

GREEN VALLEY RANCH COMMUNITY ASSOCIATION  
Board of Directors Meeting  
Regular Agenda  
February 20, 2014  
6:30 PM  
DESERT WILLOW COMMUNITY CENTER  
2020 W. HORIZON RIDGE PARKWAY  
HENDERSON, NV 89012

**Board Members**

Paul Rowcliffe	President
Phil Brody	Vice President
Rick Schmalz	Treasurer
Jocelyn Holzwarth	Secretary
Bryan Sandrock	Director
Lisa Ortega	Director
David Berk	Director

**Management**

Kristin Fyler, Supervising Community Manager, CMCA®, AMS®, PCAM® and Renee Stickel, Provisional Community Manager - 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. 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 – January 16, 2014
  - B. 2014 Approved Landscape Proposals Report
  - C. Acceptance of Financials – December 2013
  - D. Next Meeting – March 20, 2014
  - E. Annual Calendar
  - F. Reserve Expense Report Since Reserve Study
  - G. 2013 Pending Reserve Projects
  - H. 2014 Pending Reserve Projects
  - I. 2015 Reserve Projects

- V. FINANCIAL REVIEW
  - A. Treasurers Report
    - 1. Year End Operating Fund Adequacy Calculation
    - 2. Year End Operating Fund Transfer Calculation
    - 3. Projected Reserve Funding Yearly Summary(s)
    - 4. Hilburn and Lein/Gary Lein's Correspondence
    - 5. Motion/Discuss/Review Reserve Target Funding Level
    - 6. Motion/Discuss/Review Final 2013 Funds Transfer
  
- VI. UNFINISHED BUSINESS
  - A. Landscape Committee Charter – Motion/Discuss/Review to approve the recommendation if any from legal counsel
  - B. Finance Committee Charter– Motion/Discuss/Review to approve the finance committee charter
  - C. Park Proposals/Park repairs
    - 1. Remove and replace the sand at Cozy Hill Circle Park to comply with IPEMA – Motion/Discuss/Review to open sealed bids and possibility approve the removal of the sand and the installation of padding – Reserve CID 1302.1703
    - 2. Replace the playground equipment and padding at Friendship Park- Motion/Discuss/Review to postpone pending playground equipment choose – Reserve CID 1301.1305 and 1302.1306
  - D. Painting of the red curbs – Motion/Discuss/Review to open sealed bids and possibility approve per linear foot
  - E. Sidewalk inspections - Motion/Discuss/Review approve RFP for inspection of sidewalks
  - F. Sidewalk Repairs - Motion/Discuss/Review approve RFP a contractor to be do the maintenance to the Association's sidewalk
  - G. Tree Policy – Motion/Discuss/Review to approve the Tree Policy
  - H. Sidewalk Repairs on Murmuring Sands – Motion/Discuss/Review to approve to sidewalk repairs
    - 1. GB Group - \$1,045
    - 2. MK House - \$770
    - 3. Intertex - \$690
  - I. Park Committee - Motion/Discuss/Review in creating a Park Committee
  - J. Playground equipment Inspection – Motion/Discuss/Review to approve the RFP for monthly/quarterly inspections of the playground equipment
  - K. Golf Cart – Motion/Discuss/Review the possibility of purchasing an used golf cart
  - L. Reserve Study – Motion/Discuss/Review to approve the update the current Reserve Study with the projects that were completed and were not completed
  - M. 2014 Goals – Motion/Discuss/Review to approve the 2014 Goals
  
- VII. NEW BUSINESS
  - A. Election/Transition to new Board Legal Opinion – Motion/Discuss/Review on the Election opinion, date and time
  - B. Repair and Painting Phase 1 (Reserve Study Item) – Motion/Discuss/Review the approval of the RFP for the repair and painting of phase 1
  - C. Paint the gazebo at Scarlet Sunset (Reserve Study Item) - Motion/Discuss/Review the approval of the RFP for the painting of the gazebo

- D. Playground safety padding repair and reseal (Reserve Study Item) – Motion/Discuss/Review the approval of the RFP for repair and reseal of the safety padding
- E. Installation of 2 trash cans at the Multi-Generational Center near the new benches – Motion/Discuss/Review approval of 2 trash cans at the Multi – Generational Center
- F. Enforcement and Fine Policy – Motion/Discuss/Review to approve the Enforcement and Fine Policy
- G. Installation of 2 concrete pads at the Friendship Park in the new conversion for future benches – Motion/Discuss/Review to approve the installation of 2 concrete slabs
- H. Replace the BBQ in the parks – Motion/Discuss/Review to open sealed bids and possibility approve the replacement of the BBQ in the parks – Reserve CID
- I. Jaramillo/Proposal 10301301KC(R-1)/Friendship Park South Perimeter/Replacement of plants and rocks - \$12,960 – Motion/Discuss/Review to approval the proposal 10301301KC(R-1)
- J. Jaramillo/Proposal 12121301KC/Paseo Verde at the end of Mountain Ridge Trail/Tree Replacement - \$1,084.50 – Motion/Discuss/Review to approval the proposal 12121301KC
- K. Jaramillo/Proposal 01271402KC/Amargosa Trail East of Coronado Center/Rock Installation - \$4,860.00 - Motion/Discuss/Review to approval the proposal 01271402KC
- L. Jaramillo/Proposal 01271401KC/Amargosa Trail South West of Cozy Hill - \$6,255.00- Motion/Discuss/Review to approval the proposal 01271401KC
- M. RFP for the Landscape Consultant – Motion/Discuss/Review to approve the RFP for the Landscape Consultant
  - 1. Assessment
  - 2. Concept and Assessment
- N. Bob Fix It/Power washing all park furniture and concrete - \$1,900 – Motion/Discuss/Review the approval of power washing all park furniture and concrete for \$1,900
- O. Bob Fix It/Replacement of panels in the light poles - \$4,680 – Motion/Discuss/Review the approval of the replacement of panels in the light poles for \$4,680
- P. Fence Painting Only from Green Valley Parkway to Coronado Center – Motion/Discuss/ Review to open sealed bids and possibility approve the painting of the fence
- Q. Red Curbs – Motion/Discuss/Review to approve \$200 worth of paint for volunteers to paint
- R. Pacific Images Architectural Application for Approved Color Palette – Motion/Discuss/Review for approval of the approved color palette with the recommendation of the ARC Committee
- S. Citrus Gardens Architectural Clarification – Motion/Discuss/Review the approval of the changes to the approved color palette
- T. Pacific Trace Architectural Application for conversion to front yards and common area – Motion/Discuss/Review for approval of the conversion to desert landscaping
- U. Landscape committee members – Motion/Discuss/Review to appoint and/or remove members to the landscape committee
- V. AdHoc Finance Committee members – Motion/Discuss/Review to appoint and/or remove members AdHoc Finance Committee
- W. Appointment of Susan Corona to the Social Committee – Motion/Discuss/Review to appoint Susan Corona to the Social Committee

- X. Seeking a firm to survey residents on various topics such as Community Events, Committee Participation, Preferred Communication Channels, Resident Satisfaction, Resident Priorities, etc. – Motion/Discuss/Review the approval of seeking a firm for survey
- Y. Night Inspection – Motion/Discuss/Motion to possibility changing companies
- Z. Painting of mailboxes – Motion/Discuss/Motion to get bids or have handyman paint the mailboxes
- AA. May 17<sup>th</sup> 2014 Breakfast – Motion/Discuss/Review the approval of the breakfast and cost
- BB. Elimination of Statement under certain reasons – Motion/Discuss/Motion to approval of the elimination of statements for zero balance, credit balances and ACH homeowners
- CC. 2013 Community Manager Compensation and Salary Survey – Motion/Discuss/Review the approval of purchase of the book of 2013 Community Manager Compensation and Salary Survey
- DD. Sidewalk Map and Landscape Map in pdf format – Motion/Discuss/Review to approve the spending of money to have a company put both maps into pdf format
- EE. Action Plan for review of existing Management duties, design of comprehensive Management Contract RFP, release Management Contract RFP, and selection of Management Vendor – Motion/Discuss/Review

VIII. INFORMATIONAL/UPDATES

- A. Update of electrical engineer on – Motion/Discuss/Review to approve site plan to bid out electrical work
  - 1. installing lighting on the trail across from Friendship Park
  - 2. Repairing the lighting at the rest stops, palms and trails south side of Paseo Verde
- B. Asphaltting the trail across from Friendship Park Update
- C. Repair, Painting and Numbering of light poles Updates
- D. Workshop for Landscape and Management Contract
- E. CAI DCAL Class on February 22<sup>nd</sup> from 9am to noon on Risk Management

IX. COMMITTEE REPORTS

- A. Newsletter/Website/Web Portal
  - 1. Newsletter Update
- B. Landscape
- C. Architectural
- D. Social
- E. Safety & Security
- F. Government Relations
- G. Ad Hoc Finance Committee
- H. Management Report

X. HOMEOWNER LETTERS / REQUESTS

- A. Request to use a GVRCA Map – Motion/Discuss/Review to approve/deny the use of the GVRCA Map

XI. NEXT MEETING

- A. March 20, 2014
- B. March 27, 2014 Bid Meeting

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](http://www.terrawest.com) or via email from [salbert@terrawest.com](mailto: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.