

**Minutes of the MEETING OF THE BOARD OF DIRECTORS  
PLUMAS EUREKA VILLAS HOME OWNERS ASSOCIATION**

**July 27, 2022 (approved 10-03-2022)**

**1. Call Board Meeting to Order**

A regular meeting of the Board of Directors was held on Wednesday, July 27, 2022, at the Mohawk Valley Resource Center. Cheri Johnson, Ed Sermone, Laurie Humphries, Eve Nighswonger and Jim Flageollet were present. Employees, BJ Morris and Joe Whatford were also present. Cheri Johnson called the meeting to order at 3:00 p.m. Joleen Cline served as the recording secretary.

**2. Approve Minutes from the March 17, 2022, Board Meeting**

*After review, upon motion duly made, seconded and carried, the Board approved the minutes from the March 17, 2022, Board Meeting as submitted.*

**2. Summary of Executive Board meeting May 16, 2021.**

Discussion only – no action taken during executive meeting

**4. Public Comment (for items not on the agenda)**

None

**5. New Business**

**a. Roofing Update and Community Communication**

Cheri reported we have received several calls from members who reported they had leaks inside their homes. All reports were from members who winterize their properties and are not here during the winter months. We have inspected each of the properties (37, 39, 43, 44, 39, 78). 37 and 39 had water coming down the medicine cabinets in their master bedrooms. There were a total of 3 contractors who replaced the roofs and we have found units with issues coming from all 3 of the contracted roofing companies. Carl Woodruff has inspected a majority of the roofs and reported the water intrusion was the result of ice dams. Cheri reported one owner made repairs to their roof on their own and has asked that the Association reimburse them. We have communicated with all owners that they need to take responsibility for ice and snow on their roofs. Joleen reported that both major hardware stores had flyers up over the winter about ice dams and how to safely clear roofs of ice and snow.

Cheri reported she spoke with Brian Lee, and understands that his issue was most likely condensation due to lack of ventilation. James suggested we let owners know that we have a snow rake that they can borrow.

Laurie presented a claim to the Board for the roof repairs one owner hired D & D Roofing to address. The cost for the repairs was over \$3,400.00.

*After review, upon motion duly made, seconded and unanimously carried, the Board denied reimbursement of the repair bill. Reasons sighted were:* The repairs were made without oversight or prior approval from the Board. Another contractor reviewed the photos and did not agree with the repair D & D made.

Cheri volunteered to draft a communication to the membership which will include information regarding the recent roof leaks.

**b. Electric Panel Update and Community Communication**

Cheri reported she has learned the Zinsco & Sylvania Electrical panels were recalled 20 years ago and some of the units have those panels. She reported she will also include an article in the communication she is drafting that will let homeowners know they should consider having the panel switched out.

*After review, upon motion duly made, seconded and unanimously carried, the Board moved to draft a letter to the membership.*

**c. Annual Meeting Planning**

Joleen reported the annual meeting has been scheduled for October 8, 2022. The call for candidate's notice went out to the members and the due date to return those is July 28, 2022.

**d. Update on Community Directory**

Joleen reported all of our new owners have been included in the directory she has been working on. The Board directed her to send the directory to print.

**e. Online Maintenance Request Form and Request Tracker**

Joleen described the concept of an online maintenance request and Architectural Review Application. Copies of the digital form would be set up to automatically be sent as email to the maintenance managers, association manager and appointed Board members. Staff would complete on site inspections and respond to homeowners within 48 business hours according to the responsibility designations in the association CC&Rs.

**6. Reports**

**a. Building and Landscape – Joe and Joleen**

**i. General Maintenance and Landscape Reports**

Joe reported we recently purchased an aerator so we could complete aerating on our own. They also recently purchased a spray rig so that they can effectively spray for weeds.

Joleen reported our staff now have a computer and printer in the office and can respond to email more effectively.

Joe reported there are 27 deck railings that need to be updated to wire, 8 decks and 12 balconies that should be replaced.

Joe reported mowing takes 2 days and weed eating takes 3 days. Joe reported he and BJ can work on deck and railing replacements in the Fall. He suggests the Board hire a contractor to replace balconies.

Joe reported there are many brown spots in the grass. They are looking for issues with plugged sprinklers. It takes many weeks for brown spots to green up once they get water to them.

Joe reported 105-110 has been receiving irrigation water from the golf course since the units were built. There are also 3 other units on Meadow Way (outside of the association) that are also irrigating with water from golf. The golf course owners have reported they plan to cut off the irrigation water to those units as well.

Cheri reported she will speak with Jamar Tate tomorrow to discuss options.

**ii. Parking update**

Joe reported he feels the parking situation has improved. It appears more and more owners are making their garages available to their renters. Four spaces have been marked “reserved” for members who do not have space to park in their own driveways. Staff has been communicating with owners, visitors, and renters when needed regarding parking issues.

Ed reported there are more and more people parking on the street, especially on the weekends.

**b. Financial – Joleen Cline**

**i. Reports for the period ending 06/30/2022**

Joleen sent financial reports for the period ending 06/30/2022 to the Board via email prior to the Board meeting. She reported the balance in the Operating account on 06/30/2022 was \$138,713.07 and the association had \$ 106,327.24 in reserves.

Joleen reported we are on schedule with making transfers to reserves and payments on the loan. We are significantly over budget on equipment repairs and fuel, landscape repairs, and maintenance supplies. She will continue to work with staff to try to control costs.

*After review, upon motion duly made, seconded and unanimously carried, the Board approved the financial report as presented.*

**ii. Delinquency report**

Joleen reported we continue to have two members who have not responded to certified mailing of their invoices.

**iii. Reserve Study Update**

Joleen reported she has requested a bid to update the reserve study for 2023 which will include a site visit.

*After review, upon motion duly made, seconded and unanimously carried, the Board approved the bid for a reserve study with site visit at a cost of \$2,600.00.*

**7. Old Business**

**a. Update on Well Drilling Plan - pending**

**b. High Speed Internet Update**

High speed internet service is available to everyone on Ponderosa. Joleen reported she received an email from Will Marquette that they are planning to install the high speed service on Aspen in the Fall.

**8. Closing Public Comment (3 minutes per speaker)**

none

**9. Adjourn**

*After review, upon motion duly made, seconded and unanimously carried, the Board adjourned the regular board meeting at 4:51 p.m. and moved into executive session.*