

GREEN VALLEY RANCH COMMUNITY ASSOCIATION
Board of Directors Meeting
Regular Agenda
April 17, 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®, Billie Smith, Community Manager, CMCA®, AMS® and Kiffin McGinnis, 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 AND ESTABLISHMENT OF A QUORUM
- II. 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.
- III. 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 – March 20, 2014
 - B. 2014 Approved Landscape Proposals Report
 - C. Acceptance of Financials – February 2014
 - D. Next Meeting – March 20, 2014
 - E. Annual Calendar
 - F. Priorities/Goals
 - G. Reserve Expense Report
 - H. 2013 Pending Reserve Projects
 - I. 2014 Pending Reserve Projects
 - J. 2015 Reserve Projects

- IV. FINANCIAL REVIEW
 - A. Treasurers Report
 - B. Banking and Investments – Motion/Discuss/Review to approve to open new accounts and investment funds

- V. UNFINISHED BUSINESS
 - A. 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.
 - B. Golf Cart – Motion/Discuss/Review the possibility of purchasing a used golf cart
 - C. Election/Transition to new Board Legal Opinion – Motion/Discuss/Review on the Election opinions, date and time
 - D. 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
 - E. 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
 - F. Painting of mailboxes – Motion/Discuss/Motion to get bids or have handyman paint the mailboxes
 - G. Fence Painting Only from Green Valley Parkway to Coronado Center – Motion/Discuss/ Review to approve the painting of the fence (CID 207 – missing location in reserve study)
 - 1. Intertex - \$8,245.00
 - 2. Nigro -\$6,504.00
 - 3. MK House - \$6,071.00
 - H. Repair and Painting Phase 1 (Reserve Study Item) – Motion/Discuss/Review to approve of repair and painting of Phase 1 – Reserve CID 208.1006
 - 1. Nigro – no bid
 - 2. RSI Builders - \$86,267.00/\$92,510.00
 - 3. Intertex - \$118,859.00
 - 4. GB Group - \$139,950.00
 - 5. MK House - \$69,115.00
 - 6. Keystone – no bid
 - I. Paint the gazebo at Scarlet Sunset (Reserve Study Item) – Motion/Discuss/Review to approve of painting of the gazebo – Reserve CID 201.2006
 - 1. Nigro – no bid
 - 2. Bob Fix It - \$425.00
 - 3. Intertex – \$995.00
 - 4. MK House - \$1,610.00
 - 5. Unforgettable - \$1,050.00
 - 6. New Age – no bid

7. 5 Star – no bid
- J. Playground safety padding repair and reseal (Reserve Study Item) – Motion/Discuss/Review to approve of repair and reseal of the safety padding – Reserve CID 1303.1105, 1303.1206, 1303.1404, 1303.1508, 1303.1603, 1303.1803 and 1303.2104
1. MK House - \$6,476.92
 2. Intertex - \$15,105.00
 3. Park Pro - \$7,248.04
 4. Creative Play - \$14,358.36
 5. Evans – no bid
 6. Tot Turf – no bid
 7. Moon Sun – no bid
- K. Sidewalk inspections - Motion/Discuss/Review to approve of inspection of sidewalks
1. Terra West Management Service - \$973.75mo./\$973.75qtr.
 2. MK House - \$1,792.00mo./\$3,860.00qtr.
 3. Intertex – no bid
 4. Bob Fix It – no bid
- L. Sidewalk Repairs - Motion/Discuss/Review to approve of maintenance to the Association’s sidewalk – Reserve CID 601.1013
1. Intertex – Grind - \$1,600 up to 42LF/\$9.00 per LF over 42 LF
Replace - \$1,500 up to 6 panels/\$9.00 per LF over 9 panels
 2. MK House - Grind - \$13.75 per LF
Replace - \$11.48 per LF
 3. Artcon – no bid
 4. J & J – no bid
 5. Preferred Concrete – no bid
 6. Resurfacing of NV – no bid
 7. Sunland - Grind - \$1,165 up to 40LF/\$29.00 per LF over 40 LF
Replace - \$1,165 up to 125 sq ft/\$8.05 per sq ft over 125
 8. Ultimate Concrete – no bid
- M. Playground equipment Inspection – Motion/Discuss/Review the opening of sealed bids and possible approval of monthly/quarterly inspections of the playground equipment
- N. Landscape Consultant – Motion/Discuss/Review the opening of sealed bids and possible approval of Landscape Consultant – Assessment
- O. RFP for Amargosa Trail from Coronado Center to Green Valley Parkway including the southwest corner of Cozy Hill – Motion/Discuss/Review to approve the RFP for the Amargosa Trail from Coronado Center to Green Valley Parkway including the southwest corner of Cozy Hill
- P. May 17th 2014 Breakfast – Motion/Discuss/Review the approval of the breakfast and cost
- Q. Elimination of Statement under certain reasons – Motion/Discuss/Motion to approval of the elimination of statements for zero balance, credit balances and ACH homeowners
- R. 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
- S. Architectural Review Committee and Water Use Sub Committee Charter, Architectural Review Committee Charter and Water Use Committee Charter – Motion/Discuss/Review to approve the Architectural Review Committee and Water Use Sub Committee Charter or the Architectural Review Committee Charter and Water Use Committee Charter

- T. 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
- U. Update on Closing of the Financials – Update of the closing of the financials
- V. Update on the management RFP

VI. NEW BUSINESS

- A. The Estates installation of security camera and pole – Motion/Discuss/Review to approve/deny the installation of the security camera and pole
- B. UNLV Landscape Architectural cost – Motion/Discuss/Review to approve the cost of \$165 for soil and plant tissue fertility analyses for the class project
- C. Board Meeting Food and Beverage – Motion/Discuss/Review alternative ideas of the food and beverage allotments
- D. RFP for Desert Shadow Trail – Motion/Discuss/Review to approve the RFP for south side of Desert Shadow Trail
- E. Monument Repair at Richmond Terrace – Motion/Discuss/Review to open sealed bids and possible approval of proposal to repair monument
- F. GB Group Change Order- Motion/Discuss/Review of the change order in the amount of \$1,568.00
- G. Board and Management Process and Procedures regarding Accounting – Motion/Discuss/Review to create a policy of a process/procedures in regards to accounting
- H. Contracts with Vendors – Motion/Discuss/Review the approval effective immediately all new awards/contracts to vendors will include the identification of a single board member, as well as the management company, as sole contacts to that vendor, should the identified board member no longer serve on the board or wish to serve as the contact, the board president will name a replacement.
- I. CAI books – Motion/Discuss/Review the approval of purchasing 2 books for the committees, board and management totaling in \$600

VII. 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. Drinking Fountain Update
- D. Friendship Park Basketball Court
- E. Benches and Tables at Multigenerational Center
- F. Cozy Hill Park padding
- G. 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 – June Meeting

VIII. 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

IX. HOMEOWNER LETTERS / REQUESTS

- X. NEXT MEETING
A. May 15, 2014

- XI. 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.

XII. 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.