

Palomino Lakes POA
Board Meeting – February 29, 2020
7:30 a.m.

Meeting was held at 1076 Palomino Road, Cloverdale, CA

Board Members Present: Pete Sourek, President; Rob Davis, Vice President; Michael Margetts, Treasurer

Non-Board Members Present: Lynn Von Hoogenstyn , Jim Lamb, Karen Davis,

Non Members Present: None

7:35 – Director Sourek calls meeting to order

Review and approve previous meeting regular meeting minutes

Director Davis moves to approve the minutes of the October meeting, as presented, Director Sourek seconds the motion. Motion passes unanimously.

Members may address items not on the agenda (3 minutes)

None

New Business:

Taxes

Director Margetts discusses Association tax returns, prepared by Marcello Lara, CPA. Director Margetts motions to accept Association 1120, Director Davis seconds the motion. The motion passes unanimously.

Independent Auditor's Report

Director Margetts discusses Association Independent Auditor Report, prepared by Marcello Lara, CPA. Director Margetts motions to accept Association Independent Auditor Review Report, as presented. Director Sourek seconds the motion. The motion passes unanimously.

Getting Ready for Spring

Director Sourek discusses timing of cleaning out of culverts and chipping. Final dates yet to be determined. No future action taken.

Annual Meeting

Director Sourek to contact Crocker Inn, and Palomino Lakes Water Board, to determine if third Saturday in May will work for Annual Meeting.

Director Margetts discusses the timing of the preparation and distribution of the Annual

Budget Report and the Annual Policy Statement. Board discusses budget for 2020_2021 fiscal year. Director Margetts motions to approve the 2020_2021 Palomino Property Owners Association Budget. Director Davis seconds the motion. The motion passed unanimously.

Elections

Director Sourek nominates Lynn Von Hoogenstyn to be Director of Elections for the upcoming Board elections. Ms. Von Hoogenstyn accepts nomination. Director Margetts seconds motion for nomination. Motion passes unanimously. Director Sourek to distribute Call For Nominations, for the upcoming Board elections.

Road Maintenance Agreement

Director Margetts noted that the Board needs to seek guidance from the Association attorney to determine if a Road Maintenance Agreement needs to be signed by all Association members. Board will reach out to Association attorney for guidance. No further action taken.

Road Work Need, Reserve Study

Director Sourek noted that lower Palomino Road overlay will need to occur prior to the 2023_2024 fiscal year, dictated in the John Beatty Reserve Study. Director Sourek to solicit bids to perform the work in the 2020_2021 fiscal year. The bid cost to perform the repairs will be entered into the Reserve Study model, to determine the deficit that will be created by performing the work. Both an increase in Association dues and/or a special membership assessment will be considered to eliminate the forecast deficit. No further action taken.

Property Owners Work Done Without Association Authorization and Seeking Reimbursement

Board discusses a member inquiry as to whether a member can seek reimbursement from the Association for work performed by the member, for work performed on Association property (culverts and driveways). Director noted that culvert and driveway repair are the responsibility of the member. The Association is responsible for cleaning of culverts. Additionally, work should not be performed on Association property, without the prior approval of the Board of the Association. No further action taken.

VRBO Update and Future Action

Director Sourek noted that the VRBO that had been operating on Madrone Ave. appears to have discontinued operating after multiple discussions between Director Sourek and the property owner. No further action taken.

Management Company

Board unanimously agreed to issue a 30-day notice to terminate all services provided by Verdant Community Management Association, due to their egregiously poor performance. Director Sourek to contact Erica Lane to take over bookkeeping services.

Review Financials and Bank Statements

Verdant Community Management Association did not provide complete financials, for Board review. This item was tabled for a future meeting. No further action taken.

Property APN 117-280-032 and APN 117-280-033 Lots Update, Insurance, Taxes

Director Sourek noted that the sales of the two properties has been recorded and the properties are owned by the Association. Insurance has been secured for the properties. Open items include the designation of the properties as common areas, the creation of rules for community use of the properties, determination of whether the properties can remain separate APNs and the maintenance and clearing of the properties. No further action taken.

Repairs & Maintenance Update

Director Margetts to walk Association streets to determine if any dangerous tree/PG&E lines conditions exist that warrant a phone call to PG&E. No further action taken.

Loose Dog Issue

Director Margetts noted that multiple complaints have been voiced regarding barking and loose/dangerous dogs. Margetts to write up a notice to remind members of the Association that dogs are not be loose on Association property. Additionally, members will be requested to respect the rights of their fellow members to enjoy their properties, free of nuisance, and peril. No further action taken.

Legal & Governance

Director Margetts to research a CCR and Bylaw template that incorporates the latest Davis Sterling pronouncements. No further action taken.

- Items For Future Agenda
- Road repairs
- Verdant Management transition
- Reserve Study update
- New APN parcels.

Adjournment – There being no further business, Director Davis motioned to adjourn the meeting at 8:49 a.m. Director Sourek seconds. The motion passes unanimously.