sign the outside envelope of the ballot with the parcel number.

### **REPORTS**

#### **1. President's Report (T. McKusick)**

- 1.1. Accomplishments of Board over past year and a half, published in most recent newsletter: much has been done to stabilize, bring up to date, and organize the structure of the HOA and community.
- 1.2. Remembrance of community member Jim Coconas who passed away recently and had been part of the Timber Cove community for many years.
- 1.3. Introduction of Melany Collett, Office Manager; Stephen Drapkin, Interim Security was out with the flu.
- 1.4. Introduction of James Ernst, Election Overseer who discussed the procedures for receiving and counting the ballots.
- 1.5. Thanks to Luciano Moretti and Joe Pearson for Board Service and to Board Members who filled in this summer to cover the

office duties for almost three months: Sue Ellen McCann, Susan Moulton, Sylvia Todd, Hannah Clayborn, Claudia Giacinto

- 1.6. Issues facing us for the new year: The Capital Improvement plan for roads needs to be reviewed and updated;
2. **Cal Fire Representative Report:** Introduction of: Will Hauke (Region Manager-[will.hauke@dot.ca.gov](mailto:will.hauke@dot.ca.gov)); Stefan Galvez (Environmental Chief) Jeanette Weisman (Environmental Scientist), Joan Chaplick (Outreach Consultant). The distributed a handout and discussed the repair guidelines for State Route 1. Comments by members of concern about potholes, trees and debris in the road easements along HWY 1. They have not been able to hire tree workers in 18 years and are very understaffed. They are working on guidelines to regulate highway projects which usually take longer than expected. They will make recommendations based on meetings like this with community members for the appropriate design for HWY 1. Sonoma County requires 10-11 foot wide lanes. The 2014 Master Plan has been updated to include a Class II bike facility along HWY 116 to Jenner. This corresponds to that for multi-modal use. There are now posted slower speeds of 15-30 mph, with 25 mph or less in town. They want input from groups in order to finalize their report and recommendations by the end of the year. Members noted there are a lot more bikes on the road, that trees in the easements on the side of the road were dropping debris and falling onto the highway and that much of this is State Park property. Residents with concerns should send letters of support for the work of Cal Fire to the Supervisors and other local officials.
  - 2.1. Status of Fire Abatement (T. McKusick; J. Howland): The community has really come around and owners are cleaning up the fire hazards on their lots. Here are currently 17 active fires in California and the media reports the whole West Coast is ablaze. The heavy rain last year brought denser and thicker lower lying vegetation which is a real fire hazard. The TCCWD and HOA are working well together to issue notices and follow up to see the work is done. There are a few properties where the TCCWD has had to secure warrants, but for the most part people are really doing a good job. Thanks to Cathy Schezer and Stephen Drapkin for their good work on behalf of Fire Abatement.
  - 2.2. **Treasurer's Report (S.E. McCann):** (Handout) Status of 4 month Accounting Review: TCHA has been going through an internal review of the last 3 years of records which is just about done; external review also is just about done; our CPA has sent recommendations to the Board (attachment). All of reporting that needs to be done to state or federal agencies will be complete at the end of October. SEMcC has spent 4-5 months reviewing the books, checks, disbursements, and other

financial records that needed to be organized and verified. There were many missing checks, notated receipts, etc., from the past three years and other issues that required much detailed work. SM commended her for her dedication and hundreds of hours of volunteer time which would have cost the TCHA tens of thousands of dollars had we out-sourced the work to a CPA.

3. **Annual Architectural Report (J. Howland):** 3 new proposals for review. Construction will go forward soon.
4. **Annual Trail Report (H. Clayborn)** Note: Dedication of our first restored trail, the John Sperry Trail, on Sunday, September 10. Guided walk at 11 a.m.; reception at noon at the end of Davis Way. She turned in a written report. There are two people participating in the adopt a trail program: Gabriella and Yarrow Drake, E. Tamm. The next project will be funded totally by donations. They have made their \$2000 goal in 3 weeks. There will be a fund raising musical event with Music Highway 2 Revisited band, food, etc. "Trails and Ales" Thanks to donors: E. Tamm LLoma Alameda, Smith-heimer, John Howland, Brian and Sylvia Todd, Renata Lopez. The new TC Foundation, non-profit made up the difference of \$600. Thanks for sweat equity, Tamm, Eric McConn, Jodi Sperry, Roger Simpson, deLang, Howland, McKusick, Lorrie Uribe. Dedication of J. Sperry Trail tomorrow, 11 am; reception at Jody Sperry's house 2014 Davis Way at noon. Trail t-shirts: \$20. They will send out contact information to everyone.
6. **Annual Roads Report (B. Todd)** (Attachment): July 27, 2017 BT sent an email detailing the road improvements and maintenance on Lee Drive Earlier they placed over 700 pounds of cold patch to ameliorate the bone-jarring potholes on Lee Drive, but it still needs another 1500 pounds or so of asphalt patch to bring the pot hole sections up to an acceptable standard. Lee Drive also has a section that is approximately 300 feet where the chip seal has weathered and the surface gravel is breaking free of the asphalt oil. This is a problem not only on Lee Drive but on Davis, Lyons, and especially Hudson. When these roads were chip sealed with only a base coat of asphalt oil and no seal coat to lock in the aggregate, it effectively shortened the life of the chip seal treatment and they need to be re-treated with a seal coat in order to preserve our investment. On these roads we have approximately 144,000 square feet to seal coat. We should be able to get this done for approximately \$26,000. The asphalt work on the HWY 1 south intersection with Lee Dr. is recommend for safety along with the asphalt patching on Lee, it is estimated at \$12,000. Together with the seal coating the estimate is \$38,000. Please bear in mind this may not be the actual cost. Last year's Ruoff Drive turnout improvements were estimated at close to \$40,000 and the work was done for approximately half of that. The construction season is waning and we need to schedule the work sooner than later if we want to get anything else done this year. Winter is not a good time to be doing this work.

7. **Annual Water District Report** (J. Howland): J. Howland reported they are doing a master plan for a whole new system throughout the district beginning with a microfiltration plan. They hired new General Manager, part time.

8. **Election Results (R. Ernst)**: R. Ernst reported the results of the voting: TMcK 43 JSH 45 HC 48 JG 60 (1) RC 71 BL 71 - there was a 12 vote spread. 113 ballots were returned. The quorum requirement is 51% of valid owners which is 217 properties less owners not in good standing. We made the quorum.

9. Public Comment: CF concerned about new security guard having a background check. RC concerned about the time available for Public Comment and member input. LS asked about the TCCWD capital improvement, if it was covered by the increased base rate. JH reported they are looking at a combination of funding sources; part of that will be base rate, some will come from the State, some will be a bond. Base rates must go strictly to improvements. Water rates are going up everywhere. Testing rates are getting more strict; costs are escalating. TMcK asked if we qualified for the State Revolving Fund. JH reported: No. We had to be a community in need and we couldn't get the data response from the members, so the data was not available and we couldn't meet the requirements.

#### 10. **MSP: Meeting adjourned 12:30**

Announcement: Please join us for a pot luck lunch at the picnic grounds near the Call House.

*Respectfully submitted, S. Moulton. 9.18.17*