

TIMBER COVE HOMES ASSOCIATION
REGULAR MEETING
March 18, 2017
Fort Ross School
10:00 a.m.

MINUTES

Present: E. McC, LM, RW, SM, JP (presiding); CMcK (CM); Nicholas Lee (Security)
Absent: SEMcC, TMcK,
Guests: Diane and Chris Feddersohn, Ron Case

Executive Session (9:00 Lyon's Court Office)

1. Status of Personnel contracts and review. Discussion of Community Manager duties and priorities: Office administration, organize volunteers/committees, be a buffer between the HOA and community.
2. Status of Insurance: now up to date
3. Legal representation: nothing new to report

Call to Order (10:00 JP)

Approval of Agenda: SM moved approval, LM 2nd. unanimous

Approval of Minutes: February 18, 2017: RW moved approval, JP 2nd; Unanimous

President's Report

1. Executive Session Summary (see above)
2. IRS Status: TMcK has taken care of this. CMcK will contact TMcK and make sure all forms have been filed.
3. Forest Management Collaboration with CalFire and TCCWD Update: JP moved we adopt the Water District as our agent to do fire abatement and that we collaborate with them in the process. SM 2nd. Discussion: Has been discussed before. All ayes.
4. Status of Sonoma County Chipping Program: Begins again in April.
5. Insurance Coverage for vandalized signs: TG reported it would cost about \$2500. Question about insurance coverage.

2. Administrative Assistant Report (CM)

2.1 Correspondence: Marshall from CalFire sent us a grant opportunity.

We have a new neighbor on Koftinow, Sartori, who sent a note about lower propane rate. McPhails has supplied most of Timber Cove. Report of a "fraudulent" charge on water bill; it was a clerical error. TG sent detailed description of studios that are allowed. 22 Nunes property is being sold.

2.3 Annual packets will be mailed next Wednesday.

2.4 Merged lots. Nothing found on merged lots.

2.5 Reorganization of Office: storage needs, etc. Needs to be redesigned. Need better printer. A few ceiling tiles need to be replaced. 3-d rendering of redesign of office with coordinated furniture. SM moved we approve \$800-\$1000 for office update. LM 2nd. All ayes.

2.6. Mailbox status: JP noted we need more discussion. TMcK noted even with 3 box set we won't have enough for build-out. JP has modified the plan to include 3 sets.

2.7. Office storage status/digitizing records: We have many large file cabinets with many years of documents plus TCCWD boxes. Some of documents are deteriorating and there are two options: take them all to a scanning place where they can be scanned and uploaded to CDs: \$2400; SM moved we or take them to a document storage area where they charge \$43/month and go through them a few boxes at a time with a regular status report. RW second. All ayes.

2.8. Status of Gallo request: deferred

2.9. CM offered a Timber Cove event for peace called Timberstock: to integrate our community with our Strategic Plan and to build common ground. Everyone wants peace, not contention. One event could be a Talent Show.

3. Architectural Report-deferred
 - 3.1. Definition of Artist's Studio vs. Shed. (deferred)
 - 3.2. Language clarification in Architectural Guidelines for conforming mailboxes and costs.
4. Security Report (NL)
5. Feb. 19 tree down on Lee Dr.; also another on 20th
Power out on Hwy 1; Feb. 22: Copper power line stolen from PGE Hut line resulting in burning tree and damage to paving stones.; Feb. 23 Lee Drive is open again—down trees removed, Frontier communications working on telephone lines on Lower Ruoff. Tree down on Harriet Court. March 2-Frontier again, possible detour signs posed in case HWY 1 is closed. Alternative is Ft. Ross road through Cazadero. Leaning tree across Umland which is hung up in another tree on lot belonging to O'Hara. Environmental problem on Umland with disintegrating plastic. Had decided at last meeting a registered letter be sent to owner. Trees are being cut without permission. People would have to contact NL; if it is a redwood, they need to contact the Board for permission. At the end of Koftinow is a rental that generates a lot of trash; cars are parked in the turn-around and there are tents there. NL will give us a list of trailers that are multiplying. TC Inn property across from the Inn at the bottom of TC Road is a jungle; there are traffic accidents there at the corner. We will write another letter to the manager, Ritto; Margaret Graham is on the Water Board, is the Assistant Manager. NL will contact him.
6. Fire Abatement Report (deferred)
7. Roads Report (B. Todd) Ruoff pot holes, Hudson, Davis need fog seal; Signaigo pavement needs fixing.
8. Water Board Report (deferred)
9. Treasurer's Report (SEMc) defer JP moved we pay the bills; EM 2nd. Ayes. Pro-Solutions used to handle delinquent dues. CM will check to see if they have been contacted.
10. Communications: Newsletter coming out next week
11. Trail Report: Next weekend is a work weekend. HC wants to institute an "Adopt a Trail" project with funds going through a non profit set up by the TCCWD.

PUBLIC COMMENT

C. Federsohn talked about the sign. Suggested we take the letters off and leave the logo on the rock. DF doesn't believe Unit 2 should use its insurance or put any money into repairing it. RC Last meeting asked if a new meeting format was proposed. Discussion of offering suggestions during the meeting and how to maintain respect and get business done, particularly when time is of the essence. CM offered consideration of options for ways to incorporate community feedback. DF concerned about being able to offer information at meetings. RC wanted more opportunity to offer comments at time items are discussed and noted SM had done that with previous boards. SM noted in the past previous boards did not use Parliamentary Procedure and were not in compliance with Davis-Sterling. Their procedures needed to comport with the laws and regulations we all must follow. She reminded this is a "business" meeting, not a Town Hall. We have added Town Hall meetings for this very purpose, but we need to get our business done. People are always welcome to offer information and comments before hand once agenda is posted; they can email, call the office or speak to C. McK before a meeting. CF wants all emails to be read at each meeting. SM was concerned that a homeowner had the option for privacy. The board gets all the emails and reads them. We will continue to summarize the emails and other communications that come for the meetings.

OLD BUSINESS

11. IDR Policy Addendum (S. Todd) deferred. The IDR will be done at next months meeting.
12. CC&R Draft Summary (deferred) L. Saldana isn't quite done. She would like to submit this by email and have us submit comments to Carmen.
13. CCV&R Violation Protocol (RW) (Handout)

RW moved that the TCHOA Board will investigate and remediate all violations of the CC&Rs of the CC&Rs about which they may have been notified, if and only if such violations are visible from outside the property in question, or are otherwise a publicly verifiable nuisance to others, or in some way a verifiable threat to the community. The object of this is to achieve the optimum degree of compliance with a the minimum of intrusion." SM 2nd. Discussion. LM noted that our CC&R regulations were made for the good of the community. If the regulation has been accepted and we all agreed to it when we bought our properties, we should abide by it. This is a dangerous precedent that has extreme implications down the line. RW it might be objected that this is selective, it is parallel to inadmissible evidence in a court case. LM responded that the first point of a regulation is that when we enter into the environment where this regulation stands we ourselves accept obeying the regulations. We know this beforehand and accept it. Not accepting it is a compromise with our own good standing. CM asked we look at this from the perspective of our Strategic Plan and Core Values and Operating Principles. No vote on motion.

14. Next Board Meeting: Third week in April, 15th at Fort Ross School. The agenda will need to include the deferred items from this meeting.

Adjourned 11:50 SM moved, JP 2nd; all ayes.



April 15, 2017 Agenda (DRAFT)

Executive Session:

1. Personnel and contract discussion
2. Status of members who have not paid their dues or who are not in good standing for other reasons.
3. Davis-Stirling Compliance
- 4.

Call to Order

Approval of Agenda

Approval of Minutes of March 18, 2017

President's Report (T.McK)

Administrative Assistant's Report (C. McK)

Correspondence

Properties in Escrow

Status of Gallo request

Office reorganization

Mailboxes

Status of record storage and scanning

Community liaison

Security Report (N. Lee)

Architectural Report (J. Howland)

Fire Abatement Report (N. Lee/T. McK)

Road's Report (B. Todd)

Water Board Report

Treasurer's Report (SE McC)

Budget Update
Payment of Bills
Return of Performance Deposit
Trail Report (H. Clayborn)
Communications Report (S. Moulton/CMcK)

PUBLIC COMMENT (Please limit comments to 2 minutes per person)

OLD BUSINESS

IDR Policy Addendum (S. Todd)
CC&R Draft Summary (Linda Saldana/S. Todd)
Compliance Guideline Motion (R. Wells)
Annual Elections and Meeting in August (SEMCC/CMcK)
Spring Town Hall Meeting (SEMCC/SM/CMcK)

NEW BUSINESS

Disaster Preparedness

Date and Time of May Meeting
ADJOURNMENT