

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

Held Saturday, June 12, 2021, at 10:00 a.m.

Via Zoom Meeting due to COVID 19

Attendees:

Directors Present on Conference Call:

Ron Case, President

Rosemary Gorz, Vice President

John Gray, Treasurer

Cindy Culcasi, Secretary

Bob Leichtner

Margaret Grahame was absent

There is currently one open Director seat.

Call to Order

Ron Case called the meeting to order at 10:08 a.m.

Review and Approval of the Agenda

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

Review and Approval of Previous Minutes

Upon motion duly made and seconded, the April 10, 2021, General Session Minutes were approved 5-0.

Community Report – Ron Case

Ron Case gave the report.

- There are 7 escrows currently in progress.
- Our Office Manager, Melany Collett is getting numerous complaints regarding unsecured garbage cans that get turned over and dumped by animals.
- TCHA does not have email addresses from 45 members. We would like to have the email contact for notifying members. We'll be sending out requests via snail mail to all members.
- There are male and female mountain lions in Timber Cove. The large cat was seen on Gordon Court and the smaller cat was seen on Lee Drive on a resident's deck. The smaller cat appeared to be a female.
- Fire Packages are available at the Lyons Court office to be picked up. Included are two signs to put in your window: "OK" and "Need Help". They are to be placed in the

window during an emergency, so the Fire Department knows if you need help. They will drive around the neighborhood during an emergency and check homes. If you don't have the package, please contact, or stop by the Lyons Court Office.

- Fire Abatement Grant available to the Timber Cove area. We were very interested in pursuing the grant since we believed TCHA qualified as a non-profit. After reviewing the details, we discovered that we did not qualify since TCHA wasn't exempt from the requirement of a CEQA (environmental impact) Report. The deadline to submit the grant did not give us the time to obtain a report since we only had a couple of weeks and a CEQA Report would take a couple of months or longer.
- People are putting out free items as giveaways at the roadside, mostly on Timber Cove Road. This has become an issue and we are receiving complaints from surrounding neighbors. Mr. Case suggested that people bring these items to the Community Market (10:00 to noon) at Fort Ross School every Sunday. There will be many people who can take a look who are attending the market. There has been a mattress, old washer/dryer, and similar big items on the street. This is contrary to the CCRs, and it was noted that perhaps we could have a community bulletin board to offer these items. Putting these items on the street is a visual blight to the entire community.

Public Comment

Cindy Culcasi announced that she was recording the meeting. The recording is only for the aid of the Secretary, and she won't be sharing it or posting it on the timbercovehomes.org website. This process is per Davis Stirling, and she did consult Peter Walls, our HOA Attorney, to make sure she was following the law. Please let Ms. Culcasi know if you have any questions. Bob Leichner added the Secretary's minutes are the official legal record of the meeting. If someone thinks there is an inaccuracy in the minutes, we will check and correct the minutes if needed. Once the minutes are approved, the recording is deleted.

A member noted that there is a huge amount of invasive Scotch Broom on the entryway to Signaigo. It is on both sides and starting to overtake the road and probably needs to be cleaned up.

Ron Case asked if anyone could speak to the recent grant that the Timber Cove Fire Department received? Mr. Case believes it allows the Fire Department to buy a chipper for the community. No one responded to the question.

A member who is new to the community, asked about the piles of leaves, twigs, and branches that he noticed while walking around the neighborhood. "Why are they there?" Ron Case said they are probably there for chipping. Members can contact the County and request the use of the chipper. He mentioned again that he understands the Timber Cove Fire Department will be

buying a chipper after receiving a grant. A member, who lives on Umland said that she has piles on her lot. She said to Google "Sonoma County Chipper Program" and the site will pop up. She has been using the program for 3 or 4 years.

A member asked if people should be removing Scotch Broom? He noticed it on Water District property and his property which is nearby. If the Scotch Broom is coming from the Water District, it is their responsibility to take care of their area. Ron Case will take a look and determine how bad the problem is. Another member said it is best to pull the Scotch Broom or at the least cut it back.

Business Items

Treasurer's Report – John Gray

Mr. Gray delivered the Treasurer's Report for May and June. The PowerPoint presentations of the Report and Budgets are available on the timbercovehomes.org website.

Bills for June:

- Transfer to Reserves - \$21,000.00
- Frontier Phones - \$137.42
- Chase Credit Card - \$2,312.43
- State Payroll Tax 2nd quarter - \$1,012.05
- IRS Payroll 2nd Quarter - \$2,312.61
- Payroll - \$3,818.91
- Vacation Payout - \$2,312.61

Total - \$31,793.31

Bills for May:

- Walls Law - \$990.00
- Hickey Earthworks - \$2,500.00 (Road Sweep)
- Caufield Law - \$315.00
- Frontier Office phones - \$137.52
- Intuit payroll services - \$26.50
- Intuit QB Fee - \$35.00
- IRS 3rd quarter payroll - \$3,080.99
- IRS 4th quarter payroll - \$3,078.81
- Payroll - \$4,246.69

Total - \$14,410.41

Upon motion duly made and seconded, the Board approved paying the bills 5-0.

John Gray gave a budget update. The budget is located on the timbercovehomes.org website.

Highlights:

Treasurer John Gray reviewed Accounts Receivable (June Report, slide 10) and gave an overview of the new collections process and the process for unpaid assessments.

Continuing Business

Legal Update - Legal Committee

There was no report.

Roads Report - Roads Committee

There are two areas to discuss. Ron Case gave the overview.

- Trowbridge and Timber Cove Road - There is a big gully that will be filled in. Water runoff will be diverted to the other side of the road. The project will be done within the next month
- We are taking bids to chip seal the entire Lee Drive. We have two bids and are looking for a third bid. Within the next month we hope to move forward with this project.

Update Tree Cutting Policy - Architectural Oversight

Ron Case said that the HOA will follow the process that has been followed for the past 50 years until we get clarification regarding how to move forward. There is one complaint and violation notice pending in the community. If the clarification requires following the Coastal Commission process, permits will need to be obtained to perform fire abatement. This process will take months to obtain a permit.

Cindy Culcasi received a violation because a neighbor complained. She and Sal are currently working with the County and Coastal Commission regarding the violation. Ms. Culcasi explained that the Coastal Commission does not spontaneously inspect your lot on their own initiative, but only follow up when someone files a complaint that trees have been cut. A permit can take from 3 to 9 months to obtain. This obligation would be onerous and potentially risky for our entire community, considering that members will be clearing and cutting for fire abatement. The fire abatement process is being discussed for the LCP (Local Coastal Plan) and includes a discussion about the Coastal Commission requirements and the best process going forward. Calfire takes the lead in most of the State since the Coastal Commission only covers the coastal areas. Bob Lechner underlines the danger in requiring a coastal permit that delays removal of dead or dying trees as required under the fire abatement program. There are numerous dead, dried out tan oaks that are essentially torches, and a delay cutting them down is a threat to the entire community.

John Gray attended a town hall meeting with State Senator Mike McGuire. Senator McGuire talked about cutting the red tape, using grants, and working to address the fire abatement in

our area. Mr. Gray said this did not happen since we have been told we need an environmental impact report to cut a tree. He wrote a letter to the Senator but has not received a response yet. John Gray urged members to write letters to the Senator since he is claiming that he will cut red tape. A major part of his presentation was about grants, but TCHA could not apply for a grant since we were not exempt from the requirement to obtain an environmental impact report.

Cindy Culcasi stated that she and Sal also wrote an email letter to Senator McGuire but have not heard back. senator.mcguire@senate.ca.gov

Rosemary Gorz suggested that members write emails to Senator McGuire and cc Supervisor Lynda Hopkins regarding fire abatement and the requirement to obtain a permit prior to cutting any trees. Lynda.Hopkins@sonoma-county.org

Update from Sonoma Coast MAC Meeting/Local Coastal Plan - Cindy Culcasi/Margaret Grahame

Cindy Culcasi spoke about the Sonoma Coast Municipal Advisory Council (MAC) May Meeting. She reminded members that they should take the time to either read the MAC Minutes, watch the Zoom recording, or attend the live Zoom Meeting so they can ask questions.

Highlights:

- Claudia Vecchio (Executive Director of Sonoma County Tourism (SCT) gave a presentation. Ms. Vecchio explained how the advertising strategy works. In the past, SCT focused on getting as many people to the coast as possible. Now they have refocused the areas where they advertise for visitors who will stay longer than a weekend, eat at the local restaurants and visit retail stores, etc. The push for advertising is November through April when there is less traffic and beach visitors.
- The County uses Facebook now to alert potential visitors that the traffic is heavy, and parking lots are full. They are also using signs along Hwy 101 and Hwy 12 to alert potential visitors that they may want to reschedule their visit since parking lots are full, beaches crowded and such.
- LAFCO (Local Agency Formation Commission) - LAFCO oversees such things as consolidation of fire districts, annexations of areas in cities, etc. The discussion was focused on the Fire Districts along the Coast. Previously there were 40 fire districts along the Coast, now there are about 30. They are trying to consolidate so they have 5 or 6 fire districts or a fire district for cities and a fire district for unincorporated areas. A number of existing fire districts are having money issues. Bodega Bay Fire District is in a crisis, and they need more financial help. Currently residents of Bodega Bay pay a fire tax of \$525.00 annually in their property taxes. The average fire tax in California is \$168.00. Forestville Fire Department combined with the Sonoma County Fire Department and now they are able to have a paramedic on the fire engine.

- Timber Cove Fire District - Timber Cove is in good shape now, but all the volunteers are 60 years old or older. It is getting tougher to get volunteers both young and old because of the training required annually (200 hours). Perhaps someone from Timber Cove Fire could speak at a future HOA Meeting.
- The next MAC Meeting is July 21, 5:30pm to 7:30PM on Zoom. The link to the meeting information is on our timbercovehomes.org website.

Local Coastal Plan (LCP) - Cindy Culcasi for Margaret Grahame

- The draft Timber Cove description is still under review. It was incorrect in the past.
- Vacation Rentals - There are no specific regulations for vacation rentals along the coast. They are looking at wrapping coastal vacation rentals along with other similar rentals in the county. The inland areas of Sonoma County have specific regulations in place already.
- The fire-safe clearance around structures should be at least 30 feet and 100 feet if possible.

Annual Meeting Update - Cindy Culcasi

The Board hired HOA Election Experts this year to manage the entire election process for us. Last year they were limited to the counting of the votes. Members will be receiving or may have already received the Notice of the Annual Meeting (September 11, 2021) and request for candidates. The meeting this year will be virtual. The request for candidate's form should be mailed or emailed back to HOA Election Experts only and not Lyons Court. The contact information is on the bottom of the form. All reminders and forms will be mailed via USPS.

Bob Leichtner stated that about 45 members have not given us their email addresses. When we email notices, not all members are receiving the information. Ms. Culcasi added that she is working on the notice requesting members to notify TCHA that they agree to receiving notices via email. The notice will be mailed to members in the near future. Davis Stirling requires that notices be posted in specified areas (TCHA uses the Lyons Court Office and a board near the mailboxes on Hwy 1), in addition to emailing members. This is sufficient; however, we will be mailing out important notices via USPS to ensure all members are aware. Bob Leichtner encouraged members to share their email addresses so we can share information immediately.

Architectural Oversight – Ron Case

- **Plans Review – Approval of 22147 Ruoff Road** - The Architectural Oversight Committee recommends approval of the plans submitted.

Upon motion duly made and seconded, the Board approved the plans 5-0

- **Plans Review – 22145 Koftinow** - The members have requested that TCHA approve the design concept they submitted, since they will be submitting the plans to the Coastal Commission.

Upon motion duly made and seconded, the Board approved the plans, 5-0

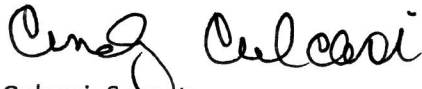
Approval of Return of Deposit to Anne Vernon after completing the shed – Ron Case

Ron Case recommended the deposit be returned. He visited the site and it looked good. The Board approved the return of the deposit during the Closed Executive Session. The motion carried 5-0.

Adjournment – Ron Case

A motion was made to adjourn the meeting. Ron Case adjourned the meeting at 11:08.

Respectfully submitted,



Cindy Culcasi, Secretary

Sign-in/Participant List

Members who identified themselves on Zoom/Conference Call:

1. Anne Vernon
2. John Rea
3. Diane Feddersohn
4. Chris Feddersohn
5. Greg Piatt
6. Alex Kramer