

GREEN VALLEY RANCH COMMUNITY ASSOCIATION
Board of Directors Meeting
Regular Agenda
May 16, 2013
6:30 PM
DESERT WILLOW COMMUNITY CENTER
2020 W. HORIZON RIDGE PARKWAY
HENDERSON, NV 89012

Board Members

Mike Forman	President
Lisa de Marigny	Vice President
David Guza	Treasurer
Paul Rowcliffe	Secretary
Phil Brody	Director
Bryan Sandrock	Director
	Director

Management

Kristin Remhoff, Supervising Community Manager, CMCA®, AMS®, PCAM® and
Felicia McMillian, Community Administrative Assistant - Terra West Management Services

This agenda is made available to the association's membership in accordance with NRS 116.3108.
Effective October 1, 2009 each meeting of the Executive Board in Regular Session shall be audio recorded.
Copies of the recording will be available to unit's owners upon request. There may be a charge for the copy.

Board action may be taken on any items placed on the Agenda as per NRS 116.

- I. CALL TO ORDER
- II. ESTABLISHMENT OF A QUORUM
- III. HOMEOWNERS' FORUM
This forum is devoted to comments from homeowners on agenda items only. To ensure everyone gets an opportunity to speak, comments may be limited to three minutes. No owner can give away their allotted time to expand another owner's time. Except in emergencies, no action will be taken upon a matter raised during this forum until the matter has been specifically included on a future agenda as an item upon which action may be taken.
- IV. COMMITTEE REPORTS
 - A. Newsletter
 - B. Landscape Proposals – Possible Approval
 - 1. Proposals – Assigned to Paul Rowcliffe
 - a. Request for Replacement of Trees
 - b. Request for Removing and Replacing with Different Type of Tree
 - C. Architectural
 - D. Social
 - E. Safety & Security

- F. Government Relations
- G. Ad hoc Finance Committee Report

- V. CONSENT AGENDA ITEMS
Unless an item is pulled for discussion, the Board of Directors will take action on all consent agenda items with one motion, accepting the recommendations as stated on the agenda item. To pull an item for discussion, please notify the Board President before action is taken on the consent agenda items.
 - A. Approval of Minutes – April 18, 2013 pages 1-10
 - B. 2013 Approved Landscape Proposals Report page 11
 - C. Acceptance of Financials – February 2013 pages 12-25
 - D. Acceptance of Financials – March 2013 Quarterly pages 26-57
 - E. Next Meeting – June 20, 2013
 - F. Priority List and Annual Calendar pages 58-59

- VI. FINANCIAL REVIEW
 - A. Treasurer’s Report by David Guza

- VII. HOMEOWNER LETTERS / REQUESTS
 - A. Request for Reimbursement of Vet Bill due to Injury – Review / Discuss / Motion for approval pages 60-65

- VIII. UNFINISHED BUSINESS
 - A. Funding for Social Committee T-Shirts and Hats – Possible Approval
 - B. Ad hoc Finance Committee Charter and Committee Scope of Work – Discussion on revision to the current Committee Charter and Scope of Work pages 66-67
 - C. Establishment of Protocol to Request Information from Management by Board Members – Discussion to establish protocol page 68
 - D. Creation of Board Meeting Agenda Guideline – Discuss / Review / Motion
 - E. Monthly Lighting Maintenance – Discuss / Review / Approve RFP to go out to bid
 - F. Landscape Project Proposal for rock replenishment in the middle island along Paseo Verde from Desert Shadow West to the first school crossing – Review / Discuss / Motion for possible approval of bid submitted by Jaramillo Landscape pages 69-73
 - G. Wrought Iron Project Phase V Bid Proposals – Review / Discuss / Motion for possible approval of submitted proposals
 - 1. JP Enterprises, Inc. pages 74-90
 - 2. MK House Consulting, Inc. pages 91-125
 - 3. Unforgettable Coatings, Inc. pages 126-132

- IX. NEW BUSINESS
- A. 6:30 PM – Gary Lein, Hilburn & Lein
 - 1. Letter of Representation – Signature Required pages 133-138
 - 2. 2012 Draft Audit Review pages 139-165
 - 3. Association’s Operating Fund – Opinion on Working Capital
 - B. 6:50 PM – Rick Schmalz – Homeowner and Finance Committee Member – Presentation page 166
 - 1. Best Practices in Accounting, Auditing, and Financial Reporting (GFOA) pages 167-174
 - 2. Association of Metropolitan Water Agencies (AMWA) pages 175-178
 - C. Requested items by Bryan Sandrock Review / Discuss / Motion for possible approval pages 179-183
 - 1. Draft Minutes – Motion for possible approval to upload draft minutes to the Terra West Web-Portal
 - 2. “Share” Pending Agenda – Request for possible approval to review pending agenda prior to the board packet preparation
 - 3. Architectural Review Committee Web-Portal Site
 - 4. Board Packet Material Uploaded to Web-Portal
 - 5. Board Members Exact Schedule of Unavailability
 - D. Board Member Position – Review / Discuss
 - E. Maintenance, Repair and Paint of the Pole Lights – Review / Discuss / Motion to go out to bid
 - F. MK House Consulting / Wall and Sidewalk Repairs
 - 1. Job #10499 / Block Wall and Stucco Repairs / Desert Shadow Trail - \$658.00 pages 184-188
 - G. Audio Recordings of Regular Session Board Meetings / Upload to TW Web-Portal and Notification to homeowners – Review / Discuss / Motion pages 189-190
 - H. Bella Vista Condominium Association – Request for Exterior Pathway to Trail – Review / Discuss / Motion page 191
- X. HOMEOWNERS’ FORUM – This forum is devoted to comments from homeowners on general topics. To ensure everyone gets an opportunity to speak, comments may be limited to three minutes. No owner can give away their allotted time to expand another owner’s time. Items discussed may be placed on a future agenda at the discretion of the Board of Directors.
- XI. ADJOURNMENT

AN EXECUTIVE SESSION OF THE BOARD OF DIRECTORS WILL BE HELD PRIOR TO THIS MEETING

Audio Recordings and approved minutes from previous meetings(s) are available by contacting Terra West Management Services, 11135 S. Eastern, Suite 120, Henderson, NV 89052 Phone: (702) 856-3773, or may be downloaded from your community website by logging in at www.terrawest.com or via email from salbert@terrawest.com. There may be a cost for paper or audio copies of minutes. There is no cost in downloading them from the association website.