

GREEN VALLEY RANCH COMMUNITY ASSOCIATION
Board of Directors Meeting
Regular Agenda
June 20, 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
Ellen Barre Spiegel	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/Website page 1
 - B. Landscape Proposals
 - 1. None
 - C. Architectural
 - 1. Individual liability coverage pages 2-3
 - 2. Committee's opinion on Water Use Committee
 - D. Social
 - E. Safety & Security
 - F. Government Relations

- G. AD Hoc Finance Report
 - 1. Minutes - May 14, 2013 page 4
 - 2. Minutes – June 4, 2013 pages 5-6

- 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 – May 16, 2013 pages 9-15
 - B. 2013 Approved Landscape Proposals Report page 16
 - C. Acceptance of Financials – April 2013 pages 17-29
 - D. Next Meeting – July 18, 2013
 - E. Priority List and Annual Calendar pages 30-31

- VI. FINANCIAL REVIEW
 - A. Planning Fund results pages 32-33
 - B. Treasurer Report

- VII. HOMEOWNER LETTERS / REQUESTS
 - A. Request for remove of brush - Review / Discuss / Motion for approval pages 34-40

- VIII. UNFINISHED BUSINESS
 - A. 6:30 PM – Rick Schmalz – Homeowner and Finance Committee Member – Presentation page 41
 - 1. Best Practices in Accounting, Auditing, and Financial Reporting (GFOA) pages 42-49
 - 2. Association of Metropolitan Water Agencies (AMWA) pages 50-53
 - B. Monthly Lighting Maintenance – Discuss / Review / Approve RFP to go out to bid
 - C. Maintenance, Repair and Paint of the Pole Lights – Review / Discuss / Motion to go out to bid
 - D. MK House Consulting / Wall and Sidewalk Repairs
 - 1. Job #10499 / Block Wall and Stucco Repairs / Desert Shadow Trail - \$658.00 CID #207 pages 54-58
 - E. Bella Vista Condominium Association – Request for Exterior Pathway to Trail – Review / Discuss / Motion page 59
 - F. Funding for Social Committee T-Shirts and Hats – Possible Approval
 - G. 2012 Draft Audit Review – Discuss/ Review/Motion pages 60-86
 - H. Ad hoc Finance Committee Charter and Committee Scope of Work – Discussion on revision to the current Committee Charter and Scope of Work pages 87-88
 - I. Establishment of Protocol to Request Information from Management by Board Members – Discussion to establish protocol page 89

- J. Creation of Board Meeting Agenda Guideline – Discuss / Review / Motion
 - K. Requested items by Bryan Sandrock
 - Review / Discuss / Motion for possible approval pages 90-94
 - 1. Architectural Review Committee Web-Portal Site
 - 2. Board Packet Material Uploaded to Web-Portal
 - 3. Board Member Position – Review / Discuss
 - 4. Posting approved Audits uploaded to web portal
 - 5. Upload draft minutes to the website with watermark
 - 6. Upload agenda and minutes of Architectural committee to web portal under private view of Architectural Committee
 - L. Audio Recordings of Regular Session Board Meetings /Upload to TW Web-Portal and Notification to homeowners – Review / Discuss / Motion pages 95-96
- IX. NEW BUSINESS
- A. Management Agreement RFP - Review/Discuss/Motion for possible approval of RFP pages 97-99
 - B. Proposal to redesign the website - Review/Discuss/Motion for possible approval of updating and redesigning website pages 100-105
 - C. Desert Trail Recreation Association – Request for painting pop outs – Review / Discuss / Motion pages 106-111
 - D. Social Committee credit card - Review/Discuss/Motion for possible approval of a credit card with a small balance
 - E. Social Committee – Review/Discuss/Motion to appoint Peggy Archuleta to committee page 112
 - F. MK House Consulting / Stucco Repair and painting of Archway
 - 1. Project #10584/Letter Painting of Archway and stucco repair and paint /Bella Vista - \$3,500 CID #207 pages 113-131
 - G. MK House Consulting/Reset Concrete Pillar Cap
 - 1. Project #10697/Reset Concrete Pillar Cap/Rainbow View/\$275.00 Pages 132-141
 - H. MK House Consulting/Sidewalk Repair
 - 1. Project #10900/Concrete Repairs/Paseo Verde/\$3,465.00 Pages 142-150
 - I. Landscape Proposal with a cost of less than \$500 to the consent agenda – Review/Discuss/Motion
 - J. Ad Hoc Finance - Reserve Study/Reserve Account Policy – Review/Discuss/Motion for possible approval of policy pages 151-152
 - K. Operating Account
 - 1. Board member summary and reference to below policy Pages 153-158
 - 2. AD Hoc Finance – Funding Operating Account – Review/Discuss/Motion for possible approval of policy page 159
 - L. Architectural Committee Charter – Review/Discuss/Motion for possible approval of revised Charter
 - M. Water Usage Committee Charter - Review/Discuss/Motion for possible approval of Charter

- N. Architectural committee members and delegates - Review/Discuss/Motion for possible approval active members and delegates
- O. Credit homeowners - Discuss / Review / Approve to give homeowners a credit
page 160
- P. Notice to vendors regarding Nevada Sales/Use Tax Requirement pages
Pages 161-170
- Q. AMS notice regarding Real Property Tax changes for HOA foreclosure sales
Page 171

- X. Reserve Expense Report page 172

- XI. NEXT MEETING
July 18, 2013

- XII. 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.

- XIII. 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.