

GREEN VALLEY RANCH COMMUNITY ASSOCIATION

Board of Directors Meeting

Regular Agenda

July 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 Tasha Carrabotta, 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. VENDOR/GUEST

A. HCI – John Smith

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.

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|---|-------------|
| A. Approval of Minutes – June 19, 2014 | pages 1-9 |
| B. 2014 Approved Landscape Proposals Report | page 10 |
| C. Acceptance of Financials – May 2014 | pages 11-18 |
| D. Review of Litigation Disclosure | pages 19-22 |
| E. Next Meeting – August 21, 2014 | |
| F. Annual Calendar | pages 23-24 |
| G. Election and Budget Procedure Calendars | page 25 |

H. Priorities/Goals	page 26
I. Reserve Expense Report	pages 27-28
J. 2014 Pending Reserve Projects	page 29
K. 2015 Reserve Projects	page 30
V. FINANCIAL REVIEW	
A. Treasurers Report	
VI. 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 RFP for seeking a firm for survey (Schmalz)	page 31
1. Consumer Opinion Services	pages 32-36
2. BW Research Partnership	pages 37-40
3. Springboard	pages 41-48
4. 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 may be over budget	
B. Painting of mailboxes – Review the development management has done in regards to surveying the mailboxes and submitting work orders (Schmalz)	pages 49-60
1. Mailboxes have been photographed.	
2. Locations have been documented.	
3. Management is working on the work orders to USPS	
C. Develop an RFP for an HOA management consultant and management contract (Brody/Berk)	
D. Adding new BBQ to parks – Motion/Discuss/Review to approve for new BBQ for parks without BBQ (Board)	page 61
1. Bob Fix It - \$2,281.80	pages 62-71
2. Intertex - \$3,540.00	pages 72-76
3. MK House - \$3,150.00	pages 77-90
4. Nigro - \$4,953.15	pages 91-93
5. Not in the 2014 Budget – if approved to be paid out of Operating 6375 Parks and added to the next Reserve Study	
E. Collection Policy – Motion/Discuss/Review to approve the adding in an amount of fines in collection policy (Board)	pages 94-99
1. Board requested at the last executive meeting to add in an amount for violations	
F. GIS Mapping- Motion/Discuss/Review of opening sealed bids and possible approval of the GIS mapping (Ortega)	page 100
1. Management is obtaining sealed bids	
G. Response from Jaramillo on the Doggie Bag costs Demand Letter – Motion/Discuss/Review to approve action in regards to the doggie bag costs (Sandrock)	pages 101-103
H. Abatement and Right to Entry Policy – Motion/Discuss/Review to approve the Abatement and Right to Entry Policy(Sandrock)	pages 104-107
I. Retention Policy – Motion/Discuss/Review to approve retention policy (Sandrock)	
J. Amnesty Program - Motion/Discuss/Review to approve Amnesty Program (Sandrock)	pages 108-110
VII. NEW BUSINESS	

- A. Pest Control Contract – Motion/Discuss/Review to approve RFP to bid out pest control (Sandrock) pages 111-122
- B. Workshops – Motion/Discuss/Review to schedule workshops for collection policy, management RFP, Meeting Madness and collection contract (Management)
 - 1. Collection Policy – tentative, Wednesday, August 6th at 6:30pm
 - 2. Management RFP
 - 3. Collection Contract/Fees - tentative, Wednesday, August 6th at 6:30pm
 - 4. Meeting Madness – tentative, Wednesday, August 20th at 6:30pm
- C. Reserve Study – Motion/Discuss/Review to select a vendor and level of study (Sandrock) pages 123-125
 - 1. Not is the 2014 Budget – if approved to be paid out of Operating and it will be over budget
- D. Park Pro Audit of the Parks – Motion/Discuss/Review to approve the audits of
 - 1. Bobtail Circle Park pages 126-132
 - 2. Josh Stevens Park pages 133-141
 - 3. Strawberry Hill Park pages 142-149
 - 4. Cozy Hill Park pages 150-157
 - 5. Summerwood Circle Park pages 158-164
 - 6. Wingbrook Avenue Park pages 165-172
 - 7. Friendship Park pages 173-181
 - 8. Summit Ridge Lane Park pages 182-188
 - 9. Camelback Ridge Ave Park pages 189-194
 - 10. Summary (Sandrock) pages 195-197
- E. RSI V Cuts in Phase 1 – Motion/Discuss/Review the approval of work order 140226-A for 5 V cuts (Management) pages 198-203
 - 1. This would come out of Reserves CID 208.1006
 - 2. During stucco repair, it was noticed this area was previously repaired with stucco.
- F. Fountain Hills ARC for new fountains – Motion/Discuss/Review the approval of new fountains at both entries (Management) pages 204-209
 - 1. ARC Committee reviewed and recommends approval

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. Drinking Fountain Update
- D. Replace the playground equipment and padding at Friendship Park- Reserve CID 1301.1305 and 1302.1306 (Holzwarth)
- E. 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
- F. Return Mail

IX. COMMITTEE REPORTS

- A. Newsletter/Website/Web Portal
- B. Landscape pages 210-211
- C. Architectural

- D. Social
- E. Safety & Security
- F. Government Relations
- G. Finance Committee
- H. Management Report

pages 212-218

- X. HOMEOWNER LETTERS / REQUESTS
- XI. NEXT MEETING
 - A. August 21, 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 kfyler@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.