FirstService
RESIDENTIAL

# DAYTON VALLEY COMMUNITY ASSOCIATION

## Board of Director's Meeting

June 28, 2023 5:00 PM
Dayton Valley Golf Course Clubhouse
101 Palmer Avenue
Dayton, NV

**MINUTES**

**Directors Present**
Katherine Mitchell - Treasurer
James Kepler - Director
Dennis Drury - Vice President
Sandra Mass 2020 Tr - Secretary
Eugene Cowles Jr - Director
Alvin Kreie - Director

**Directors Absent**
Carla Cole - President

**Additional Attendees**
MikKenzy Lipkowitz, FirstService Residential

### I. ESTABLISHMENT OF QUORUM AND CALL TO ORDER

**Resolved**

With a majority of the Board Present, a quorum has been established and we will call the meeting to order. Today is Wednesday, June 28, 2023, and the time is 5:00 pm.

### 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 June 28, 2023, and reviewed the following items: (Minutes/Legal Matters/Pending Litigation/Non-Compliance Matters/Delinquency Matters).

### IV. HOMEOWNER OPEN FORUM – AGENDA ITEMS ONLY

518 Stonehaven (Gallisdorfer) - stated that the crack seal is listed on the agenda and wants to know if there will be quality control of the project as the street sweeping was poorly done.

610 Champions (Miller-Hobbs) - stated that this meeting was not noticed in accordance with NRS and she has been unable to access the DVCA website and had reached out to Katie and Sandy to reset the information. Management stated that the meeting was noticed in accordance with NRS 116 and was posted

to the Dayton Valley website hosted by FirstService Residential through your resident portal. The annual calendar was also mailed to all homeowners with the budget in November 2022.

## V. APPROVAL OF MINUTES

**Resolved**

A motion was made to approve the minutes from the May 24, 2023 Board of Director's meeting with corrections.

**Motion:** Sandra Mass 2020 Tr
**Second:** Eugene Cowles Jr

► ***Resolved***
***The motion passed unanimously***

## VI. FINANCIALS

### A. APRIL 30, 2023 FINANCIALS

**Resolved**

The Board acknowledged that they have fulfilled their duty to review the financial summary and financial statements for period ending April 30, 2023 including the reconciliation of the operating and reserve accounts, the actual revenue and expenses for the operating and reserve accounts compared to this year's budget, subject to current NRS and/or NAC year-end audit or review.

### B. BANK ANALYSIS

**Resolved**

The Board reviewed the analysis provided by FFI, after discussion the board agreed to table any action until the next board meeting. Katie Mitchell stated that she would like to ensure the liquidity of the reserve funds for the upcoming and anticipated reserve projects.

## VII. LEGAL UPDATES

**Resolved**

Nothing at this time.

## VIII. REPORTS

### A. MANAGEMENT REPORT

Management gave an overview of the monthly activity report, from May 24 - June 26, 2 architectural applications were submitted, 76calls were received to our call center mainly surrounding account balance information, and 49 violation notices were sent.

Management also reported that a "sinkhole" was brought to our attention on Saint Andrews and Lakeview and she has been in contacted with the Association's insurance company. We will be working with the insurance company on next steps.

### B. PRESIDENT'S REPORT

Nothing at this time.

### C. LANDSCAPE COMMITTEE

**Resolved**

Tom De Uriarte reported that the committee has been working with Brightview on enhancement projects, a few proposals were received by Brightview for the board to review at the July meeting.

## D. ARCHITECTURAL COMMITTEE

**Resolved**

Doug Kreie reported that they have been working diligently to reviewing the applications quickly so homeowners are not waiting too long to start a project. The committee has received three applications recently for new home builds that they will be looking at. He asked management whose responsibility it is to collect the fees that are due on new home applications. Management responded that it their responsibility to notify those owners before the applications can be approved. Jim Kepler clarified to the owners present that the fee that is collected on new home applications is in an attempt to offset some of the cost of the wear and tear on the community roads.

## E. INFRASTRUCTURE COMMITTEE

**Resolved**

Dennis reported that we will be setting up a meeting with SNC to determine what work is needed for the sinkhole.

## F. GATE/MONITORING COMMITTEE

**Resolved**

Dennis reported that the gates are operating great.

## G. RULES AND REGULATIONS COMMITTEE

**Resolved**

Gene Cowles reported that the board and committee requested an additional monthly inspection be completed by management, there will now be two compliance inspections per month for July, August, September, and October.

## H. NEWSLETTER COMMITTEE

**Resolved**

Katie Mitchell reported that a speed survey is currently being conducted and will be open until July 12th to collect feedback on speed concerns. It was able to be set it up so that only one vote could be recorded per household. The committee has also received a lot of positive feedback regarding the new format for the monthly newsletters and we will be updating the community logo and colors in the coming months.

## I. IT COMMITTEE

**Resolved**

Sandy Mass reported that the new BOX business plan has been opened up and the committee members have been assigned for testing purposes. We will be establishing a library for "view only" document repository to community documents and historical documents based on the advice they received by the Ombudsman to meet NRS requirements. The committee is also working to create an online application for parking passes, more to come on that.

## J. BUDGET COMMITTEE

**Resolved**

Katie Mitchell reported that they are looking for additional members to join the committee and the budget process with begin in late August for 2024.

## IX. ACKNOWLEDGEMENT OF ACTION OUTSIDE OF MEETING, IF ANY

None at this time.

## X. UNFINISHED BUSINESS

### A. REVISED CRACK SEAL PROPOSAL

**Resolved**

The Board reviewed the revised proposal from SNC to include the concrete curb and gutter joints. The board agreed to table any action until the next board meeting.

### B. DRAIN SCOPING/CLEANING PROPOSAL

**Resolved**

Management reported that she has been working with EPS to obtain a proposal to scope/clean the drains on Champions to keep it from flooding in the winter time. EPS stated that they were going to perform a site visit to see if they could tell if willow roots were the cause of the backup and create a plan. A proposal was not received in advance of this meeting and will be moved to the next board meeting.

## XI. NEW BUSINESS

### A. DOCUMENT SHREDDING PROPOSAL

**Resolved**

Katie Mitchell stated that management and the board would work together to determine the documents the Association is required to keep per NRS and which could be shredded as they are already in digital format. Once the boxes that could be destroyed are determined American Document Destruction would come onsite to the storage facility to shred and they charge per banker box.

A motion was made to not exceed $750.00 for the destruction of documents by American Document Destruction.

**Motion:** Dennis Drury
**Second:** Katherine Mitchell

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

## XII. SCHEDULING OF NEXT BOARD MEETING

### A. WEDNESDAY, JULY 26, 2023

**Resolved**

In accordance with NRS 116.31083 the next Board of Directors meeting is scheduled for July 26, 2023

## XIII. HOMEOWNER OPEN FORUM – ALL ITEMS

101 Poppy Hills (Nemeth) - stated that she was previously working with Cyndi on a $15.00 credit that was supposed to be applied to her account. Management stated that she would follow up with her after the meeting to get it resolved.

102 Poppy Hills (Strout) - asked if a parking pass is required if an RV is parked on the street for 48 hours or less for loading/unloading. Dennis clarified that a parking pass is not required for 48 hours, Katie mentioned that the committee could clarify that in the next newsletter.

## XIV. ADJOURNMENT

Resolved

The meeting was adjourned at 5:36pm.

APPROVED

DATE 7/26/2023

