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FirstService RESIDENTIAL

DAYTON VALLEY COMMUNITY ASSOCIATION

Dayton Valley Board of Director's Meeting

February 28, 2024 5:00 PM
Dayton Valley Golf Clubhouse
101 Palmer Avenue
Dayton, NV

MINUTES

Directors Present
Carla Cole - President
Dennis Drury - Vice President
Katherine Mitchell - Treasurer
James Kepler - Director
Eugene Cowles Jr - Director
Alvin Kreie - Director
Sandra Mass Trs - Secretary

Directors Absent
None

Additional Attendees
Dawn Osterode, Community Manager, FirstService Residential
Stephanie Viau, Regional Director, FirstService Residential

I. ESTABLISHMENT OF QUORUM AND CALL TO ORDER

Resolved

The Board members present were: Carla Cole, Dennis Drury, Katie Mitchell, Sandy Mass, Jim Kepler, Doug Kreie, and Gene Cowles.

With a majority of the Board Present, a quorum has been established and Carla Cole called the meeting to order at 5:00 p.m.

II. PLEDGE OF ALLEGIANCE

III. EXECUTIVE SESSION ACKNOWLEDGEMENT, IF ANY

Resolved

In accordance with NRS 116.31085, the Board of Directors met in executive session prior to this meeting on February 28, 2024 and reviewed the following items: (Minutes/Legal Matters/Pending Litigation/Non-Compliance Matters/Delinquency Matters).

IV. HOMEOWNER OPEN FORUM – AGENDA ITEMS ONLY

Janice Hoquette, 305 Bayhill: inquired on the process to obtain a remote and was deferred to management after the meeting. Suggested the Board consider changing out the lights at the entrance to a softer bulb.

V. APPROVAL OF MINUTES

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Resolved

The Board reviewed and motioned to approve the January 24, 2024 Board of Directors Meeting.

Motion: Sandra Mass Trs
Second: Alvin Kreie

▶ ***Resolved***
The motion passed unanimously

VI. FINANCIALS

A. DECEMBER 2023 FINANCIALS

Resolved

Treasurer's Report below is specific to period ending December 31, 2023, presented by Katie Mitchell, Treasurer:

BALANCE SHEET:

Cash in Operating Accounts	$194,938.77
Cash in Reserve Accounts	$2,388,127.37

DELINQUENCIES

Assessment Delinquencies	$5,367.00
Fine Delinquencies	$35,480.00
Misc. Homeowner Delinquency	$7,192.79
# of Accounts in Collections & Status	7

INCOME AND EXPENSE STATEMENT

Expenses (over)/under budget month	$18,612 over budget for the month
Expenses (over)/under budget year to date	$18,315 **under** budget for the **year**

RESERVE FUNDING DISCLOSURE:

The Association is in compliance with NRS 116.3115(2)(b) which states that the reserve funds have not been used for daily maintenance.

To acknowledge that the Board has fulfilled their duty to review the year to date financial statements for periods ending December 31, 2023, including the reconciliation of the operating and reserve accounts, the actual revenues and expenses for the operating and reserve accounts compared to this year's budget, subject to current NRS year-end audit.

A motion was made to accept the unaudited financials through the period ending December 31, 2023.

Motion: Katherine Mitchell
Second: Carla Cole

▶ ***Resolved***
The motion passed unanimously

VII. REPORTS

A. MANAGEMENT REPORT

Management provided a report and overview of the monthly activity report: 1 ARC submittals, 135 calls to the care center with a focus on balance and payments, and 61 violations issued with a majority being fencing related.

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Dawn Osterode has transitioned as the Community Manager, working with the Board on a weekly project Action List and proactively calendaring tasks for enhanced transparency and tracking for the Association. Projects over the last 1 month have included: sending the nomination forms forms for the Board of Directors election (due: March 28th at 8am for 4 seats on the Board), coordinating streetlight work orders with NV Energy, facilitating the insurance renewal on 2/25, establishing a meeting with Legacy 49, coordinating repairs to the cameras and gates, including the Cruden Bay fence repairs which are scheduled the week of March 20-25th. Projects included obtaining bids from Better Reserve Consultants, EPS and Sierra Access Gate for work outlined on todays agenda.

B. PRESIDENT'S REPORT

Carla Cole provided a verbal report to recap the efforts made over the last month and the transition of management.

C. LANDSCAPE COMMITTEE

Carla Cole, Landscape Committee Liaison provided the following report:

- Palmer Entrance Update - plants came in sooner than planned and are "winter survivors" so, they were planted by Brightview, in lieu of sitting in storage.

D. ARCHITECTURAL COMMITTEE

Doug Kreie, ARC Chair. Jim Kepler, ARC Liaison clarified that staining of fences is not required however, if an owner would like to stain their fence, architectural approval should be obtained prior to application. If already stained and looking to re-stain the same color, no architectural approval is required.

E. INFRASTRUCTURE COMMITTEE

Dennis Drury, Committee Liaison advised the committee did not meet last month. Susan Cooper advised that the upcoming meeting is open to the membership and they will be discussing: (a) slurry seal for either this year or next, (b) pot holes on St. Andrews, Bay Hill and (c) streetlights.

F. RULES & REGULATIONS COMMITTEE

Gene Cowles, Committee Liaison advised that the inspection focus has been tied to maintenance of fencing and will be redirected to spring weeds as the weather changes. Carla Cole advised that the next newsletter will have details on the political sign regulations and ask members to please review.

G. NEWSLETTER COMMITTEE

Katie Mitchell, Committee Liaison updated the community that the conversion from word to Canva has allowed for increased collaboration.

H. IT COMMITTEE

Sandy Mass, Committee Liaison (Webmaster) outlined a change to the website for the option of "Stripe" for payments however, the Association does not use this feature. The "Send To" option for mass emails has also been added as a new feature. Please continue to provide local community photos. Statistics for this past month are as follows:

- 23 Parking Passes - January
- 58 New Account Registrations - 2023
- 2 New Account Registrations - YTD 2024
- The newsletter was sent to 752 emails and there were 413 views, representing a 52%+ open/read rate.

I. GATES & MONITORING COMMITTEE

Dennis Drury, Committee Liaison reported that the Bay Hill gates were installed today. However, both gates will be locked open as a preventative measure due to the pending storm system. In addition, since the last

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meeting, it was identified that when power goes out at the cameras, the reboot of the system generates new IP addresses which require programming at the gate house.

Future discussion at the March meeting will be tied to gate times, as the Palmer gate is open 5:30am to 8:00pm and the Bay Hill gate is open from 6:00am to 9:00am and then 3:00pm to 6:00pm. A homeowner inquired on the recording schedule of the cameras, it was confirmed they record 24/7.

J. BUDGET COMMITTEE

Katie Mitchell, Committee Liaison updated the members that the next meeting will be in August/September.

VIII. ACKNOWLEDGEMENT OF ACTION OUTSIDE OF MEETING, IF ANY

A. BRIGHTVIEW - GLEN EAGLE CT - PVB REPLACEMENT

History

Brightview had completed this repair in 2023, where there was a PVB that required replacement due to a water leak for $1,003.43. Although work was completed as an emergency action; Brightview did not receive a signed proposal and thus, has not been able to bill. Ratification of authorization of work; will allow them to bill for the work completed and close this matter. The Board confirmed they were unanimous in their consent to have the work completed at that time.

IX. UNFINISHED BUSINESS

A. SIERRA GATE & CONTROL - PALMER GATE CONTROL BOARD REPAIR UPDATE

Resolved

Sierra Gate & Control provided proposal of $2,205.18 to remove and replace control boards which are failing at Palmer Gate. **Work has been completed; invoice was received for processing.**

B. STREET PARKING ENFORCEMENT - LEGAL OPINION

Resolved

Carla Cole reviewed that the Association will continue its efforts to address parking matters through the compliance policy as supported by the CC&Rs and Rules and Regulations.

C. JP FENCE REPAIR PROJECT UPDATE - CRUDEN BAY

Resolved

The Board has approved a proposal from JP Fence for $3,540 to replace the full section of the fence, adjacent to 252 Cruden Bay. Posts will be placed March 25th and the panels will be installed on March on March 29th. This will be a **reserve expense.**

D. LEGACY 49 PROJECT

Resolved

Jamiee with Legacy 49 set a workshop with management and the Board on February 23rd to discuss the details of the project and impact on Dayton Valley. The Association will be coordinating a Town Hall in March for the members to hear the presentation directly.

X. NEW BUSINESS

A. EPS REPORT FROM CLEAN OUT - RECOMMENDATIONS

The Board discussed the proposal from Environmental Protection Services based off their previously approved scope of work to scope the drainage and determine the cause of the flooding on Champions Dr. The quote for $8,750 is to remove the blockage located 135' east of Storm Drain Manhole with pipe camera footage. Excavate pipe outfall & repair any damage to pipe. Install proper Rip Rap outfall protection. Jim

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commented that the drainage may be tied to lake #2 on the golf course and it will be monitored from the golf course perspective if flooding continues.

Motion: Sandra Mass Trs
Second: Dennis Drury

- ***Resolved***
  The motion passed unanimously

B. RIVER VISTA STORAGE - ANNUAL PAYMENT VS MONTHLY

Resolved

The monthly rental of the community storage unit at River Vista Storage has been paid on Carla Cole's personal credit card at $78/month and reimbursed by the Association. The storage facility will not provide an invoice in advance to process through the normal AP process. The Board moved to approve to pre-pay River Vista Storage for one (1) year, totaling $936/year.

Motion: Carla Cole
Second: Sandra Mass Trs

- ***Resolved***
  The motion passed unanimously

C. SIERRA ACCESS GATE - PREVENTATIVE MAINTENANCE CONTRACT

Resolved

The Board reviewed the proposal from the current gate service provider Sierra Access for monthly vs quarterly preventative maintenance service on the gate equipment. The 2024 budget for Gate Maintenance is $2,400/year. The motion was to renew the contract to sustain the quarterly preventative maintenance service.

Motion: Dennis Drury
Second: Sandra Mass Trs

- ***Resolved***
  The motion passed unanimously

D. BAYHILL GATE REPAIRS

Resolved

Dennis Drury advised this project was completed and reported on during the committee report section.

E. PALMER GATE - MOUNTAIN ALARM 02/08 SITE VISIT DISCUSSION

Resolved

Dennis Drury advised this was reported on during the committee report section.

XI. SCHEDULING OF NEXT BOARD MEETING

A. WEDNESDAY, MARCH 27, 2024

Resolved

The next Board of Directors shall be Wednesday, March 27, 2024 at 5pm.

XII. HOMEOWNER OPEN FORUM – ALL ITEMS

- Mitch Feather - 345 Bayhill Circle. Requested the Board reconsider keeping the gates locked open, as he has observed an increase in solicitations.

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- Janice Hoquette - 305 Bayhill Circle. Inquired of the members if anyone has a rotten egg smell coming from their water pipes for the first 30 seconds of operation. Jim advised this is a historical county issues and she should contact the County to identify their course of action to address.
- Mary Hawkins - 506 La Quinta. Requested instructions from management on obtaining a gate remote and would like to discuss a non-compliance notice received, to be addressed post meeting. Board confirmed that any change requests to her landscape, would require prior written approval of the Association, tied to her questions on tree replacement and recommendations on tree types. It was also confirmed there are 842 units.

XIII. ADJOURNMENT

Resolved

The meeting was adjourned at 5:45pm.

Motion: Dennis Drury
Second: Alvin Kreie

▶ ***Resolved***
The motion passed unanimously



4/8/2024

APPROVED Sandra Mass **DATE**