DAYTON VALLEY COMMUNITY ASSOCIATION

c/o Complete Association Management Company (CAMCO), 3246 N. Carson St. Ste. 100 Carson City, NV

BOARD OF DIRECTORS MEETING MINUTES
FEBRUARY 21, 2018
101 Palmer Drive, Dayton, NV 89403
Per NRS116.31083, this meeting was audio recorded

BOARD OF DIRECTOR'S ROLL CALL

Name	Position	Term	Present	Absent
Mike Becker	President	04/2019	X	
Bruce Thiel	Vice President	04/2018	X	
Paula Darragh	Secretary	04/2018	X	
Kim Staley	Director	04/2019	X	
Gene Cowles	Director	04/2019	X	
Wray Brett	Director	04/2019		X
Dennis Drury	Director	04/2018		X
Karen Ryan	Treasurer/Officer	Appointed		X

Manager: Mike Trudell, Supervising Community Manager CAMCO North and Sheila Cass, Administrative Assistant CAMCO North, were also in attendance.

ESTABLISHMENT OF QUORUM
Quorum was established as noted above.

CALL TO ORDER
President Becker called the meeting to order at 6:00 PM.

HOMEOWNER FORUM
There were twenty (20) homeowners present. The following Agenda items were discussed:

- Amy Puzzo, 908 Lakeview Drive, asked for an explanation of what changes needed to be made to the Rules and Regulations in order to conform with NRS 116. Secretary Paula responded, that per new NRS 116 regulations, a photograph now has to be included with the first violation notice. The Associations Rules and Regulations will be updated to include this.
- Eileen Dugan, 354 Bayhill Circle, stated that she liked seeing the straw pole letter asking if owners would like to see changes within the community.
- A homeowner asked that if you had two properties could you vote two times. President Becker responded, yes.

REVIEW/APPROVAL OF MEETING MINUTES:
Vice President Thiel made a motion to approve the January 10, 2018 Board of Directors Meeting Minutes, Director Cowles seconded the motion. Motion carried by unanimous vote as Resolution #2018-06.

REVIEW OF FINANCIALS:
Vice President Thiel made a motion to accept the December 31, 2017 un-audited financial reports for review, Director Cowles seconded the motion. Motion carried by unanimous vote as Resolution #2018-07

ASSOCIATION BUSINESS:

A) DISCUSSION REGARDING THE 2018 STRATEGIC PLAN

President Becker stated that the reason the Board decided to come up with a strategic plan is so the Board will be accountable to homeowners. The strategic plan will be posted on the Associations Website so owners will be able to see if the Board has followed through with what they have committed to do. Director Thiel said that about eight months ago the Board put together the document "Roles and Responsibilities of Association Members", it basically says what is the Board responsibility and it also talks about a Mission Statement. The Board thinks the prime mission is to increase the value of owner's properties on a continuous basis. This also allows structure to the organization as the Board changes. In addition to the mission, the Strategic Plan has 4 or 5 objectives that can change over time. Looking at the next twelve months the Board thinks the objectives outlined in the strategic plan are significant to the Association and the Members and what the Board will do to achieve those objectives, which brings it all back to accountability.

An owner asked if all of the items in the strategic plan would be accomplished by December 31, 2018? Vice President Thiel answered that there were no times added to the plan because there are some objectives that are already underway, such as landscaping for beautification. The Board will try to accomplish the objectives by the end of 2018 although many of them will occur annually, but some of them will be ongoing and as they are achieved there will be new objectives for 2019.

If an owner is interested in joining the Board they will now be given a copy of the Roles and Responsibilities and the Strategic Plan which will now give prospective Board Members an idea of what is entailed.

Vice President Thiel made a motion to accept the Strategic Plan for 2018, Director Cowles seconded the motion. Motion carried by unanimous vote as Resolution #2018-08

B) REVIEW STATUS OF STRAW POLL AND USING THE WEBSITE TO VOTE

Currently the Website has received 80 votes and the CAMCO office has received 75 votes totaling 155, approximately 20% at this time. President Becker explained that the results of the straw pole will get the ball rolling if there is an interest in making changes to the CC&Rs or for the Board to start negotiations regarding the capital improvement items on the poll.

C) REVIEW AND POSSIBLY APPROVE PROPOSAL/CONTRACT FOR CLEARING WEEDS AND SPRAYING PRE-EMERGENT ON VACANT LOTS

The Community Manager stated that he had received only one proposal for spraying pre-emergent on vacant lots with a price of $145.00 per lot with a six-month guarantee. The community manager recommends that the Board approve the proposal, and if they do, then the Management Company will proceed with sending out letters to lot owners asking if they would like the Association to spray pre-emergent on their lots for the $145.00 fee or if they would like to take responsibility for keeping their lot clear themselves.

Vice President Thiel made a motion to accept the proposal of $145.00 per lot with a six-month guarantee, Director Cowles seconded the motion. Motion carried by unanimous vote as Resolution #2018-09

D) REVIEW AND APPROVE CHANGE TO RULES AND REGULATIONS COMMITTEE POLICY TO CONFORM TO NRS 116

Secretary Darragh stated that per NRS the committee now has to take a picture and send it with the first violation notice.

Director Cowles made a motion to approve the change to the rules and regulations committee policy to conform to NRS 116, Director Staley seconded the motion. Motion carried by unanimous vote as Resolution #2018-10.

E) DISCUSSION AND POSSIBLE APPROVAL OF RECORD RETENTION POLICY

The Community Manager stated that the Association was waiting for the attorney to respond but he had provided some general information regarding record retention. This item will be tabled awaiting response from the Associations attorney.

F) DISCUSSION AND POSSIBLE APPROVAL OF PROJECTS

There was no discussion.

G) DISCUSSION AND POSSIBLE APPROVAL OF BOARD POLICY FOR DECORATIVE BORDER AND SCREEN MATERIAL ON METAL FENCES

President Becker stated that there had been some complaints about people putting brightly colored screening on wrought iron fences that face the golf course, there was also some concerns about the decorative borders that some owners have around their front lawns to help keep dogs off their properties. The Association does not have a policy regarding these issues so they have developed one. Paula Darragh stated that the policy for the decorative borders will be a maximum of 18" high and black, brown, bronze or green metal and they must be rounded our squared with no sharp points on the top. For the mesh on the iron fencing it must be see through black mesh with holes no smaller than a ½" square.

Amy Puzzo, 908 Lakeview, stated that she had a problem with the decorative borders along the sidewalks because at night they are hard to see, her cane was caught in one while walking her dog one night and she fell into their yard, so she sees this as a safety issue.

Director Cowles made a motion to approve the Board policy for decorative border and screen material on metal fences, Director Staley seconded the motion. Motion carried by unanimous vote as Resolution #2018-11.

H) DISCUSSION AND POSSIBLE APPROVAL OF RUBBER CRACK SEALING AND POSSIBLE STREET SWEEPING

The Community Manager stated that the Management Company had requested a bid from two different companies and only one bid was received back. The bid was from SNC for $16,900.00. President Becker stated that these funds come out of the reserve account.

Vice President Thiel made a motion to approve the SNC bid for rubber crack sealing for $16,900.00, director Cowles seconded the motion. Motion carried by unanimous vote as Resolution #2018-12.

President Becker stated that Statewide Sweeping is estimating 56 hours plus travel time, the total amount of the contract would be not to exceed $8,820.00. This amount will probably be lower since it probably won't take as long as last year when the streets hadn't been swept for two years.

Secretary Darragh made a motion to approve the Statewide Sweeping estimate not to exceed $8,820.00, Director Staley seconded the motion. Motion carried by unanimous vote as Resolution #2018-13.

I) DISCUSSION AND POSSIBLE APPROVAL OF PROPOSAL FOR GATE MODIFICATIONS

The Community Manager stated that the bid received is for the Palmer Gate and will be for the replacement of four operators, the loop detector and the asphalt crack fill after changing out the loops. The total amount is $17,315.00. The contract is with the contractor that the Association has a maintenance agreement with and because there is a maintenance agreement the contractor reduced the price by $1,452.00. This is included in the reserve study.

Vice President Thiel motioned to approve the proposal for gate modifications for $17,315.00, Director Staley seconded the motion. Motion carried by unanimous vote as Resolution #2018-14

J) REVIEW AND APPROVE WRITTEN CONSENT ITEMS FOR BOARD APPROVALS BY EMAIL (ONLY IF NECESSARY)

There have been no items approved by email since the last meeting.

COMMITTEE REPORTS:

A) **ARC** - Kim Staley reported that the Gallery has started work on two new duplexes. A new resident asked if he needed committee approval to remove a tree that is encroaching on a neighbor's property. Director Staley answered that he could remove it as long as he planted another one.
B) **Gates & Security** – Gene Cowles reported that the newly installed cameras have helped with security and as funds allow more cameras will be purchased. Gene Cowles also mentioned that the rose bushes by the Bayhill gate may have to be trimmed down so drivers can see the screen in the guard shacks but they won't remove them. The Sherriff talked with Gene and let him know that the area is rated as a low crime area. They have very few calls that bring them into the Community.
C) **Landscaping** - Tom de Uriarte reported that Mike T and Sheila were spearheading the effort to get letters out to lot owners, they are also working on keeping the firebreak clear. The firebreak is at the end of Lakeview Drive where the road continues unpaved all around the back fence. A few years ago, this was full of weeds but the landscape committee had it cleared in 2016 and every spring they work to keep it clear so if there is a fire it has someplace to stop. The committee is also working on renewing the annual landscape maintenance contract with Signature. Tom said that the committee is recommending they renew with Signature as they did a good job for the Community this past year. Bruce Thiel reported that Duncan says they will be doing nothing in regards to the empty water feature at the eighth hole. Bob Amato reported that the adopt-a-hole group will be doing some pre-emergent spraying on the golf course in the near future.
D) **Rules & Regulations** - Paula Darragh reported that the committee has always inspected the whole community as well as the Gallery. Paula mentioned that the policy is to inspect once a month and to send a letter with a picture to any violators. The letter gives the owners 14 days to resolve the violation or call Management Company to negotiate extra time if needed. After 14 days the committee will reinspect and if the violation is not corrected the owner will be invited to a violation hearing.
E) **Social** – No report due to Wray's absence.
F) **Website** – Sandy the Webmaster could not attend the meeting but Mike Becker reported that the message board was up and running.
G) **Roads** - Mike Becker reported that there will be a committee meeting regarding the seams along the side of the road between the curbing and the asphalt that are separating, this needs to be addressed in the near future.

HOMEOWNER FORUM

There were twenty (20) homeowners present at the meeting. These following items were discussed:

- Eileen Dugan, 354 Bayhill Circle, stated that the covers had been stolen off of the chairs on her front porch and will the video cameras being purchased help recover property owner's property in the future. President Becker stated that he hopes to use the cameras to be able to identify and assist the courts to prosecute possible criminals but cameras will only be monitoring common areas such as the streets and sidewalks, it would be a violation of privacy to monitor owner's homes and yards. An owner asked it purchasing the cameras would affect his annual assessments. President Becker responded, "no, it is already in the budget".

- A homeowner was asking how long the Homeowners Association was going to put up with rental properties. The owner said that had he known there were so many rental properties in the Community he would have purchased elsewhere. President Becker stated that the Board cannot dictate whether or not they rent it out, but if the renter is in violation of the CC&R's they will send letters and fines to the owners not the renters.
- An owner was asking about the van that is always parked on the street by the Bayhill gate. Secretary Darragh explained that the owner who lives there is in a wheelchair permanently, and through the

Board they have permission to park one of their vehicles on the street. This is an ADA Reasonable Accommodation issue. An owner would like to know if the vehicle could move up a little to help with visibility.

- Eileen Dugan, 354 Bayhill Circle, was concerned that the Bayhill gate stayed open after dark until 7:00 PM. Director Cowles responded that this was due to the high volume of traffic that comes through up until that time.

NEXT MEETING/ADJOURNMENT

The next meeting will be April 18, 2018 this will be the Members Annual meeting with a Board of Directors meeting following. President Becker motioned to adjourn the meeting and Vice President Thiel seconded. Motion carried by unanimous consent. The meeting was adjourned at 7:35 PM.

Respectfully Submitted by: Mike Trudell, Supervising Community Manager
Agent for Complete Association Management Company

Approved: Paula M Darrah Date: 4-18-18
Secretary/Board Member Signature