

**The Cottages at Pleasant Valley Homeowners Association
Minutes of Board Meeting held Thursday, August 9, 2018
at Joy Izatt's home, 2:00 p.m.**

Present: Board members: Norrine Gardiner, Joy Izatt, Karen Miller, Lesley Osiek, and PVHOA Manager Kaitlyn Linford.

1. Minutes for the June and July 2018 board meetings have been sent by email to board members. All were asked to review them and let Kaitlyn know if corrections need to be made. Corrected minutes will be posted online so that all homeowners have access to them.

2. Discussion of CC&Rs and Rules & Regulations.

a. Kaitlyn stated that there are no violations at this time.

b. Wheelwright fence request: A notice of the Board's decision has been given in person as well as by written letter. The owner responded, so we know she received it. The minutes from 2004 and 2005 and a statement from a former board member were reviewed, none of which indicate that approval for a fence was granted appropriately, thus supporting the Board's decision.

3. There have been two complaints about a dog being off leash and leaving messes which are not being picked up. A violation notice will be sent.

4. Financial review covered the following items:

a. The certificate account is doing very well. It was noted that this account cannot be used for 5 years. The Money Market account is available if there is a need for funds.

b. The PVHOA is under budget on dues for June and July, and over budget in maintenance. The overall 2018 budget is looking good at this point. S

c. The proposed 2019 budget was discussed. Joy requested that another lawn company be considered for next year, and stated that weeds in flower beds are a bigger problem this year than before. Other 2019 issues to be addressed were increased insurance expense, decreased building repairs, increased miscellaneous maintenance, decreased snow removal, and increased landscaping expenses.

5. Kaitlyn informed the Board that dues payments have not been received for the Williams property, not has any response been received from those responsible. If no action is taken in August, a lien should be filed by the Association. Lesley moved that the Association file a lien, Norrine seconded the motion, and the Board unanimously approved the motion.

6. A discussion of maintenance issues and plans included:

a. Placing rocks in the lawn islands will be continued in 2019.

b. Stucco and foundation plaster repairs is scheduled for August of this year (2018).

c. The road within the property needs to be resurfaced or patched (2019).

d. Adding a cement mow strip under the east fence will be scheduled for 2019, and for the privacy fences for 2020.

e. The parking area needs to be scheduled for improvements.

7. The annual homeowners' meeting is scheduled for Monday, September 24, at 6:00 p.m. It will be held in the Pleasant Valley Library. Voting for new board members, annual Christmas dinner, financial update, proposed 2019 budget, and contact information update are among the items on the agenda.

8. Kaitlyn reported on the results of the two most recent property inspections, noting that most of the lawns look good but some dry areas still need to have sprinklers checked and watched. The timer box at 5586 has been checked and found to be working, so this area will be watched and perhaps given a treatment to help it green up.

Additional outside spigots have been requested by Youngbloods and Millers. After discussion, Lesley moved that approval be given for a new spigot for Millers, which should cost under \$300. Joy seconded the motion, and it was unanimously approved. It was found that the location of where the Youngbloods wanted a spigot there is already one close to that location and it was denied to have a second one put in. Youngbloods will be notified by Kaitlyn of the location of this spigot.

The patio at the North property has been raised and looks good. The owners are pleased with the results. The stairs still need to be caulked.

The cement slab under the air conditioner at Miller's is tilted, which prevents the AC from working as efficiently as it should. This correction/repair is the owner's responsibility.

9. The next meeting will be held October 11 at 2:00 p.m. at Joy's home.

10. Meeting adjourned at 4:20 p.m. Minutes recorded by Karen Miller.