

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

Board of Directors:

Chik Brenneman – CB
Mike Anderson – MA
Jim MaGee – JM
Brian Gebhart - BG
Eric Lombardi - EL
Jerry Keen – JK
Steve Headen – SH
Sunnie Skiles – SS
Tom Santos - TS

Absent:

Brian Silsby - BS

Staff

Terri McGuigan - TM

Members Present:

Leon Glasgow – Lot 348
Claudia Hatfield – Lot 192
Art Newman – Lot 352
Kim Heslin – Lot 312
Beverly Lashus – Lot 127

Call to Order: Meeting was called to order at 09:00 am - by CB

Review of the Minutes for August 28, 2010

Motion to approve, EL 2nd BG Motion _____

EL wanted the minutes to reflect that his statement regarding the sewer was over simplified.

CB stated that Lot # are to be used instead of owner names.

Additional Agenda Items:

None

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:

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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)

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:

Elections: JK – No board action, just concepts, regarding write in candidates,

BG, send out ballots, come up short, carry the election because of no signatures, not returned.

MA If you have 4 you will need to do the election process.

JK - Yes

EI – write in candidates, some were written in and the person would not want to serve. I think on write in the board should interview and appoint.

BG – We need to solicit for board members.

JK – We need to establish deadline for submitting to run for the board.

Table – work on the election policy.

Staff Reports:

General Manager (10 Minutes) – Terri McGuigan.

At the end of September I sent everyone the spread sheet from QB's showing where we are with regards to the budget. I spoke to one board member for some time explaining the report and I answered his questions.

One lot 024 the board needs to make a decision if we are going to proceed with the elect to foreclose. There are the options if you do this.

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Elect to foreclose cost to start is cost to start process \$900.00 payable to trustee. This pays for advertizing, mailing notifications. An additional \$2500.00 would give PV a complete title report showing what liens are again the property, unpaid taxes, judgment's etc.

Three Options if the property is reverted to PV.

- 1. PV makes the payments to the 1st and market for sale.**
- 2. PV not make the payments and wait for the 1st to foreclose, PV loses their money.**
- 3. Keep the property and use as a rental.**

Action Item: Motion elects to foreclose TS, EL

I have an invoice from Shaffer Paving in the amount of \$8893.00. How do you want me to pay for this? Do we take the money from reserves or out of the general fund? CB - Pay for this out of reserves.

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

Water Usage –

August	Well 3	955,600
	Well 4	202,000
	Daily Average	37,342

September	Well 3	750,300
	Well 4	306,500

Daily Average 35,227

Sewer Inflows –

August	Daily Average	11,729
September	Daily Average	12,960

Jim – replace the pump for Well 3, we have 2 quotes one is with Sierra Pipe @ \$4418.00 & Diamond well drilling \$7555.46

CB the well pump is old and has been there for a long time.

Well 4 has been shut down. Well 5 is on line but not working on its own, the antenna is work exterminate and the engineers will be up here next week at no charge to work on the telemetry.

JM - Booster pump has been shut down we don't need it this was over engineered.

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BG – we need to look at the future of our development

JM – Brian is spending all his time with the contractors and that takes him away from other things

CB – the more we work with the contractors it will help BS as he is the one who will be working with the system.

CB – blocks for the building should start on Monday/Tuesday of next week. We got a price to raise the grade level on the treatment plant \$2215.00; this is for the west side of the building

BG – Is there additional costs for testing after the treatment plant is finished. CB- just lab work.

Director's Report (40 minutes total)

Finance Committee – October 23, 2010 @ 10:00 AM

Effective strategy for all members benefit

Leon & Susan Glasgow called to inform CB that Stigall. 20 hookups 4 from Phase I, tank, water lines, No lots sold in Pla-Vada 50K each. Terry will pay 10K for 6 additional.

Original provide sewer and water to 352, articles were changed a few years ago.

Sewer capacity is based on inflows.

I&I is a problem – line the sewer lines Trenchless system.

EL – we are doing repairs as the older cabins sell. We require a sewer lateral and replacement of the sewer line to help stop.

Action Item: What services are we providing to TS

JK – Do we need to know the annexation process. The recent agreement there is access to TS, property to

President – CB-

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.

Lot 059 needs to go into executive session. A lot 179, a week's worth of work, JK, how do we want handle, hire attorney to create an easement or just reline that road

Secretary – SS There are something's that were not put in, need to table items.

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Treasurer – EL – Since the last meeting we have been we have been paying the bills electronically. Terri scans the bills and e-mails them to me. I review them and send her a return e-mail authorizing her to pay. After the bills are paid Terri than sends me a confirmation from the bank that the bills are paid. This is working out very well.

*Caretaker Supervisor/Heavy equipment – JM – **The trackless to repair is now about 9000.00 to complete the repair.***

*Motion to repair Well 3 Sierra Pipe MA, in the amount of 4418.00 for Sierra Pipe. Getting rid of the trees that hang down the road. **End of conifer has been made larger.***

Heavy Equipment – BW 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. Lot 182 has moved his spoils to the end of Hemlock. If the owner needs assessment PV will help him.

Compliance – MA Lot 1 the trailer is hooked up to the sewer, also other issues with Lot 1. CC&R are not re-sticking. Fire wood for sale issue, carefully drafted letter to make sure that the letters.

JK – General rules, that conflict with the CCR's.

El – we should survey that lot, to determine where the lines are

Motion move to contact our attorney to send a letter.

Business needs to be addressed with this Lot . BG the longer they are there the harder to get rid of.

Signage – Welcome to PV Woodlands Private Property. Snow plowing policy strictly enforced during winter months, Vehicles must be moved every 48 hours to allow for snow plowing. Any vehicles impeding plowing will be towed at owners' expense:

Vehicle Code _____-

Nyack Towing –

Following the vehicle code. Private properties all PV right always are private.

Motion to accept this sign,

Architecture Sunnie Skiles –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.

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Lot 182 – new plans were approved I will be meeting with the owner.

Lot 312- Has not been able to get a loan would like an extension.

Ts – What time frame do you need?

Motion – Jerry to have a motion Will Sewer letter was issued September 11, 2008. Place waddles table to April 9, 2011. Place erosion control on your lot.

Sewer – SH No report – Could you look at the trenchless sewer.

New Business:

Meeting Rules

Motion: Adopt Roberts’s rules of order for the meeting. BJ

Employee Job descriptions for the board. Weekly reports, up to the board.

Board approval of contracts/agreements – Decision for Dec 11, 2010.

Election policy

Development of employee evaluation tools.

Old Business:

Trailers Under compliance

ARC Review Committee -

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

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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 was given an extension to their contract. Construction will now begin 7/1/2010 because 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

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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.

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. 10/9/2010 wait for Well 3 to go on line. Pressure – need to hydrockic study to be done in the dead legs in the system.

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 was obtained and the inspection was completed and we now have a storage area. October 9, 2010 the inspections have taken place and the office area is now storage. This items can be dropped from the agenda

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 Dec 2010

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

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 December 2010

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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 (___ 2nd ___) Meeting was adjourned at _____