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DAYTON VALLEY COMMUNITY ASSOCIATION

Board of Director's Meeting

Dayton Valley Golf Clubhouse
October 25 2023 – 5:00 PM

FirstService
RESIDENTIAL

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FirstService
RESIDENTIAL

DAYTON VALLEY COMMUNITY ASSOCIATION

Board of Director's Meeting

October 25, 2023 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
Sandra Mass 2020 Tr - Secretary
James Kepler - Director
Alvin Kreie - Director

Directors Absent

Eugene Cowles Jr - Director

Additional Attendees

MikKenzy Lipkowitz - FirstService Residential
Brooke Gillman - FirstService Residential

I. ESTABLISHMENT OF QUORUM AND CALL TO ORDER

Resolved

With a majority of Board present, a quorum has been established and we will call the meeting to order on Wednesday, October 25, 2023 at 5:01PM.

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 October 25, 2023 and reviewed the following items: (Minutes/Legal Matters/Pending Litigation/Non-Compliance Matters/Delinquency Matters).

IV. HOMEOWNER OPEN FORUM – AGENDA ITEMS ONLY

None at this time.

V. APPROVAL OF MINUTES

Resolved

A motion was made to approve the minutes from the September 27, 2023 Board of Director's meeting as presented.

Motion: Sandra Mass 2020 Tr

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Second: Carla Cole

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

VI. FINANCIALS

A. AUGUST 31, 2023 FINANCIALS

Resolved

The Board acknowledged that they have fulfilled their duty to review the financial summary and financial statements for the period ending August 31, 2023.

VII. REPORTS

A. MANAGEMENT REPORT

Management gave an overview of the monthly activity report from September 27th, 2023 - October 20th, 2023, 2 architectural applications were submitted, 81 calls were received to our call center mainly surrounding account balance information, and 27 non-compliance letters were sent. Management also reported that the crack and seal was originally scheduled to begin on Monday October 30th, 2023, however SNC's team was called out to a City of Reno job pushing back the crack seal another two to three weeks and an email blast will go out once the date has been solidified.

B. PRESIDENT'S REPORT

President Carla Cole reported that this was the last meeting until January 2024. Doorking is finally complete and gate remotes can be given out. The Bayhill gate was hit and will be held open pending repairs.

C. LANDSCAPE COMMITTEE

Tom De Uriarte reported that Brightview has hired a new manager and also a new crew putting them a little behind schedule. They are now 90% complete and is very pleased with the work being done.

D. ARCHITECTURAL COMMITTEE

Doug Kreie reported now is the time to submit applications for painting and landscaping as well as get proposals with contractors. If the paint color will remain the same an architectural application is not required. For any landscaping work an architectural application is required.

E. INFRASTRUCTURE COMMITTEE

Susan Cooper reported EPS was approved on 9/27/2023 to scope the drains on Champion Drive. SNC was approved 7/26/2023 for the crack seal work and will tentatively be completed by mid November. The weed abatement was completed, with the first round on October 3rd and 4th and the second round the week of October 15th. The Board approved and RFP from Cruz Construction to repair the sink hole by years end. Fire hydrant inspections are being scheduled with a 3 foot clearance requirement. Speed calming, the budget committee approved a recommendation from the infrastructure committee to line item $10,000.00 in the 2024 Dayton Valley Budget for traffic calming improvements.

Dennis Drury reported that EPS did come out and scope the Champions drain, they got 150 feet in and hit an unknown blockage. Next step will be to put a camera down and see what the blockage is, this is already included in the existing RFP. The Bayhill gate was hit again, the driver was identified and a claim is being submitted, the Bayhill gate will be locked open as a result due to damages preventing it from closing. The new camera system is going in at the Palmer gate and is much better than what was there before. The old camera system had a history of the cameras going offline and being inconsistent. The new doorking system is now online and can now program new codes and gate remotes.

F. RULES & REGULATIONS COMMITTEE

Gene Cowles was absent.

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Carla Cole reported the Board will sign the tow agreement with Capital Towing.

G. NEWSLETTER COMMITTEE

Katie Mitchell reported newsletters continue to go out each month packed with information. There will be a newsletter in November with the budget mailer, no newsletter in December and an end of year recap/ projection for 2024 roads, landscaping and gates in January.

H. IT COMMITTEE

Sandy Mass reported the website will be refreshed with winter photos, any photos you would like to send please email. New webpage called "How does it work in DVCA", this will be article oriented. New parking passes are working well. Would like to set up a Box training session during the off season.

I. BUDGET COMMITTEE

Katie Mitchell reported the committee met with FirstService Residential and reviewed the budget. The budget overall increased by a little over 5% with a recommendation to keep the assessments the same.

VIII. ACKNOWLEDGEMENT OF ACTION OUTSIDE OF MEETING, IF ANY

Resolved

None at this time.

IX. UNFINISHED BUSINESS

A. LANDSCAPE PROPOSALS

Resolved

Proposal #	Description of Work	Price	Board Resolution
SO 8245792	Palmer Dr Entry Renovation	$18,233.53	Refer to the landscape committee
SO 8522108	Non contracted area cleanup	$8,240.79	Refer to the landscape committee
Reliance Grounds	Palmer Dr Entry Renovation	$32,940.00	Refer to the landscape/gates and infrastructure committees

B. REVIEW SNOW REMOVAL CONTRACT

Resolved

A motion was made to accept the Brightview Snow Removal Contract.

Motion: Carla Cole
Second: Dennis Drury

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

X. NEW BUSINESS

A. REVIEW/APPROVE TOW AGREEMENT

Resolved

A motion was made to approve the tow agreement from Capital Towing.

Motion: Carla Cole
Second: Katherine Mitchell

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

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B. REVIEW/APPROVE 2024 BUDGET

A motion was made to approve the 2024 operating & reserve budget.

Motion: Katherine Mitchell
Second: Carla Cole

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

C. REVIEW/APPROVE RESERVE STUDY FINANCIAL UPDATE

Resolved

A motion was made to approve the reserve study financial update.

Motion: Katherine Mitchell
Second: Carla Cole

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

D. REVIEW 2023 CPA ENGAGEMENT LETTER PROPOSAL

Resolved

A motion was made to approve the proposal from Hillburn & Lein for the 2023 audit and taxes.

Motion: Katherine Mitchell
Second: Sandra Mass 2020 Tr

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

E. REVIEW/APPROVE INVESTMENT POLICY

Resolved

A motion was made to approve the Investment Policy.

Motion: Katherine Mitchell
Second: Carla Cole

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

F. REVIEW/APPROVE COMPLIANCE POLICY

Resolved

A motion was made to approve Compliance Policy.

Motion: Katherine Mitchell
Second: Carla Cole

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

G. REVIEW/APPROVE COLLECTION POLICY

Resolved

A motion was made to approve the Collection Policy.

Motion: Katherine Mitchell
Second: Dennis Drury

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

H. REVIEW COLLECTION COMPANY FEES

Resolved

A motion was made to approve the collection fee schedule with Red Rock Financial Services.

Motion: Katherine Mitchell
Second: Sandra Mass 2020 Tr

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

I. REVIEW RESERVE STUDY SUMMARY

Resolved

A motion was made to approve the 2024 Reserve Study.

Motion: Katherine Mitchell
Second: Carla Cole

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

J. REVIEW/APPROVE 2024 MEETING CALENDAR

Resolved

A motion was made to approve the 2024 meeting calendar with the addition of the year after each meeting date.

Motion: Katherine Mitchell
Second: Sandra Mass 2020 Tr

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

K. EXECUTIVE AWARENESS FORM

Resolved

The Board acknowledged the executive awareness form.

XI. SCHEDULING OF NEXT BOARD MEETING

A. WEDNESDAY, JANUARY 24, 2024

Resolved

In accordance with NRS 116.31083 the next Board of Directors meeting is scheduled for January 24, 2024.

XII. HOMEOWNER OPEN FORUM – ALL ITEMS

101 Moore Ave (Schooley) - stated her concerns with speeding within the community from school buses to delivery drivers. Motorcycles and kids on ATVs/dirtbikes are also going way too fast within the community on weekends.

507 Cypress Point (McRae) - expressed his dissatisfaction with the community manager and the receipt of a termination notice for his services.

613 Champions Dr (Vanoosten) - stated her concerns on the Champions Dr flooding. Very disappointed with lack of communication. Has a large concern about safety when the flooding turns to ice as she has her

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husband with health issues sometimes in a wheel chair as well as her elderly mother living with her. The flooding killed their grass so they replaced it then it happened again so they spent $3000.00 to replace with DG.

XIII. ADJOURNMENT

Resolved

The meeting adjourned at 6:10 PM.

Motion: Carla Cole
Second: Dennis Drury

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



2/2/2024

APPROVED **DATE**