

GREEN VALLEY RANCH COMMUNITY ASSOCIATION
Board of Directors Meeting
Regular Agenda
September 18, 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

Management

Kristin Fyler, Supervising Community Manager, CMCA®, AMS®, PCAM® and Tasha Carrabotta, 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. Sam Bateman
- IV. COMMITTEE REPORTS
 - A. Newsletter/Website/Web Portal pages 1-7
 - B. Landscape page 8
 - C. Architectural
 - D. Social
 - E. Safety & Security
 - F. Government Relations
 - 1. BDR List page 9
 - G. Finance Committee
 - H. Management Report pages 10-17
- V. 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 – August 21, 2014 pages 18-24
- B. 2014 Approved Landscape Proposals Report page 25
- C. Acceptance of Financials – July 2014 pages 26-32
- D. Review of Litigation Disclosure pages 33-36
- E. Next Meeting – October 16, 2014
- F. Annual Calendar pages 37-38
- G. Election and Budget Procedure Calendars page 39
- H. Priorities/Goals page 40
- I. Reserve Expense Report pages 41-42
- J. 2014 Pending Reserve Projects page 43
- K. 2015 Reserve Projects page 43a

VI. FINANCIAL

- A. Treasurers Report
- B. 2015 Draft Budget Operating and Reserve Budget – Motion/Review/Discuss to approve items or the 2015 Budget Operating and Reserve Budget
Pages 44-56

VII. UNFINISHED BUSINESS

- A. Workshops – Motion/Discuss/Review to schedule workshops for collection policy, management RFP, Meeting Madness and collection contract (Management) – Thursday, September 25th, Tuesday, September 30th start at (need time)
 - 1. Collection Policy, Contract/Fees – tentative
 - 2. Management RFP
 - 3. Budget
 - 4. Meeting Madness – tentative
 - 5. Survey on various topics such as Community Events, Committee Participation, Preferred Communication Channels, Resident Satisfaction, Resident Priorities, etc.
- B. GIS Mapping- Motion/Discuss/Review of opening sealed bids and possible approval of the GIS mapping (Ortega) page 57
 - 1. Not in the 2014 Budget – when bids are open and if the board decides to continue it is to be paid out of Operating , it may be over budget
- C. Amnesty Program - Motion/Discuss/Review to approve Amnesty Program (Sandrock) page 58
- D. Pest Control Contract – Motion/Discuss/Review to open sealed bids and possible approve a pest control contract (Sandrock) page 59
 - 1. In Operating Budget for 2014 and 2 contracts are already in place
 - 2. Apple Extermination - \$1,110 mth pest/\$1,480 mth rod = \$2,590
pages 60-63
 - 3. Elite - \$2,350 mth pest/included rod = \$2,350 pages 64-73
 - 4. Greenway Pest - \$1,040 mth pest/add't fee rod = \$1,040 plus
pages 74-95
 - 5. Western Exterm. - \$1,798 mth pest/included rod = \$1,798
pages 96-117
 - 6. Additional information pages 118-124
- E. Park Repair and Maintenance Issues – Motion/Discuss/Review to open sealed bids and possible approve a contract for park repairs and maintenance (Holzwarth) page 125

1. In Operating Budget for 2014 expense code 6377 but depending on the repair item it can be Reserve expense, the CID number would be determine base on the repair and the park
 2. Park Pro - \$14,624 pages 126-147
 3. Green Living - \$34,742 pages 148-165
 4. Creative Play and Evans – no bid
- F. Bids for replacement of ground surfacing and play equipment for Friendship Park and Summit Ridge Park – Motion/Discuss/Review to open bids and possible approval for replacement of ground surfacing and play equipment (Holzwarth) page 166
1. Will come out of Reserves with CID numbers 1301.1204, 1302.1205, 1301.1305 &1302.1306
- G. HCI Report – Motion/Discuss/Review to accept or receipt of report (Committee)
1. Previously emailed via Dropbox and hard copy deliver prior or as board packet delivery
- H. Audit and Tax Return for 2014 – Motion/Discuss/Review to open bids and possible approval for an Audit and Tax Return for the 2014 financials (Sandrock) page 167
- I. Backflow valve services – Motion/Discuss/Review to open bids and possible approval for backflow valve testing, repair and replacements (Sandrock) page 168
- J. Sample of power washing a few mailboxes – Motion/Discuss/Review to approve a sample power washing of a few mailboxes (Schmalz) pages 169-175
- K. Consultant fee of \$115 per hour – Motion/Discuss/Review to approve a set number of hours at \$115 per hour per month for the consultant to review and assist the landscape committee on RFPs and proposals (Ortega)

VIII. NEW BUSINESS

- A. MK Consultant Sidewalk Contract – Motion/Discuss/Review of the approval contract currently in place (Holzwarth) pages 176-191
- B. Installation of lighting on the trail across from Friendship Park RFP – Motion/Discuss/Review to approve the RFP for the installation of lighting on the trail across from Friendship Park (Board) pages 192-194
1. Come out of Operating – not budget for
- C. RFP for park furniture replacement – Motion/Discuss/Review to approve the RFP for park furniture replacement (Management) pages 195-198
1. This would come out of Reserves CID 1307.1706, 1307.1606, 1307.1106, 1307.1310, 1307.2007
- D. RSI V Cuts in Phase 1 – Motion/Discuss/Review the approval of work order 140226-B for 2 V cuts (Management) pages 199-203
1. This would come out of Reserves CID 208.1006
 2. During stucco repair, it was noticed this area was previously repaired with stucco.
- E. Resignation of David Berk – Motion/Discuss/Review to accept the resignation of David Berk (Berk) page 204
- F. Wall Repair and paint – Motion/Discuss/Review to approve the wall repair and paint for \$2,600. (Management) pages 205-213
- G. New Homeowner Orientation – Motion/Discuss/Review the approval of creating a new homeowner orientation (Sandrock) pages 214-215
- H. Website and Newsletter Information - Motion/Discuss/Review to approve the creation of a RFP for website and newsletter contract (Sandrock) pages 216-217

- I. Ad Hoc Committee for CC&R changes or replacement system for board members – Motion/Discuss/Review the approval of creating an Ad Hoc Committee for CC&R changes or replacement system for board members(Sandrock) pages 218-219

IX. INFORMATIONAL/UPDATES

- A. Update of electrical engineer on
 - 1. 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. 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
- D. Return Mail
- E. Mailboxes – Review the development management has done in regards to surveying the mailboxes and submitting work orders (Schmalz) pages 209-220
 - 1. Mailboxes have been photographed and location documented.
 - 2. Management has submitted over 55 work orders to USPS

X. HOMEOWNER LETTERS / REQUESTS

XI. NEXT MEETING

- A. October 16, 2014

XII. BOARD MEMBERS CLOSING COMMENTS

- XIII. 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.

XIV. 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.