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FirstService
RESIDENTIAL

# DAYTON VALLEY COMMUNITY ASSOCIATION

## Board of Director's Meeting

March 22, 2023 5:00 PM
Dayton Valley Golf Course Clubhouse
101 Palmer Drive
Dayton, NV

## MINUTES

**Directors Present**
Steven Gallisdorfer - Director
Katherine Mitchell - Treasurer
Dennis Drury - Vice President
James Kepler - Director
Carla Cole - Secretary
Leandra Carr - President

**Directors Absent**
Clinton Hall - Director

**Additional Attendees**
MikKenzy Lipkowitz, FirstService Residential

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

### 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 March 22, 2023, and reviewed the following items: (Minutes/Legal Matters/Pending Litigation/Non-Compliance Matters/Delinquency Matters).

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

Homeowner, Lisa Miller-Hobbs; 610 Champions Drive, emphasized that vendors should be vetted.

Homeowner, Paula Darragh; 211 Port Rush, asked if the snow removal contract is to include cul de sacs.

### V. APPROVAL OF MINUTES

**Resolved**

A motion was made to approve the February 22, 2023 Board of Directors meeting minutes as presented.

**Motion:** Carla Cole
**Second:** Dennis Drury

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

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## VI. FINANCIALS

### A. REVIEW JANUARY 2023 FINANCIALS

**Resolved**

The Board acknowledged that they have fulfilled their duty to review the financial summary and financial statements for period ending January 31, 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 INVESTMENT ANALYSIS

**Resolved**

The Board has tabled any action on the investment analysis and request a virtual meeting with FFI to discuss further.

## VII. LEGAL UPDATES

## VIII. REPORTS

### A. MANAGEMENT REPORT

Management reported that candidate statements have gone out and are due back this coming Friday, March 24th. We have received several inquires wanting to sign up for the text message alerts that FirstService offers. The March newsletter was mailed out on March 15th. Management also reviewed the monthly activity report from February 17 - March 17 reporting 79 inbound calls through the Call Center and 14 non-compliance letters were sent.

### B. PRESIDENT'S REPORT

President, Leandra Carr reported that the board recently met with management at a Board Workshop, the intention of the workshop was to become better aligned and have a better understanding of the community and the community goals for the year. It was very valuable and am grateful for the time everyone put in.

### C. LANDSCAPE COMMITTEE

**Resolved**

Committee Member, Carla Cole reported that the landscape committee met the other day and discussed snow removal and changing the trigger from 4" to 6" and should include the mailbox pads and gates.Stated that they are working with management on a landscape RFP. Would like to obtain proposals for the drainage ditch on Cruden Bay and the removal of grass on Palmer and replace with rocks.

### D. ARCHITECTURAL COMMITTEE

**Resolved**

Committee Member, James Kepler reported the the goal is to make the process easier to submit ARC applications. A designated email for ARC has been created on the DVCA website with a one page form to fill out. As a reminder if you are changing anything you must submit an ARC application.

### E. ROADS COMMITTEE

**Resolved**

Committee Member Lisa Miller-Hobbs reported that a proposal has been requested for crack seal. Dennis was tasked with getting some information regarding the drains from the county. Adding additional stop signs was discussed at the last meeting, the goal is to install 15-20 new stop signs over several years with putting in a couple each year. A policy/charter was created to be reviewed and approved which will include a confidentiality agreement.

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### F. GATE/MONITORING COMMITTEE

**Resolved**

Nothing at this time.

### G. RULES AND REGULATIONS COMMITTEE

**Resolved**

Nothing at this time.

### H. IT INFRASTRUCTURE COMMITTEE

**Resolved**

Committee Member, Katherine Mitchell reported that we have received the p-card and will continue to work with management regarding the boxes in storage to determine what options we have for digitizing DVCA records.

### I. NEWSLETTER AND WEBSITE COMMITTEE

**Resolved**

Committee Member, Katherine Mitchell reported that the committee will be getting together next week for the April newsletter and moving forward copies of the monthly newsletter will be available in the clubhouse to pickup.

### J. BUDGET COMMITTEE

**Resolved**

Committee Member, Katherine Mitchell requested if the committee can obtain copies of proposals to review during the budget process.

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

## X. UNFINISHED BUSINESS

### A. SNOW REMOVAL CONTRACT

**Resolved**

The Board has tabled any action on the snow removal contract so the roads committee and landscape committee can meet together and discuss snow placement and whether the trigger should be 4" or 6".

### B. STREET SWEEPING PROPOSALS

**Resolved**

The Board reviewed the proposal from EPS and questioned if EPS offers a maintenance plan for Spring and Fall services and a lower cost. Katherine Mitchell stated that this is not a budgeted item for 2023, The Board motioned to approved the proposal in the amount of $4,160.00 per sweep.

**Motion:** Dennis Drury
**Second:** Carla Cole

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

### C. DRAIN CLEANING PROPOSALS

**Resolved**

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The Board reviewed the proposal from EPS and requested clarification from management if the proposal included scoping and more specifically scoping on Champions. Katherine Mitchell stated that this is not a budgeted item for 2023. The Board agreed to table this item for next meeting with clarification from EPS.

## XI. NEW BUSINESS

### A. PROPOSED SPEED RADAR SIGNS & INDEMNITY AGREEMENT

**Resolved**

The Board has tabled any action on the speed radar signs.

### B. PROPOSED CODE OF CONDUCT REVISIONS

**Resolved**

Carla Cole read the proposed revisions to the Code of Conduct to the homeowners present. Dennis Drury stated that he believes the issues with the code of conduct is that there is no enforcement. Steve Gallisdorfer asked if the enforcement includes committee volunteers. A motion was made to approve the Code of Conduct revisions after it is reviewed and okayed by legal counsel.

**Motion:** Dennis Drury
**Second:** Carla Cole
**AYEs:** Dennis Drury, James Kepler, Katherine Mitchell, Carla Cole
**NAYs:** Steven Gallisdorfer, Leandra Carr

▶ *Resolved*
***The motion passed***

### C. MONITORING SYSTEM PROPOSALS

**Resolved**

Dennis Drury stated that we are creating an RFP to solicit for proposals. The Board has tabled any action

James Kepler left the meeting at 6:16 p.m.

### D. COLLECTION COMPANY PROPOSALS

**Resolved**

The Board reviewed the information included from UAR and RRFS. Kevin Kozar was present via Webex and discussed Red Rock and their terms and success rates. A motion was made to stay with Hampton & Hampton and reassess at a later time.

**Motion:** Dennis Drury
**Second:** Steven Gallisdorfer

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

### E. COMMITTEE MEMBER & LIAISONS

**Resolved**

Carla Cole read the the names of each committee member and what committee they are on.

Roads Committee: Dennis Drury (board liaison), Susan Cooper (chair), Lisa Miller-Hobbs, Steve Gallisdorfer, and Lemar Bailey

Gates Committee: Dennis Drury (board liaison), Ron McCrae

Architectural Committee: James Kepler (board liaison), Doug Kreie (chair)

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Landscape Committee: Dennis Drury, Carla Cole (board liaison), BruceThiel, Tom de Uriarte (chair)

Budget Committee: Katie Mitchell (board liaison), Lisa Miller-Hobbs, Leandra Carr, Steve Gallisdorfer, Ted Lehmann

IT Infrastructure Committee:Katie Mitchell (board liaison), Leandra Carr, Mitch Feather (chair)

Website/Newsletter Committee: Katie Mitchell (board liaison), Sandy Mass, Susan Sheehan, Leandra Carr, Carla Cole, Mitch Feather, Earlene Jachimowicz

Rules & Regs Committee: Steve Gallisdorfer (chair), Clint Hall (board liaison), Ron McCrae, Katie Mitchell

**F. PROPOSED GATE MONITORING POLICY**

**Resolved**

The Board discussed who has login credentials to the camera system at the gate, the current holders are Leandra Carr and Ron McCrae. The Board also discussed adding management and Dennis Drury to the list, Leandra Carr requested to wait to add board members and/or committee members until their is a policy in place. A motion was made to add management to the list to have approved login credentials.

**Motion:** Carla Cole
**Second:** Katherine Mitchell

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

**G. RESERVE STUDY UPDATE PROPOSALS**

**Resolved**

The Board has tabled any action

**H. GATE REMOTE RESPONSIBILITY**

**Resolved**

A motion was made to approve the assignment of remotes to management and to work with NV Security & Data to program the system.

**Motion:** Dennis Drury
**Second:** Carla Cole

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

## XII. SCHEDULING OF NEXT BOARD MEETING

**Resolved**

The Annual Election Meeting is scheduled for Wednesday, April 26, 2023 beginning at 4:00pm and the next scheduled Board of Director's Meeting will be held on Wednesday, May 24, 2023 at 5:00pm.

**A. WEDNESDAY, MAY 24, 2023**

## XIII. HOMEOWNER OPEN FORUM – ALL ITEMS

Homeowner Earlene Jachimowicz, 244 Cruden Bay; thanked the committee and board for the newsletters, thanked the board for fixing the exterior wall, and asked if you are receiving deliveries and not every company has a code, what code should they be using? Ron McCrae responded that homeowners are to give them their personal code which can be changed at any time if needed.

Homeowner Richard Strout, 102 Poppy Hills; asked that the items that were approved that are outside of the budget, where is the money coming from? Dennis Drury responded that the money is there, it is just not listed as an line item on the current budget.

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Homeowner Timothy Neilson, 425 La Costa Ave; asked about the snow removal and the damage it caused to the streets.

Homeowner Lisa Miller-Hobbs, 610 Champions; shared concerns from other owners that people are running their dogs off leash next the their golf carts.

## XIV. ADJOURNMENT

**Resolved**

The meeting was adjourned at 6:42 p.m.

Carla Cole — **APPROVED**

7-24-23 — **DATE**