

GREEN VALLEY RANCH COMMUNITY ASSOCIATION
Board of Directors Meeting
Regular Agenda
March 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 Stickle,
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 – February 20, 2014
 - B. 2014 Approved Landscape Proposals Report
 - C. Acceptance of Financials – December 2013
 - D. Acceptance of Financials – January 2014
 - E. Next Meeting – March 20, 2014
 - F. Annual Calendar
 - G. Reserve Expense Report
 - H. 2013 Pending Reserve Projects
 - I. 2014 Pending Reserve Projects

- J. 2015 Reserve Projects
 - K. Increase of the Fidelity Bond to \$3,000,000 for cost of \$450
- V. FINANCIAL REVIEW
- A. Treasurers Report
- VI. UNFINISHED BUSINESS
- A. Landscape Committee Charter – Motion/Discuss/Review to approve the landscape charter
 - 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 approve the removal of the sand and the installation of padding – Reserve CID 1302.1703
 - a. Park Pro - \$28,430/\$38,168
 - b. Creative Play – no bid
 - c. Evans Play - \$18,197.60
 - d. Tot Turf - \$17,406.08
 - e. Intertex - \$26,248/\$40,433.00
 - 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 approve painting of red curbs
 - 1. Bob Fix It - \$0.40 per linear ft.
 - 2. Intertex - \$0.85 per linear ft.
 - 3. MK House - < 1,000 is \$1.00 linear ft.
1000-2000 is \$0.92 linear ft.
>2,000 is \$0.88 linear ft.
 - E. Golf Cart – Motion/Discuss/Review the possibility of purchasing a used golf cart
 - F. Election/Transition to new Board Legal Opinion – Motion/Discuss/Review on the Election opinions, date and time
 - G. 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
 - H. Replace the BBQ in the parks – Motion/Discuss/Review to approve the replacement of the BBQ in the parks – Reserve CID 1307.1310, 1307.1406, 1307.1706
 - 1. Bob Fit It - \$228.18 each
 - 2. Intertex - \$686.25 each
 - 3. MK House - \$767.20 each
 - 4. Nigro - \$1,310.40 each
 - I. Night Inspection – Motion/Discuss/Motion to possibility changing companies
 - J. Painting of mailboxes – Motion/Discuss/Motion to get bids or have handyman paint the mailboxes
 - K. 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
 - L. May 17th 2014 Breakfast – Motion/Discuss/Review the approval of the breakfast and cost

- M. Elimination of Statement under certain reasons – Motion/Discuss/Motion to approval of the elimination of statements for zero balance, credit balances and ACH homeowners
- N. 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
- O. 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
- P. 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
- Q. Landscape Committee members – Motion/Discuss/Review to appoint and/or remove members Landscape Committee
- R. AdHoc Finance Committee members – Motion/Discuss/Review to appoint and/or remove members AdHoc Finance Committee
- S. MK House/Project 11699/Column Stabilization – Motion/Discuss/Review the engineer report and approve to continue with the repair

VII. NEW BUSINESS

- A. Habitat for Humanity – Motion/Discuss/Review for approval for Habitat for Humanity to use part of the trail upon receipt of a signed liability release agreement drafted by legal counsel
- B. Repair and Painting Phase 1 (Reserve Study Item) – Motion/Discuss/Review the opening of sealed bids and possible approval of repair and painting of Phase 1
- C. Paint the gazebo at Scarlet Sunset (Reserve Study Item) – Motion/Discuss/Review the opening of sealed bids and possible approval of painting of the gazebo
- D. Playground safety padding repair and reseal (Reserve Study Item) – Motion/Discuss/Review the opening of sealed bids and possible approval of repair and reseal of the safety padding
- E. Sidewalk inspections - Motion/Discuss/Review the opening of sealed bids and possible approval of inspection of sidewalks
- F. Sidewalk Repairs - Motion/Discuss/Review the opening of sealed bids and possible approval of maintenance to the Association's sidewalk
- G. Playground equipment Inspection – Motion/Discuss/Review the opening of sealed bids and possible approval of monthly/quarterly inspections of the playground equipment
- H. Landscape Consultant – Motion/Discuss/Review the postpone opening of sealed bids and possible approval of Landscape Consultant – Assessment
- I. RFP for Amargosa Trail from Coronado Center to Green Valley Parkway including the southwest corner of Cozy Hill – Motion/Discuss/Review to postpone approve the RFP for the Amargosa Trail from Coronado Center to Green Valley Parkway including the southwest corner of Cozy Hill
- J. Current approved Landscape Proposals- Motion/Discuss/Review action on the prior three approved landscape proposals from February 20, 2014
- K. Repair sidewalks at Scarlet Sunset Park – Motion/Discuss/Review the opening of sealed bids and possible approval of repairing sidewalks at Scarlet Sunset Park
- L. Acknowledgement on Fidelity accounts – Motion/Discuss/Review the approval of the acknowledgement for new appointed, resigned, newly elected, etc. members of the Board on the Fidelity accounts

- M. Process to add and remove officers on the Fidelity accounts – Motion/Discuss/Review the process to add and remove officers on the Fidelity accounts
- N. Trail light restriction method – Motion/Discuss/Review of the trail light restriction method
- O. Architectural Committee and related Landscape Committee – Motion/Discuss/Review the approval of landscaping projects go through architectural committee
- P. Architectural Review Committee and Water Use Sub Committee Charter – Motion/Discuss/Review the approval of the Architectural Review Committee and Water Use Sub Committee Charter
- Q. New Income/expense report – Motion/Discuss/Review to correct formatting of Income Statement available on TW Portal and Income Statement presented to Board and Homeowners so that it matches the formatting of the budget ratified by the homeowners
- R. Board Packets for Board– Motion/Discuss/Review to authorize management to load historical, current and future Regular Session and Executive Session Board packets to the TW Management Portal within the “Board Member Only” file folder
- S. Board Packets – Motion/Discuss/Review to authorize management to load historical, current and future Regular Session Board packets to the TW Management Portal for public view by homeowners and/or other authorized entities
- T. Policy regarding Operating Funding – Motion/Discuss/Review to modify the GVRCA BOD Policy Regarding Funding of the Operating Account as shown in the attached current policy with noted modifications.
- U. Semi-Monthly meetings – Motion/Discuss/Review to adjust Board of Director’s regular meeting schedule to a semi-monthly format effective immediately; future regular meetings to be held on the 1st and 3rd Thursday of each month starting at 6:30pm until further notice
- V. Timing of financials – Motion/Discuss/Review to speed up the timing of financials
- W. Reimbursement of Doggie-Pot bag – Motion/Discuss/Review to make a demand for reimbursement from Jaramillo for all expenses related to Doggie-Pot bags since contract inception with payment in-full expected by 3-31-2014
- X. Newsletter – Motion/Discuss/Review homeowner cost saving idea to combine Election and Jan/Feb editions and authorization to have a mock proof of this idea created and presented to the Board
- Y. Increase of Fidelity bond from \$3,000,000 to \$4,000,000 – Motion/Discuss/Review to approve the increase of the fidelity bond from \$3,000,000 to \$4,000,000 in the cost of \$400

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

IX. COMMITTEE REPORTS

- A. Newsletter/Website/Web Portal
 - 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. April 17, 2014
- 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.