

PLA-VADA COMMUNITY ASSOCIATION
Approved Minutes January 31, 2009
Approved April 11, 2009

Board Members Present		Staff Present
Jerry Keen (JK)		Terri McGuigan (TM)
Chik Brenneman (CB)		Brian Silsby (BS)
Eric Lombardi (EL)		
Jim MaGee (JM)		
Mike Anderson (MA)		Members Present:
Brian Gebhart (BG)		Roger Hatfield
		Pat Bueb
Board Members Absent		
Hugh McGuigan	Sunnie Skiles	
Nick Nieffenegger		
Bob Wagenman		

CALL TO ORDER: Meeting called to order @ 9:07 by Jerry Keen – (JK)

ADDITIONAL AGENDA ITEMS:

Emergency only

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.

No items were presented.

APPROVAL OF MINUTES

Motion to approve the December 13, 2008 meeting, Chik Brenneman, Brian Gebhart 2nd – Minutes approved

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)

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).

No presentations were made.

COMMUNICATIONS:

STAFF REPORTS: (5)

General Manager: Terri McGuigan

PLA-VADA COMMUNITY ASSOCIATION

Approved Minutes January 31, 2009

Approved April 11, 2009

Expenses: We are at 78% of our budget for the current fiscal year, if we do not have any additional overtime (snow related), we should meet our budget for Brian and Doug. If our expenses do not exceed 18,000.00 for the next 2 months, we will have a surplus of approximately 16,764.00 before depreciation.

Including the water tank payment, we will need to re-pay the general fund \$92,206.89. This does not include a new bill received from KJ's for Phase I and Phase II of the project, this bill is in the amount of \$43,424.05, Phase II portion of this is \$21,758.00.

Insurance – Our liability insurance has just renewed on January 22, 2009. The auto portion of our policy when up by 1713.00, due to the new truck and the generator. The general liability policy had a decrease of \$253.70 from last year. We have made the deposit to renew and we will make monthly payment until our cash flow gets better like we did last year.

Accounts receivable as of January 31, 2009 \$27,391.51.

One parcel that is in escrow now, the lender is the seller. That lender will only pay the dues from the time they acquired the property which in this case was December 1, 2008. I did however charge them for transfer fee and legal fees to pay our attorney who handles our foreclosures. Another property is the development will go to sale on February 4, 2009. The dues on that property are also in the rears. A property on Jeffrey Pine that went back to the bank, that lender was a little more kind and paid the full assessment.

We need to take a good hard look at revising our delinquency policy. Nothing can be done until the dues are 1 year behind, based on our policy. In speaking with our foreclosure attorney, he indicated that we should put the policy in place that would allow us to record the NOD by December of any given year.

JK – Delinquency policy – make a change at the next meeting.

EL – Problem with waiting too long to act on the receivables is losing our position if the property defaults. We need to be careful of special assessments. Lenders are not required to pay for special assessments. When we need to determine how we are going to pay for the arsenic treatment plant, we could do a temporary two-tier billing.

BG – Eric is correct, and we should go after individuals for back dues.

RH – I thought that our policy was written based on DS.

TM – At the current time, we have spent a total of \$252,667.97 for the following items, Well/tank project, road replacement, generator and purchase of a new truck. The general operating fund has received \$184,319.31 for repayment. We currently have to make a payment to BH tank for the approved submittals in to amount of \$23,858.23. KJ also has a bill in the amount of \$43,324.00 that will need to be paid at the end of February 2009.

CB – TM to come to the next meeting with a complete accounting of the reserves and cost associated with the project.

CB Motion to transfer 70,000.00 from the reserves to help pay for upcoming costs of the water project. EL second, all approved. Motion stands

Caretaker: BS

Snow/Snow plow report. Number of days from December 12, 2008 to present is 16 days. We have plowed 20 times, due to the slush build-up on the roads in the afternoons

Water leaks. We experienced two major water leaks.

Lot 140 – rough water loss of approximately 15,000 gallons, over a period of 2 days.

Lot 234 – rough water loss of approximately 20,000 gallons, over a period of 3 days.

The amount of water is difficult to determine during storms and we figure that Cal-Trans is using a lot of water during that period.

There were (7) additional water breaks in houses with no significant water loss to the association.

PLA-VADA COMMUNITY ASSOCIATION
Approved Minutes January 31, 2009
Approved April 11, 2009

Environmental Health (SPCC) – Environmental health visited out site and advised us that there are new regulations (SPCC) from the State. The State has given this task to the Counties because they do not have the manpower to implement this new ruling.

The ruling relates to our fuel tanks and we can only have a maximum combined of 1320 gallons of fuel storage. If we keep all our current fuel tanks, we will be required to have an engineer prepare the SPCC Plan (engineering required). The cost associated with this is approximately \$5,000 +/- . The County did the research on the cost. We have 90 days from January 23rd to either contact an engineer or remove 1 fuel tank.

BK is looking into the option of taking the unleaded tank out of service and store it if that will be allowed by the State or we could possibly sell the tank for a few hundred dollars.

JK – Bring back for the next meeting.

Deposit refund on Lot 217 – I have approved this as the lot is clean and free of construction material.

CB – Is there a delivery fee to bring the fuel up? BS The cost for fuel is built into the price.

JK- Brian has a new e-mail address, and the web site has been updated. brian_silby@yahoo.com

DIRECTOR REPORTS (40):

- Sewer: NF usage Sewer usage: December 2008 - 442,800 gallons – 14000 per day, holidays is rises.
- Water: CB usage Well No 3, December 2008 – 649,900 gallons
Well No 4, December 2008 - 299,900 gallons
- Roads: BG A few complaints on speed bumps.
- Architecture/Compliance: MA - Clarification of the builder handbook should be complete soon.
Preliminary Plans are submitted for lot 255, no action taken at this time.
- Caretaker Supervisor: JM - Thing has been going well in Pla Vada this winter.
We purchased signs for the new Truck.
Brian and Doug have been working on the equipment and doing a great job with the snow plowing. I have not received any complaints since the last board meeting.
- JM – I would like to be informed when you take Brian’s off for meeting.
- **Legal/Easements: 5 parcels have building deposits on the books. Owners will be contacted and notified that they have 90 days to request a cleanup deposit refund. After that deposits will revert to the general fund. BHB changes will be made so that a deposit refund must be made within one year of final.**
BG – during escrow send notification of deposit on file.
- **Heavy Equipment: JM some work on the equipment – replace a cable on the little blower. Universals are going out in the old truck, and we need to obtain a special tool. We are in the process**
- **Treasurer: EL – Loans – Plumas Bank – works like a construction loan. We would need to get estimates, then collect from the owners willing to pay up front and deposit into Plumas. The bank would then loan us on the difference. On disbursements for the loan to venders, the money would come from the pre-payment and the loan funds. Once the project is completed, Plumas would roll the balance owing into a long-term loan, as long as 15 years. The interest rate was not discussed.**
- **Bank of the West the maximum amount based on conversations would be 1,000,000.00. (When we have some numbers we can discuss the actual amount) The interest rate Prime index (3.25% at this writing) plus a margin of 4.25%, which includes a .75% liquidity premium, which is subject to change based on market conditions.**

PLA-VADA COMMUNITY ASSOCIATION

Approved Minutes January 31, 2009

Approved April 11, 2009

- **Project completion the loan would revert to a fully amortized loan for 60 months at a fixed rate of 5.83%**
- **Loan Fee - .50% (\$5,000)**
- **Payments – Interest only monthly during construction. Annual payments of Principal and accrued interest on September 1 of each year during the term of the loan repayment period**
- **No prepayment restrictions**

OLD BUSINESS:

Water project update: See Chik's report, lots 179/180 **Water Project:** The documents have been submitted to the County of Nevada's Planning Department for the use permit on Phase I of our project. We should hear something by the 1st part of April.

In speaking with the KJ's, he told me that we should have 70% of the construction drawing in our position within a couple of weeks. The engineer did send the power line easement showing the pipeline location. (Maps copied)

Tank update: I spoke with BH Tank and we are trying to coordinate the fabrication of the tank with delivery. The tank has a 2-month turn around. In speaking with KJ's he indicated that we should be ready for the delivery of the tank by mid August. This means we need to place the order in June of 2009. I also spoke to BH about the cost. They are thinking that since materials have actually decreased since October 2008 it should be minimal. BH tried to contact the manufacture before the meeting but her contact was not in. We should have that information by the beginning of the week.

Arsenic Request for Proposals (RFPs): KJ has sent out solicitations to eight arsenic treatment companies. Out of the eight companies, only three have showed any interest in bidding. It will be carried out as a competitive bid process, based on treatment efficacy, performance guarantee, operational ease and operational costs. Up to three processes will be pilot tested and reviewed.

Deadlines per Document:

Comment: 2/6/09
Bid distribution: 2/23/09
Bids due: 3/27/09
Pilot Testing: 4/20-8/14, 2009
Bidding construction contract: Late 2009
Construction: May 2010
Startup and testing: October 2010
Deadline for compliance: 12/31/2010

- BG – are we going to get fire hydrants?
- CB – Yes, we are working on getting hydrants.
- JM – 6" line (are they required for hydrants).

- Animal control: Animal needs to be under owner control.

- BG – take a stand we have a round of civil action, lack of control. Letter should go out for the dog issue.

- MA – The dog is running loose.

- CB – letter to go out that PV supports the leash laws.

- PB – wife was bite by a dog last summer.

NEW BUSINESS:

- 2009/2010 Budget:

PLA-VADA COMMUNITY ASSOCIATION

Approved Minutes January 31, 2009

Approved April 11, 2009

- **Budget:** Motion to approve the budget with no increase in fees from the previous fiscal with the option for a 5% discount if paid early was passed. There was a provision within the budget to purchase a plow blade for the association truck. The decision to purchase the blade will be made by the Board at a future date after review of additional information from staff. A line item for staff development for \$1500 was also included after discussion.
- Motion to approve Mike Anderson, Brian Gebhart 2nd – Motion approved

PENDING AGENDA ITEMS:

- Architecture Handbook. JK gave an update on the proposed changes to the builders guide. As per Civil Code, the changes will be posted and member comments are welcome.
- Lot setback issues – Jerry and Mike will discuss this at the next meeting.

ADJOURMENT: Meeting was adjourned at 11:10 AM

No closed session.