

GREEN VALLEY RANCH COMMUNITY ASSOCIATION
Board of Directors Meeting
Regular Agenda
May 15, 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 – April 17, 2014 pages 1-8
 - B. 2014 Approved Landscape Proposals Report page 9
 - C. Acceptance of Financials – Revised February 2014 pages 10-17
 - D. Acceptance of Financials – March Quarterly 2014 pages 18-25
 - E. Next Meeting – June 19, 2014
 - F. Annual Calendar pages 26-27
 - G. Priorities/Goals page 28
 - H. Reserve Expense Report pages 29-30
 - I. 2014 Pending Reserve Projects page 31
 - J. 2015 Reserve Projects page 32

- IV. FINANCIAL REVIEW
 - A. Treasurers Report

- V. UNFINISHED BUSINESS
 - A. 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 RFI for seeking a firm for survey (Schmalz) pages 33-34
 - 1. Not in the 2014 Budget – when information comes in and if the board decides to continue it is to be paid out of Operating 6458 Social and it will be over budget
 - B. Painting of mailboxes – Motion/Discuss/Motion to get bids or have handyman paint the mailboxes (Schmalz)
 - 1. Management Research and Recommendation pages 35-37
 - C. Playground equipment Inspection – Motion/Discuss/Review approval of monthly or quarterly inspections of the playground equipment (Sandrock) page 38
 - 1. Park Pro - \$1,575/monthly, \$2,250/quarterly, no audit price pages 39-61
 - 2. Creative Play - \$1,181/monthly, no quarterly pricing, \$3,150 audit pages 62-110
 - 3. Evans Play – no bid
 - 4. Terra West - declined
 - 5. Not in 2014 Budget but is recommended by insurance carrier – To be paid out of Operating 6375 Park or 6367 General
 - 6. RFP request a price for monthly and quarterly per the Board request
 - D. Landscape Consultant – Motion/Discuss/Review the approval of Landscape Consultant (Sandrock, Brody) page 111
 - 1. Sage Design – no bid
 - 2. HCI - \$18,993 base fee, \$9,442 Option 1, \$5,176 Option 2 pages 112-145
 - 3. JW Zunino - \$48,750 plus additional fees if needed pages 146-170
 - 4. Schilling Horticulture – no bid
 - 5. Not in 2014 Budget – if approved to be paid out of Operating 6315 Landscape Other
 - 6. See 2014 Approved Landscape Report for remaining amount left
 - 7. 4 out of 6 members of the Landscape Committee (2 were absent) recommend approval of HCI with all opinions in the amount of \$33,611 with the 60 day completion
 - E. Elimination of Statement under certain reasons – Motion/Discuss/Motion to approval of the elimination of statements for zero balance, credit balances and ACH homeowners (Sandrock) page 171
 - 1. See New Business A
 - F. Architectural Review Committee Charter– Motion/Discuss/Review to approve the Water Use Committee Charter (Sandrock) pages 172-173
 - G. Water Use Committee Charter – Motion/Discuss/Review to approve the Water Use Committee Charter (Rowcliffe) pages 174-175
 - H. Update on the management RFP (Brody/Berk)- Motion/Review the progress pages 176-182
 - I. The Estates installation of security camera and pole – Motion/Discuss/Review to approve/deny the installation of the security camera and pole (Sub Association) pages 183-187

- J. Board Meeting Food and Beverage – Motion/Discuss/Review alternative ideas of the food and beverage allotments (Sandrock) page 188

VI. NEW BUSINESS

- A. Introduction to eStatements – Motion/Discuss/Review to approve addendum to the management agreement to offer the homeowners the ability to accept their statement via email (Terra West) pages 189-190
 - 1. Mailings (i.e. flyers, policies, etc.) will still be mailed USPS
- B. Adding new BBQ to parks – Motion/Discuss/Review to approve the RFP to bid out for new BBQ for parks without BBQ (Board) pages 191-195
 - 1. Not in the 2014 Budget – if approved after receiving bids to be paid out of Operating 6375 Parks and added to the next Reserve Study
- C. Collection Policy – Motion/Discuss/Review to approve the adding in an amount of fines in collection policy (Board) pages 196-203
 - 1. Board requested at the last executive meeting to add in an amount for violations
- D. Landscape Refurbishment of Amargosa Trail from Coronado Center to Green Valley Parkway - Motion/Discuss/Review to open sealed bids and possible approval of the landscape refurbishment of Amargosa Trail from Coronado Center to Green Valley Parkway (Landscape Committee) page 204
 - 1. In the 2014 Budget depending on price – if approved to be paid out of Operating 6315 Landscape Other or Reserve Account also has landscape renovation for 2014
 - 2. See 2014 Approved Landscape Report for remaining amount left
- E. Landscape Refurbishment of the south side of Desert Shadow Trail- Motion/Discuss/Review to open sealed bids and possible approval of the landscape refurbishment of Desert Shadow Trail (Landscape Committee) page 205
 - 1. In the 2014 Budget depending on price – if approved to be paid out of Operating 6315 Landscape Other or Reserve Account also has landscape renovation for 2014
 - 2. See 2014 Approved Landscape Report for remaining amount left
- F. GB Group Change Order and Progress billing – Motion/Review/Discuss with guidance of legal’s opinion to approve or deny the change order for \$1,568.00 and/or pay the progress billing of \$15,000 (Management) pages 206-211
 - 1. Paid out of Reserves
- G. Sidewalk Inspection Guidelines – Motion/Discuss/Review the guides to use within the policy and have legal counsel draft the policy the Board and inspector to use (Board) pages 212-214
 - 1. ADA Requirements
 - 2. Safe Sidewalks
- H. Opinion on requirements for obtaining multiple bids – Motion/Discuss/Review to approve with or without changes of the opinion and the release of the opinion to the members (Rowcliffe) pages 215-217
- I. Opinion on ARC approval of common area changes and modifications – Motion/Discuss/Review to approve with or without changes of the opinion and the release of the opinion to the members (Rowcliffe) pages 218-220
- J. 2014 Reserve Study and potentially beyond – Motion/Discuss/Review to create a new RFP or accept the previously one for a 2014 Reserve Study and potentially beyond (Sandrock) pages 221-225
 - 1. Not in the 2014 Budget – If approved to be paid out of Operating 6465 Reserve Study
 - 2. Not required by law

- K. The cost of upgrading the website – Motion/Discuss/Review the coding of the \$5,000 cost of the new website to 2013 or 2014 (Sandrock) pages 226-230

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 – See New Business F
- D. Cozy Hill Park padding
- E. Replace the playground equipment and padding at Friendship Park- Reserve CID 1301.1305 and 1302.1306 (Holzwarth)
- F. 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 (Sandrock)
- G. Red Curbs – Currently working with City of Henderson and Legal counsel to come up with an agreement and work through some noticeable issues within the community

VIII. COMMITTEE REPORTS

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

pages 231-237

IX. HOMEOWNER LETTERS / REQUESTS

X. NEXT MEETING

- A. June 19, 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.