

PINE TREE RANCH WEST ASSOCIATION 2025 ANNUAL CALENDAR

JANUARY

Board Meeting

- Landscape Maintenance Contract

FEBRUARY

1. Send December Financials to CPA

MARCH

1. Review Reserve Study for items that need to be evaluated

APRIL

Board Meeting

- Reserve Study
- Surplus of Funds, if needed
- Insurance Renewal
- Management Contract

MAY

05/31/25 – Management Contract Expires

1. Backflow Inspection Due

JUNE

06/01/25 – Insurance Expires

JULY

Board Meeting

AUGUST

1. Mail out Candidate Nomination Forms
 - a. One-Year Terms, All Five Positions Open

SEPTEMBER

OCTOBER

Annual Election & Board Meeting

- 2026 Budget
 - 2026 Tax Preparation
1. Ombudsman Fee Due
 2. Secretary of State Annual Filing Due

NOVEMBER

Budget Ratification Meeting

DECEMBER

Fiscal Year End – 12/31

1. Ombudsman 602 Form
2. Update Annual Calendar for 2026
3. Update Action List for 2026

ASSOCIATION INFORMATION

ARBORIST: AMERICAN ARBORIST
ATTORNEY: LKG
CPA: KASMINOFF & ASSOCIATES
INSURANCE: AMERICAN FAMILY
LANDSCAPER: MOUNTAINSCAPING, INC.
RESERVE STUDY: BETTER RESERVE CONSULTANTS

MANAGER: SHIRLEY ROBEY
RESERVE STUDY EXPIRES: 01/03/2027
OF UNITS: 100
YEARLY ASSESSMENT: \$400
SOS #: C16782-1994
DATE INCORPORATED: 10/27/1994
TAX ID: 88-0342774
FIN. REVIEW/AUDIT: NOTHING REQUIRED
TRASH DAYS: