

PLA-VADA COMMUNITY ASSOCIATION PVCA BOARD OF DIRECTOR MEETING
Approved Minutes July 25, 9:00 AM Donner Summit PUD

July 25, 2009 @ 9:00 AM
Donner Summit PUD
53823 Sherritt Lane
Soda Springs, CA 95728-610

Board of Director Present

Chik Brenneman - CB, Jerry Keen – JK
Jim MaGee - JM, Brian Gebhart - BG
Sunnie Skiles – SS, Steve Headen – SH, Bob Wagenman - BW
Mike Anderson - MA

Staff Present: Terri McGuigan – TM
Brian Silsby – BS

Board Members - Absent

Eric Lombardi

Members Present

Dick Carter – Lot 59
Jim Faulknor Lot 62- Guest of
Sankey of Lot 62
Tom Santos Lot 221
Steve, Cassandra Robenette Lot 216,
Lot 69, Mike Downs Lot 297 & 298

Call to Order: Meeting called to order by JK @ 9:00 AM

Guest: Mathew Dickson – Bank of the West

Introductions:

Please welcome Steve Headen to the board.
Member visitors present

Information and Presentations:

CB - We have initiated the application process for a Line of Credit with Bank of the West for construction of our upcoming revision and treatment to our water system.

Matt Dickson – Bank of the West

Matt Dickson discussed our project with the board at this meeting. On July 24, 2009, Mr. Dickson was shown where the wells and tanks are and/or are planned along with projected cost of each of the two phases. How much PVCA will need to borrow has yet to be determined and how much in reserves will be necessary to qualify for our line of credit were also discussed. specifics discussed at a later date.

The construction department will be expected to work closely with the Project Manager, and the Association to insure proper distributions of funds during construction. Legal counseling will need to be involved for both parties of said loan.

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The Board discussed this information at length with Mr. Dickson. This discussion addressed construction reviews, discussions with parcel owners involved and other specifics of the new treatment plant. No motions were made or necessary at this time.

Adjourn to Closed Session:

Board discussed issues involving certain lots.

Back to open session:

Lot 62 - Owner needs to provide proof that the cargo container adheres to necessary setbacks.

Lot 216 - Lot 216: Lot rate vs. cabin rate of dues were discussed. Issue to be further investigated and tabled until next Board Meeting.

Lot 59: Multiple issues discussed. Included were issues about existing well and need for written agreement, easements along river and their maintenance, and trespassing issues involving the cutting down of trees on private property. JK to obtain further information specifically easement information so these topics can be discussed at next meeting.

Fines: Note water fines cannot be levied without a recommendation from the Water Director and approval of the board. CB if the fine is not levied by the board the board has no recourse to collect

JK – Motion to approve or not move forward with these fines. CB. SH, second. Approve by all

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.

Approval of Minutes – Minutes from June 27, 2009 board meeting were approved

Thank you to Sunnie and Terri for getting the prelims out quickly.

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.

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:

None noted.

Staff Reports:

General Manager – Terri McGuigan (10 min)

Out of 13 owners that are past due I only have 3 who have not responded. Next week I will send these lots to our attorney that prepares our liens.

The director's insurance has been renewed. The total premium was \$2460.00.

Our accounts receivable as of Friday July 24, 2009 is \$203,345.52 included in that figure is Nyack Service Station; they usually wait until the last minute.

Our reserves are at approximately \$763,613.00 this is not a final for July, as I do not have the bank statements.

We need to work on the Timber Trumpet or Presidents message in early August. This issue will not be as large as the election mailer but it still is an expense. I will contact the regular advertiser to see if they want to participate.

JK – We need to have information that is not duplicated in the newsletter.

I have had several positive comments on the web site, as often as I can I am sending members to the web for information. I am learning but we need additional software, which will be provided once I am comfortable with adding items,

Caretaker (5 min) – Brian Silsby

Water contamination - Water contamination - Pla-Vada's routine water sample of July 8, 2009 was reported on July 10th to be positive Coli form.

July 10, 2009 - PVCA notified CHDH as to the Presents of Coliform via voice mail.

July 14, 2009 - PVCA took four addition samples from Lot 86, Unit 6 Pump house, Lot 241 & Lot 242.

July 15, 2009 Cranmer Analytical Laboratory notified PVCA that PVCA was still positive of Coliform.

July 16, 2009 PVCA spoke directly with CHDH to get instruction on what action to take. Some discussion was to take four more samples and to see what the MPN count would be. Check the system for the source of the positive samples and to chlorinate the system. Gary Schultz decided that he would issue a boil water notice and have us chlorinate the system check for the source of the active. Discovered that

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there were two squirrels in the 90,000-gallon tank. The squirrels were removed; the tank was then overflowed to remove any debris. The tank was then lowered 1/3 and chlorine was applied. We also examined the 30,000-gallon tank and there was no negative activity. A boil water notice was received at 1:45 PM on July 16, 2009 via e-mail from Gary Schultz. These notices were printed and hand delivered to all residence of the association, Cal-Trans and the Taffy Lane homeowners. All notices were delivered by 7:00 PM. PVCA also placed the boil water notice and sign at the subdivision entrance and the bulletin board located at the front entrance of the maintenance building.

July 17, 2009 PVCA Placed the boil water notice on our web site www.plavada.com and e-mailed the notice to PVCA customers who accept e-mail.

Chlorine was applied. Through July 20, 2009

July 21, 2009 the system was checked for chlorine levels flushed the system.

July 23, 2009 new samples were taken to the lab.

July 24, 2009 called the lab and the samples came back absent of all bacteria, and the BOIL WATER ORDER HAS BEEN LIFTED.

Caretaker's House Repairs: Secure loose board on the deck, stain. Carpet is still in need of replacement. Possible carpenter ants, I will attempt to spray to remove. May have to call an exterminator. A member offered to donate some carpet.

Road Repairs – Still filling cracks in the Tamarack Crescent Loop, the next area to work on is the Aspen, Hemlock.

Water Usage: June 2009 – 953600 gallons combined for both wells.

Discussion involved trapping squirrels in the tank area. We are going to set traps and check it frequently to see if we can catch the intruders.

Caretaker is preparing to update his current distribution certificate to level.

Sewer Flows June 2009 – 568,800 gallons. Dropped approximately 1 million gallon from April and May.

Directors Reports (40 minutes)

- President – CB – No report
- Vice President – JK - River access, private property, common areas, recreational easements, legal concerns, We are in a dispute and I will keep you in the loop. Issue on safety. Easements need to be identified, Common area's need to be identified, lots are private, consult, the owner prior to entering.
- Secretary - SS – No report
- Treasurer – EL – No report
- Caretaker Supervisor –JM, The caretakers have been repairing main sewer line and general maintenance on the sewer lines.
- They are also repairing cracks in the roads there are a lot Staff is also cleaning the culverts.

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- Heavy Equipment – BW - Next week they will be checking out the brakes on the front loader. We may need to have a Cat mechanic come in to work on it.

Roads – BG – discussion to postpone an overlay for this year because of upcoming construction. Next year we could double the amount of work we do. Table and add for next meeting agenda for vote.

Speed bump discussion -Speed bumps needs to be modified. - Jeffrey Pine have marks on it and need to be taking down. The speed bumps need to be uniform in size.

Architecture/Compliance – MA – Lot 255 - he is not going to build this year, and wants to get comments from the committee. Discussion regarding whether Committee will review without payment of fees.

Lot 344 on Jeffrey Pine wants to place a propane tank on the property – enlarge ramp. Is a culvert required, house below does not have a culvert.

There was a discussion of the board regarding the placement of the propane tank that the tank must be within the setbacks and follow the Nevada County Code, with regards to the culvert let BS make the decision.

Sewer – SH - Repaired a sewer line near Lot 192, we are still getting I&I. It is time to switch the ponds and let them dry so that we can scarify.

Water - CB – recommends hiring an outside project manager to make sure that the contractor is performing the work per plans and specifications. This person monitors, daily logs, documentation, and progress billings. There was a discussion as to whether the board could do this or an independent should be hired.

Motion: JK - PVCA to hire a project manager at the cost of \$31,042.00, MA 2nd , Opposed SH,JM, BW (Motion passes)

New Business – (30 Minutes)

Report out of closed session:

- Refund Denied – JK will contact the owner
- Lot 256 is to returned to it's natural condition

Appointment of a Water Project Oversight committee.

Motion –BG- PVCA to establish and oversight committee to keep the membership informed SH 2nd All approved. Committee consists of Steve Headen, Mike Anderson, Tom Santo's

Cul-de-sac enlargement (an issue or parking and snow removal) No action taken

Recreational Access – No Action Taken

Board Meeting Sign – No Action Taken

Response from counsel on Prescriptive Easements – No Action Taken

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Recreational Access - No action

Old Business: (20 min)

Water Project (update on progress and issues) The public hearing was held to approve the variance PV requested regarding 100' setbacks. The variance was granted by Nevada County. There are still numerous difficulties in getting this project permitted. Most requests are coming from the county. This is costing us additional monies to respond. The project was bid out and bids were received. The low bidder was Aspen who appears to be qualified and ready to take on the project.

Water Project Bid Acceptance - CB; A proposal from Aspen Development was presented and the recommendation from the engineers was that this bid was good, their references were good and everything seemed to be in order.

A general discussion regarding the bid and bid documents.

Motion: SS – PVCA to accept the proposal from Aspen Developers for the \$561,000, CB 2nd, oppose BW JM, SH– Motion passes

Finance Oversight Committee for water project –A finance oversight committee will be established. JK to ask member if they would be interested in chairing the committee.

Keys held by the association: This is a liability we need releases or send the keys back.
General discussion

Motion - JK - PVCA to send all keys currently held by PV to be sent back . SH 2nd all approve, SS sustained.

Aspen/Hemlock Water Pressure. This item will be tabled until the next meeting

Community Cleanup Day – No community clean up day will be held this year.

Association Billboard/Office sign - JK PVCA needs to move the bulletin board to one of the exterior walls of the office

Election Results: (2 min)

- Naming of alternate BG – The board determined that no alternate would be placed on the Board this year.

Pending Items: (2 min)

- Directors Duties JK will work on this
- Director Handbook Table to a later date.
- Bridge Safety JK - is researching ownership and easement rights.
- Fine Policy Update JK requesting information in the future

Adjournment: Motion to adjourn, SS, CB 2nd