

GREEN VALLEY RANCH COMMUNITY ASSOCIATION  
Board of Directors Meeting  
Regular Agenda  
January 15, 2015  
6:30 PM  
DESERT WILLOW COMMUNITY CENTER  
2020 W. HORIZON RIDGE PARKWAY  
HENDERSON, NV 89012

**Board Members**

Phil Brody	President
Jocelyn Holzwarth	Vice President
Rick Schmalz	Treasurer
Lisa de Marigny	Secretary
Lisa Ortega	Director
Paul Rowcliffe	Director
David Sanchez	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. COMMENTS FROM THE NEW PRESIDENT
  
- IV. GUESTS
  - A. City of Henderson – Pavilion Sign page 1
  - B. Bella Vista – Board is requesting the Master to help split the cost of installing a pony wall at the bottom of the wrought iron fence pages 2-9
  
- V. COMMITTEE REPORTS
  - A. Newsletter/Website/Web Portal
  - B. Landscape
  - C. Architectural
  - D. Social
  - E. Safety & Security
  - F. Government Relations
    - 1. BDR List pages 10-11
  - G. Finance Committee
  - H. Water Use
  - I. Management Report pages 12-18

VI. 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 – November 20, 2014 pages 19-24
- B. 2014 Approved Landscape Proposals Report page 25
  - 1. 2015 Report will start next month
- C. Acceptance of Financials – October and November 2014 pages 26-43
- D. Review of Litigation Disclosure pages 44-47
- E. Next Meeting – February 19, 2015
- F. Annual Calendar pages 48-49
- G. Priorities/Goals page 50
  - 1. Received majority of the Board, need remaining and management will combine the goals to five
- H. Reserve Expense Report pages 51-53
- I. 2015 Pending Reserve Projects page 54
- J. 2016 Reserve Projects page 55

VII. FINANCIAL

- A. Treasurers Report
  - 1. October Operating Fund Adequacy Calculation page 56
  - 2. Fund Investment Plan pages 57-58
  - 3. November Operating Fund Adequacy Calculation page 59
  - 4. Recommendation for additional reserve funding for 2014 year page 60

VIII. UNFINISHED BUSINESS

- A. Workshops – Motion/Discuss/Review to schedule workshops for collection policy, management RFP, Meeting Madness and new homeowner orientation (Management) –
  - 1. Management RFP
  - 2. Landscape and Tree Maintenance Review
  - 3. Meeting Madness
  - 4. New Homeowner Orientation
- B. GIS Mapping- Motion/Discuss/Review to open bids and possible approval of GIS mapping (Board) page 61
  - 1. Not in the 2015 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. Website and Newsletter RFP - Motion/Discuss/Review to approve the RFP for website and newsletter contract (Sandrock) pages 62-64
- D. Lighting at corner of Green Valley and Wingbrook – Motion/Discuss/Review to open bids and possible approval of lighting of corner (Schmalz) page 65
  - 1. ISG - \$11,160 pages 66-70
  - 2. ABM - \$6,781 pages 71-76
  - 3. To be paid out of Reserves CID 1603.1027
- E. Survey of residents – Motion/Discuss/Review to postpone opening bids from companies for the survey of residents (Schmalz) page 77
  - 1. To be paid out of Operating
  - 2. Only received one – following up with other companies
- F. Wall Repair on Doe Run that leads to Benji – Motion/Discuss/Review to approve the wall repair on wall on Doe Run that leads to Benji page 78
  - 1. Intertex - \$3,250 pages 79-84

2. Nigro - \$2,632.50 pages 85-92
  3. RSI - \$3,112 page 93
  4. To be paid out of Reserves CID 1005.1022
- G. Installing a safety component for the drop off at the Cozy Hill Park –  
Motion/Discuss/Review to approve installation of a component (Management) page 94
1. Park Pro - \$3,830 pages 95-101
  2. Intertex – min \$4,130 with max of \$5,026 pages 102-110
  3. Creative Play – no bid
  4. Green Living - \$12,576 pages 111-116
  5. To be paid out of Operating, not budgeted for
  6. To be added to the next Reserve Study

IX. NEW BUSINESS

- A. Board liaison – Motion/Discuss/Review the appointment of Board liaison (Management)
1. Legal Counsel
- B. Re-Appointment of Current Committee members – Motion/Discuss/Review the re- appointment of current members to each committee (Management)
1. Landscape page 117
  2. Architectural page 118
  3. Social page 119
- C. Appointment of new members to the Social Committee –  
Motion/Discuss/Review to appointment of new member to social committee (Management) pages 120-122
- D. Appointment of new member to the Security & Safety Committee –  
Motion/Discuss/Review to appointment of new member to the security and safety committee (Management) pages 123-124
- E. Acceptance of the resignation of Candy Lappen from the ARC Committee –  
Motion/Discuss/Review the acceptance of the resignation of Candy Lappen from the ARC Committee (Management) page 125
- F. Landscape Maintenance bids – Review/Discuss/Motion to open sealed bids for landscape maintenance bids (Management) page 126
- G. Tree Maintenance bids – Review/Discuss/Motion to open sealed bids for tree maintenance bids (Management) page 127
- H. Approval of the Evaluation Process and Distribution - Review/Discuss/Motion to approve the evaluation process and distribution to the landscape committee and Board (Brody)
1. To be sent to the board prior or at the meeting.
- I. Recommendation from HCI for monument areas on the raised circular planters – Review/Discuss/Motion to create RFP per recommendations from HCI (Landscape Committee) pages 128-129
1. All landscape committee members agreed to bid all options out
- J. Proposal from HCI for landscape management for \$9,430.00 –  
Motion/Discuss/Review to approve/deny/postpone the approval of HCI proposal for landscape management in the amount of \$9,430 (Landscape Committee) pages 130-131
1. All landscape committee members agreed on this proposal
  2. To be paid out of Operating
- K. RFP created by HCI for tree root management – Motion/Discuss/Review to approve/deny postpone the RFP created by HCI for the tree root management (Landscape Committee) pages 132-143
1. All landscape committee members agreed on this proposal

- L. Release of the HCI Landscape Assessment to Jaramillo – Motion/Discuss/Review to release the HCI landscape assessment to Jaramillo for a response to the report (Landscape Committee)
    - 1. All landscape committee members agreed on this
  - M. Street Lighting at Amazing Valley and Palomino Village – Motion/Discuss/Review the City of Henderson’s response to the lighting issue (Management)
    - pages 144-148
  - N. Intertex Proposal to remove Styrofoam pillar cap and install concrete cap – Motion/Discuss/Review the approve of Intertex proposal in the amount of \$585.00 to replace the pillar cap (Management)
    - pages 149-151
    - 1. To be paid out of Reserves CID 1005.1022
  - O. Renewal of CAI membership – Motion/Discuss/Approval of the renewal of the CAI membership in the amount of \$515 that expires in March 2015 (Management)
    - pages 152-153
    - 1. To be paid out of Operating
    - 2. It is budgeted for
  - P. Part-time staff revisit at 6 months – Motion/Discuss/Approval of continuing or discontinuing with the part-time staff for return call, 60 day notices and misc. projects (Management) @ 472 per month estimate
    - 1. 6 months expires 1/21/15
  - Q. Painting on numbers on all light poles – Motion/Discuss/Approval to approve/deny/postpone Bob Fix It in the amount of \$650.00 to paint on numbers on all light poles (Management)
    - page 154
    - 1. To be paid out of Reserves CID 211.1012
  - R. Intertex Proposal to replace missing block column on the wall facing the trail behind Hidden Ranch – Motion/Discuss/Review the approval/denial/postpone of the Intertex proposal in the amount of \$1,165 (Management)
    - pages 155-158
    - 1. To be paid out of Reserves CID 1005.1022
  - S. Intertex Proposal to repair and paint damage to block wall behind Lily Pond – Motion/Discuss/Review the approval/denial/postpone of the Intertex proposal in the amount of \$2,025 (Management)
    - pages 159-161
    - 1. To be paid out of Reserves CID 1005.1022
    - 2. Car Accident no police report
  - T. Appointment of new members to the Water Use Committee – Motion/Discuss/Review to appointment of new member to Water Use committee (Management)
  - U. Estates ARC Application – Motion/Discuss/Review to approve with conditions the replacing of gates, raising of walls, installation of shepherds hooks and installing of landscaping (ARC Committee/Sub Association)
    - pages 162-180
    - 1. ARC Committee recommends approval with the following conditions:
      - permits when necessary and landscape plans to be submitted prior to installations
- X. INFORMATIONAL/UPDATES
- A. Asphaltting the trail across from Friendship Park Update
  - B. Return Mail
  - C. Mailboxes – Review the development management has done in regards to surveying the mailboxes and submitting work orders (Schmalz)
    - 1. Mailboxes have been photographed and location documented.
    - 2. Management has submitted over 55 work orders to USPS
- XI. HOMEOWNER LETTERS / REQUESTS
- A. Mailboxes
    - page 181

XII. NEXT MEETING

A. February 19, 2015

XIII. BOARD MEMBERS CLOSING COMMENTS

XIV. 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.

XV. 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](http://www.terrawest.com) or via email from [kfyler@terrawest.com](mailto: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.