

PLA-VADA COMMUNITY ASSOCIATIONPVCA BOARD OF DIRECTORS MEETING
Approved – August 28th, 2010, 2010 - 9:00 AM Donner Summit PUD

Board of Directors:

Chik Brenneman – CB by Phone

Mike Anderson – MA

Jim MaGee – JM

Brian Gebhart - BG

Eric Lombardi - EL

Steve Headen – SH

Sunnie Skiles – SS

Tom Santos - TS

Absent: Jerry Keen

Staff

Terri McGuigan - TM

Staff Absent

Brian Silsby - BS

Call to Order: Meeting was called to order at 09.00 am Eric

Review of the Minutes from July 31st, 2010 –

Motion to approve, MA 2nd BG Motion - Minutes Pass

Additional Agenda Items:

Snow Removal –

Budget –

Financials posting on Web-site

Except as described in paragraphs (2) to (4), inclusive, the board of directors of the association may not discuss or take action on any nonemergency item at a nonemergency meeting unless the item (s) were placed on the agenda included in the notice that was posted and distributed pursuant to subdivision. CC 1363.05 (h) (i) (1). Emergency items may be considered.

INFORMATION/VISITOR PRESENTATIONS:

The board of directors of the association shall permit any member of the association to speak at any meeting of the association or the board of directors, except for meetings of the board held in executive session. A reasonable time limit for all members of the association to speak to the board of directors or before a meeting of the association shall be established by the board of directors. Members have 5 minutes to present information. Additional time may be granted by the Board. CC 1363.05 (h)

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This subdivision does not prohibit a resident who is not a member of the Board from speaking on issues not on the agenda. The board may not take action, unless an emergency exists on any item presented. Time restriction may apply. If possible, please notify the Board President or Board Secretary in writing prior to the meeting if you wish to testify. CC 1363.05 (h) (i) (1).

Communications/Discussion:

ATV use on access road to well. The Board discussed placement of a gate to limit use, however the property is not PV and therefore the responsibility to limit is access is the property owners. Tom TT – We are not going to install gates to stop people.

Winter Maintenance of Roads/Cul de sacs a discussion of snow removal and right of way clearance was held. PlaVada should consider clearing the right of ways (60' on roads, 75' in cul-de-sacs) so that berms across driveways can be minimized. Action Item; Brian move we get 3 trees down at the end of Conifer. SK – suggests to place an article in the TT about winter condition.

Finance Committee (Claudia Hatfield, Connie Allison, Mike Downs, Art Newman)
3/13/10 – No report 5/1/10 – Will want to reconvene via conference call or in person meeting prior to June general meeting. CB to facilitate communication 6/24/10 – CB requested that the committee convene to review expenditure reports and discuss a payback schedule scenario, and report back to the Board. 7/31/10 See meeting summary prepared by the committee which will be included in the next Timber Trumpet. The Committee was also asked to meet again before November to discuss dues equity. The timing of the upcoming special assessment was discussed to make sure there is money to begin paying loan installments after the loan is converted. **8/28/2010** – No report

Staff Reports:

General Manager (10 Minutes) – Terri McGuigan.

A/R \$56,308 includes Cal-Trans which we will not get paid until we have a budget.

Need to send Lot 285 in for the lien process as they have not responded to certified letters. Need to have a motion from the board to start the process. Motion - BG continue the process on lot MA 2nd. Approved.

We are beginning to get some bills in for the construction on Phase II. Also the Arsenic Equipment is in and they are requesting payment. The equipment is being held by Hansen Bros.

It is becoming more difficult getting checks signed because of conflicting schedules. Eric and I have discussed on-line bill pay. I called the bank and the cost is 9.95 per month and that allows for up to 20 checks. After the 20 checks then there is a .45 per transaction charge this basically will cover the envelope and the stamp.

I would scan the bills and forward them to the treasurer for approval.

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Caretaker – (10 Minutes) - Brian’s Silsby –

Water Usage –

July	Well 3	1,081,000
	Well 4	266,100

Daily Average 34,870

Sewer Inflows –

July	Daily Average	17,253
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Director’s Report (40 minutes total)

President – CB- TT – 9/10 to start the TT, winter, parking, water project. Reminders to go out next week

Vice President – JK. JK informed the Board that an individual owner cannot grant access across PV common areas. JK to work with counsel and the property owner to resolve. The access road up the power lines to well 5 crosses a member’s property which may result in another easement. The Board recommended that the road be re-aligned off the member’s property. Gating the road – Placement of the gate should involve the property owner. 7/31/10 JK to work on options which include realignment of the road. NO report. – continue to October Meeting.

Lot 59 – decision to be made at the next meeting

EL – we are consulting our attorney but we are not following his recommendations.

Architecture – SS - Lot 182 escrow has closed. 312 will serve letter was issued on 2008. Time line for lot to cabin. Will serve 9/11/2008 after 2 years trees have been removed but not other signs of construction. Send letter to owner telling them that next year their rates will increase to cabin rates. Lot 73 – owner wants to enlarge the deck

Secretary – TS – No report

Treasurer – EL – No. Report financials to the board every month..

*Caretaker Supervisor – JM – **Jim is moving. CB – take a long hard look at the by-laws. Staff works for the board.***

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Hansen has broken several water lines during construction. BS has the costs to charge back Hansen for parts and Brian's time.

Heavy Equipment – JM 7/31/10-The Association will re-visit whether to sell the Tucker snow-cat which has seen little use since the roads were opened. Action SH

Roads – BG. –6/26/10 JK requested that a review of the Cul-de-Sac be carried out this summer 7/31/10 Roads are in pretty good shape. BG will look at some areas needing attention and work to get a paving contractor.

BG – Snow Policy – the board needs to make firm decision.

Snow plow remove small sapling – work is being done. Need to be prepared for chipping.

Parking is a problem at snow removal

Compliance –6/26/10 Lot 182 was discussed. There is a potential buyer 7/31/10 JK has been discussing with the owner that he is in a potential low pressure area.

Sewer – SH – restruant send a letter

New Business:

Trailers – Send a letter you cannot live in the trailer on the property. Violation of the CC&R's.

Trailer on Conifer good neighbor letter

ARC Review Committee – restricted the committee – Sunnie – follow builders handbook

Old Business:

Well 3/Easements on 15 ac parcel. The adjoining land owner, (and PV member) proposing to give the legal access and rights to own well 3, extend the easements to actually encompass the well, and resolve some wording for easements to the sewer line that crosses his property in exchange one sewer and water hookup to the 15 acres. . The zoning on the property is currently 'forest'. Currently the association has vested rights to the well per association counsel. The issues behind the original proposal in 2004 have now changed. Both parties wish to resolve the wording. CB will work with counsel to determine current ownership rights to the well. The owner mentioned that lack of a legal document could be an issue in that if permission to use the well is not granted, the owner of the property can ask for the well to be removed. Counsel has opined on this in the past. The owner does not have that letter any longer. 11/14/10 - CB to send a copy of the letter to owner and work with counsel on ownership. 1/23/10 CB received

communication from Counsel regarding possible course of action. Some clarification needed. CB to contact property owner when clarification received. 3/13/10 move to closed session. Report out of closed session. The Board recommends offering the property owner a sewer and water hookup for the sum total of \$10000 in exchange for clarification of the easement language. The property owner will pay the fee at the time of hookup. The Board will go to council on the legalities of clearing the existing easement language. 5/1/10 – Property owner has accepted. Association counsel to draft agreement. Board discussed annexation of properties that the association is providing services to in order to ensure water /and or sewer provided is for residential use only. 6/24/10 – An unrelated investigation into area property values found that the current owner has listed the property. The listing shows the property as 15+ acres. Property owner feels that access to property is granted through the existing road easement. PV will research and report back at next meeting. Action JK. **7/31/10 See report out of closed session.** Lot 59 – The Board discussed the previous agreement with the owner. The board will clarify that the previous agreement is for one hook-up (Sewer and Water) to parcel APN 47-430-11. As part of the agreement the Board would like protections pertaining to land use and access across PV property.

Water Project update & Phase 2. CB Contractor has missed the 12/5/10 completion deadlines and is subject to fines. A letter will be drafted to the contractor to urge the completion of the project in a reasonable timeframe once the weather permits. The board will consider the response of the contractor in its decision as to whether to levy fines at a later date. 3/13/10 – Phase 2 plans were submitted to the county. We are awaiting comments back from California Department of Public Health so that design plans can be finished and we can submit for a building permit. Will be going out to bid for project soon. Pre-bid meeting scheduled for 4/1/10, bids will be opened at 3 pm, 4/16/10. The board reviewed and approved (BG/SH) the Kennedy Jenks addendum for consulting and engineering services for phase 2. The board generally questioned why the increase was necessary and it was explained that much of the increases in engineering costs were the result of additional county and state requirements. The amendment covers additional permitting support, design and construction management services. The board approved the amendment increasing the engineering costs by \$143,290. The current not-to exceed budget of engineering costs is now \$697,015. We are still on schedule to comply with the EPA administrative order on arsenic treatment. Association counsel has reviewed easement agreement for the new tank site and appurtenant pipelines. CB and the property owner have agreed to general terms. After discussion, the board approved the easement agreement. (BG, SH) 5/1/10 – Use permit for lot where arsenic treatment plant has been granted. The State has reviewed the plans submitted by engineering as has the county. Plans have been submitted to the County for our building permit. Contractors bid have been submitted. A total of 5 bids were received. Bid range was \$461,874 to \$619,000. Bid was awarded to Hansen Brothers for the lower bid. (MA/BG) 6/24/10 – Tank leaks have been fixed. The vent on the tank sustained some snow load damage over the winter. Tank vendor has been notified. Aspen is onsite to finish Phase I. PG&E will hook up power to well on 6/29/10. If water some comes back clean, then we will switch over to the new tank on Monday 6/26. The telemetry can then be hooked up. Hansen Brothers has given an extension to their contract. Construction will now begin 7/1/2010 because

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of the wet condition in the areas affected. 7/31/10 the site for the water treatment plant continues to be too wet to meet compaction standards. The Board decided to have Brian dig a trench to drain water off the site so that construction can begin. Moving the Unit six pump house out of the Jeffery pine right away was discussed. The Board felt the move was too expensive and chose not to have the house moved at this time. Aspen Brothers (phase I) is supposed to be on site this upcoming week to complete punch-list. Hansen Brother's has begun trenching the new water pipeline on Conifer. 8/28 Aspen as built, fire County is schedule for Sept 2, 2010. Aspen has to do what is necessary to get this project complete.

Moisture and compaction direction from Blackburn over excavate the lot

Low Pressure Area – Carry per JK 1/23/10 – Carry until well and water tank are on-line 3/13/10 General discussion. No significant resolution. The board should look at potential causes. 5/1/10 – JK states wait for new tank to come on line to see if there are any changes. Would like to repeat the pressure tests in summer. 6/24/10 – JK would like to coordinate with other residents on Aspen and Hemlock. 7/31/10 Pressure testing to be completed in the Aspen Court area.

Pla-Vada Office – 3/13/10 a letter was received from the County that a building permit was for work that was done 2 years ago. If PV goes for a permit for the office we will be required to be compliant with the American Disabilities Act (ADA). PV staff looked into potential solutions – The current location of the office would be very difficult to make ADA compliant. Our options are; a) build a new office on the lot next door to the caretaker's cabin - cost estimate of \$160,000. b) Mobile Trailer on the lot next door \$35,000.00. c) GM will working home office. At a minimum, we will be required by the county to get a permit for storage space in the re-fitted area, but we cannot use the site as an office. After discussion the board moved that the current 'office' would be made into storage area and the general manager would work from home in Colfax. (BW/BG) PV office hours would remain the same. For a personal appointment with the GM, an appointment would be needed. 5/1/10 – Plans for the storage space will be submitted to the county. MA feels an office is necessary for PV. 6/24/10 – **CARRY 7/31/10 Carry until we get a sheetrock permit. Permit**

CC&Rs/Bylaws Revisions - -5/1/10 A general discussion was held. Board will request formation of a policy committee that will meet periodically to review and recommend revisions of association policies. Will be introduced at the general membership meeting. 6/24/10 - JK volunteered to chair such committee. Will introduce at the afternoon meeting of members. 7/31/10 JK waiting for new Board to seat. BG gave JK a copy of elections rules for JK to review and consider for PV carry

Cul-de-Sac conditions (an issue or parking and snow removal) pending report form BS & BG. 1/23/10 – 3/13/10 Carry 5/1/10 – BG and BS to look at cul-de-sacs and potential for parking/turnaround problems this summer and report. 6/24/10 See Above

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Directors Duties At the organizational meeting the duties of the directors. 11/14/10 Action draft of director's handbook by next meeting. 1/23/10 Carry 3/13/10 Progress made. Should have draft for general review for next meeting. 5/1/10 – Draft briefly presented and discussed. 6/24/10 – Carry 7/31/10 Carry

The minutes, minutes proposed for adoption that are marked to indicate draft status, or a summary of the minutes, of any meeting of the board of directors of an association executive session, shall be available to members within 30 days of the meeting. The minutes, proposed minutes shall be distributed to any member, who request and upon reimbursement of the association's costs for making that distribution. CC 1363.05. We try to make these available on the website. They are posted on the maintenance-building bulletin board.

Adjourn: Motion to adjourn (sk 2nd bg) Meeting was adjourned at _____
Next Meeting – October 9th, 2010

Additional Meeting dates for this years Board. All meetings begin at 9:00am.

October 9th, 2010
December 11th, 2010
February 5th, 2011
April 9th, 2011
June 25, 2011

General membership meeting will be June 25, 2011 at 1:00 pm.

Locations will be announced.