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DAYTON VALLEY COMMUNITY ASSOCIATION

Dayton Valley Board of Director's Meeting

Dayton Valley Golf Clubhouse
October 23 2024 – 5:00 PM

FirstService
RESIDENTIAL

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FirstService RESIDENTIAL

DAYTON VALLEY COMMUNITY ASSOCIATION

Dayton Valley Board of Director's Meeting

October 23, 2024 5:00 PM
Dayton Valley Golf Clubhouse
101 Palmer Avenue
Dayton, NV

MINUTES

Directors Present

Mitchell Feather - Director
Ronald P McRae Tr - Director
Sandra Mass Trs - Secretary
Dennis Drury - Vice President
Alvin Kreie - Director
Katherine Mitchell - Treasurer
Carla Cole - President

Directors Absent

None

Additional Attendees

Brooke Gillman - Community Manager - FirstService Residential
Stephanie Viau - FirstService Residential

I. ESTABLISHMENT OF QUORUM AND CALL TO ORDER

Resolved

With a majority of the Board present, a quorum was established and the meeting called to order at 5:05 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 October 23, 2024 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 September 25, 2024 Board of Directors meeting minutes as presented.

Motion: Sandra Mass Trs
Second: Carla Cole

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

VI. FINANCIALS

A. AUGUST 2024 FINANCIALS

Resolved

Treasurer's Report:

BALANCE SHEET:

Cash in Operating Accounts	$174,299.94
Cash in Reserve Accounts	$2,425,034.15

DELINQUENCIES

Assessment Delinquencies	$8,227.74
Fine Delinquencies	$87,930.00
Misc. Homeowner Delinquency	$7,409.57
# of Accounts in Collections & Status	6

INCOME AND EXPENSE STATEMENT

Expenses (over)/under budget month	$14,669 **over** budget for the **month**
Expenses (over)/under budget year to date	$27,333 **over** 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.

B. 2023 TAX FILING

Resolved

The Board **reviewed and acknowledged** the 2023 tax filing. No tax was due and there was an overpayment of $614.00 which will be applied to the 2024 estimated tax.

VII. REPORTS

A. MANAGEMENT REPORT

Since the last meeting on September 25th there have been 7 ARC submittals, 61 calls to the care center with most centered towards violation information, and 43 new violations issued with majority being garbage can focused.

Since the last meeting:

- The 2025 meeting calendar was created and is ready for Board approval.
- The 2025 budget was finalized with the committee and is ready for Board review.
- The insurance agent from Farmer's has left and started his own firm. We have been assigned a new agent.

B. PRESIDENT'S REPORT

Carla Cole reported that it has been a very busy year with multiple curve balls. The progress made this year is due to all the committee members that have helped the Board. This is the last Board meeting until the end of January 2025. The budget ratification will be held virtually in November.

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C. LANDSCAPE COMMITTEE

Report provided by Tom de Uriarte attached.

Supporting Documents

Landscape Committee Report Form 10.23.24.pdf 10

D. ARCHITECTURAL COMMITTEE

Doug Kreie reported that now is the time to get those applications submitted for any work you plan on doing to your home as contractors can have long waiting lists.

E. INFRASTRUCTURE COMMITTEE

Report provided by Susan Cooper attached.

Supporting Documents

Infrastructure Committee Report 10.23.24.docx 13

F. RULES & REGULATIONS COMMITTEE

Report proved by Mitch Feather attached.

Supporting Documents

Rules Regs Committee Report 10.23.24.pdf 15

G. CC&R REVISION COMMITTEE

Resolved

Ramona Drury, committee chair, reported that the committee created a list of items in the CC&Rs they believe can use revision and then narrowed it down to the 4 most important: Short term rentals, signs/flags including political signage timeline restrictions and real estate sign restrictions for golf course properties, garage sales, and foliage trimming restrictions including repair maintenance of sidewalks to be taken over by the Board.

These have now been turned over to the Board for review and then it will go to legal and then to a community vote. Please volunteer if you would like to help get these voted on as 51% voting in favor is required for the changes to pass.

H. NEWSLETTER COMMITTEE

Report provided by Sandy Mass attached.

Supporting Documents

Newsletter Committee Report 10.23.24.pdf 17

I. IT COMMITTEE

Report provided by Sandy Mass attached.

Supporting Documents

IT Committee Report 10.23.24.pdf 19

J. BUDGET COMMITTEE

Katie Mitchell reported that starting January 2025, the assessment will rise by $10 a month, bringing it to a total of $195 a quarter for homes and $135 a quarter for lots. The Budget Committee reviewed the financials and found that operating expenses have risen significantly. Two of the largest monthly expenses are the landscaping and management contracts, both of which include automatic annual increases. Additionally, the recent reserve study indicated the need for an increase of $40,000 annually to the reserve account. This adjustment is important for maintaining the long-term health for the

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community and ensuring costs of future repairs can be covered as well as replacements and maintenance of major components and common areas.

K. GATES & MONITORING COMMITTEE

Report provided by Mitch Feather attached.

A motion was made to charge the cost of what the HOA pays, including shipping, for gate remotes to homeowners.

A motion was made to have FSR order one more box of gate remotes from Sierra gate while the committee reviews other options.

A motion was made to have the gates & monitoring committee send an RFP for gate remote vendors with warranties included.

Supporting Documents

Gates and Monitoring Committee Report 10.23.24.pdf 21

First Motion
Homeowner Gate Remote Cost

Motion: Dennis Drury
Second: Katherine Mitchell

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

Second Motion
Sierra Gate Remote Reorder

Motion: Dennis Drury
Second: Katherine Mitchell

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

Third Motion
RFP for Gate Remote Vendors

Motion: Sandra Mass Trs
Second: Dennis Drury

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

L. COMMUNITY OUTREACH COMMITTEE

Resolved

Report provided by Ron McRae attached.

A motion was made to appoint Sandy Mass as the new Board Committee Liaison.

Motion: Ronald P McRae Tr
Second: Dennis Drury

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

VIII. ACKNOWLEDGEMENT OF ACTION OUTSIDE OF MEETING, IF ANY

Resolved

None at this time.

IX. LEGAL REVIEW, IF ANY

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Resolved

On or about June 3, 2024, an Alternative Dispute Resolution Claim was filed by Steven C. Price ("Price") against First Service Residential LLC, management for Dayton Valley Community Association ("Association"), with the Nevada Real Estate Division ("NRED") as Claim No. 24-226 ("Claim"). Price alleges that the Association should allow rentals for less than 30 consecutive days and seeks clarification of the Association's interpretation of the Declaration as it relates to rentals for less than 30 consecutive days.

Before mediation could take place, Price notified the mediator and the Association that he wished to voluntarily withdraw the Claim against the Association. On October 9, 2024, the mediator confirmed that mediation would not be taking place pursuant to Price's withdrawal. Therefore, there is no longer any pending action.

X. UNFINISHED BUSINESS

A. ARC COMMITTEE CHARTER, POLICY, AND PROCEDURE UPDATE/REVISION

Resolved

A motion was made to accept the revised and updated Architectural Committee Charter, Architectural Rules, and Architectural Submission Process.

Motion: Carla Cole
Second: Alvin Kreie

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

B. DVCA - SLURRY SEAL PROPOSALS

Resolved

Enclosed for review and approval are the following proposal(s) from **Sierra Nevada Construction:**

A motion was made to accept the following proposals for a total of $182,990.00.

Description	Price
Crack Seal	$31,430.00
Asphalt Patching (86) Locations	$112,160.00
Utility Repairs (17) Locations	$39,400.00

Motion: Dennis Drury
Second: Katherine Mitchell

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

C. ADDING LANDSCAPE INTO THE CONTRACT THAT BELONGS TO THE GOLF COURSE

Resolved

Enclosed for review and approval are the following proposal(s) from **BrightView:**

Proposal #	Description	Price	Board Resolution
Amendment #1	Landscape Contract Revision (Only Palmer Dr Islands Included)	Contract Increase $563.72 per month/$6,764.64 per year	A motion was made to postpone this item and allow the landscape committee to review.

Motion: Carla Cole
Second: Dennis Drury

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

D. SNOW REMOVAL 2024-2025

Resolved

A motion was made to accept the snow removal map.

Motion: Carla Cole
Second: Dennis Drury

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

XI. NEW BUSINESS

A. BRIGHTVIEW PROPOSALS

Resolved

Enclosed for review and approval are the following proposal(s) from **BrightView:**

Proposal #	Description	Price	Board Resolution
8534681	Fall Pre Emergent	$2,782.91	The Board sent this to the landscape committee to review with the vendor as it should be included in the contract.

B. SIERRA GATE PROPOSALS

Background

Enclosed for review and approval are the following proposal(s) from **Sierra Gate & Control:**

Proposal #	Description	Price	Board Resolution
1325	Control Box Replacement at Bayhill	$4,545.12	A motion was made to accept the proposal, management will also try to renegotiate with the vendor for a lower price first.

Motion: Dennis Drury
Second: Ronald P McRae Tr

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

C. A-FRAME SIGN PROPOSALS

Resolved

Enclosed for review and approval are the following proposal(s) from **Fast Signs and Signs by Tomorrow:**

Proposal #	Company	Description	Price	Board Resolution
95628	Fast Signs	2 A-Frame Signs for Entry Gate Outages	$589.53	
44928	Signs by Tomorrow	2 A-Frame Signs for Entry Gate Outages	$398.53	A motion was made to accept the proposal from Signs by Tomorrow.

Motion: Dennis Drury
Second: Carla Cole

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

D. 2024 TAX & AUDIT PREPARATION PROPOSALS

Resolved

Enclosed for review and approval are the following proposal(s) from **Hilburn & Lien and Bainbridge Little & Co:**

Company	Description	Price	Board Resolution
Hilburn & Lien	2024 Audit	$1,825	
Bainbridge Little & Co	Preparation of tax return Review of Financial Statements and Preparation of Tax Return	$175 $1,575	A motion was made to accept the proposal from Bainbridge Little & Co for the review of the Financial Statements and Preparation of Tax Return for $1,575

Motion: Carla Cole
Second: Katherine Mitchell

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

E. REMOVAL OF OLD HVAC IN GATEHOUSES

Resolved

The Board would like Management to reach out to a handyman to get a proposal to remove the old HVAC systems in both gate houses.

F. STREET LIGHT REPAIR PROPOSALS

Resolved

Enclosed for review and approval are the following proposal(s) from **Pezzuto Electric & Lighting:**

Description	Price	Board Resolution
Streetlight Repairs	$2,393.13	A motion was made to accept the proposal.

Motion: Dennis Drury
Second: Carla Cole

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

G. STREET LIGHT REPAIR/UPGRADE PROPOSAL

Resolved

A sealed bid was provided from Pezzuto Electric and Lighting to remove and replace all the existing DVCA owned street lights due to deterioration and failures.

The bid was in the amount of $145,796.15.

The Board chose to postpone this item so the committee can review.

H. 2025 MEETING CALENDAR

Resolved

A motion was made to accept the 2025 meeting calendar.

Motion: Carla Cole

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Second: Dennis Drury

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

I. 2025 BUDGET ADOPTION

Resolved

A motion was made to accept the 2025 budget. There will be assessment increase of $10 a month for both lots and homes the new proposed quarterly assessments will be $195 for homes and $135 for lots for 2025.

Motion: Katherine Mitchell
Second: Dennis Drury

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

J. ANNUAL INVESTMENT, COLLECTION, AND COMPLIANCE POLICY REVIEW

Resolved

The Board **reviewed and acknowledged** the Investment, Collection and Compliance Policies to fulfill the annual requirement for review.

K. CPA OPINION LETTER

Resolved

The Board chose to postpone this item as they would like to schedule another meeting with the CPA to go over the draft letter provided.

XII. SCHEDULING OF NEXT BOARD MEETING

A. WEDNESDAY, JANUARY 22, 2025 - NEXT BOARD MEETING

Resolved

In accordance with NRS 116, the next board of director meeting is scheduled for Wednesday, January 22, 2025 at 5:00 pm.

XIII. HOMEOWNER OPEN FORUM – ALL ITEMS

271 Cruden Bay Dr - Barbara expressed frustration in the insurance process for the shared wall on Cruden Bay. In February she had her fence go down and felt she had the run around with getting a claim filed with the shared wall insurance.

XIV. ADJOURNMENT

Resolved

With no further business at hand, the Board motioned to adjourn the meeting at 6:30 pm.

Motion: Carla Cole
Second: Alvin Kreie

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

Barbara Mann aka Sandy Mann

APPROVED

2/28/2025

DATE

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Landscape Committee Report Form 10.23.24.pdf

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Dayton Valley Community Association

COMMITTEE REPORT OUTS FOR BOARD MEETINGS

COMMITTEE: **Landscaping**

Member Reporting: **Tom de Uriarte**

Committee Report should be no more than 4 minutes in length. The Board will keep time similar to homeowner comments to ensure time management of the meeting.
The committee shall complete and turn into the community manager by the designated time.

Major Accomplishments

(Identify what the committee has successfully completed for tasks assigned)

Since our last meeting we have completed ALL items from the previous list of things to do including clearing all easement areas and clearing the firebreak at the end of Moore Ave

Upcoming Objectives and Goals/Tasks

(Short term items in the 1-8 weeks)

Some weeding prior to spraying is required in the easement area on Carnoustie Court and in the retention pond in the Gallery area. The Gallery area is about 50% cleared to date.

Upcoming Homeowner Interaction

(Notification to the Board and homeowners of upcoming items they will see that will require their response)

The Board approved deep root feeding for all trees at the last meeting. This work has begun but the committee is not aware as of this date whether it has been completed.

Committee Recommendations

(Items the Committee would like the Board to consider and take action on. Any recommendation requiring a financial based decision will need to have a summary business case submitted to the Board at least one week in advance.)

None

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Dayton Valley Community Association

COMMITTEE REPORT OUTS FOR BOARD MEETINGS

COMMITTEE: **Infrastructure**

Member Reporting: **Susan Cooper**

Major Accomplishments

NV Energy Audit

On Friday, September 27, 2024 Ron McRae, Carla Cole and Susan Cooper met with NV Energy to audit 91 streetlights in the DVCA Community. The audit occurred by physically inspecting each street light to confirm the status of all streetlight locations, identifying numbers and ownership of said streetlights. Once ownership is established, NV Energy will be responsible for the repair and warranty replacement of all NV Energy owned street lights within the DVCA Community.

Upcoming Objectives and Goals/Tasks

DVCA Owned Streetlights

DVCA community privately owns 21 street lights located around the Bayhill Circle Corridor. It is confirmed that 9 DVCA owned street lights are in need of repair. The Infrastructure Committee discussed the cost of repairing DVCA owned street lights vs the cost of replacing new streetlights. The Infrastructure Committee has requested an RFP from an electrician to obtain quotes for the repair of street lights which would be an operating expense as well as the cost of street light replacement which would be a reserve expense.

Road Maintenance Repair recommendations from Sierra Nevada Construction (SNC)

To prepare DVCA roads for Slurry Seal in 2025, the Infrastructure Committee has requested proposals from SNC for DVCA structural road repairs. At the last Board of Directors meeting September 25, 2024 a *Crack Seal* proposal from Sierra Nevada Construction (SNC) was opened. The bid was around $31,000 but **did not** include *Cut Patch* work. Last week SNC was out spraying areas for Cut Patch repairs and the Infrastructure Committee looks forward to SNC's updated proposals for Structural Repairs and Slurry Seal.

Cruden Bay Fire Lane Curb Painting/No Parking Zone Painting to be included in Fire Hydrant Painting Proposal

At the last Board of Directors meeting September 25, 2024 the board approved the Cruden Bay Fire Lane/No Parking Zone Painting project. During that meeting a proposal was received for refreshing the red paint at all fire hydrant lanes. The board approved a request for an additional proposal to include the Cruden Bay Fire Lane/No Parking Zone painting**.** An updated proposal will have all red paint work done simultaneously.

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Rules Regs Committee Report 10.23.24.pdf

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Dayton Valley Community Association

COMMITTEE REPORT OUTS FOR BOARD MEETINGS

COMMITTEE:

Rules & Regs Committee

October 17, 2024

Meeting called to order 10:30 a.m.

Member Reporting

Carla Cole, DVCA President
Mitch Feather, Committee Chair, Board Liaison
Sandy Mass, DVCA Secretary

Major Accomplishments

- Clarification as pertaining parking on the driveway vs a violation of same. Take-away: All of vehicles wheels and body must be on the driveway without any overhang beyond the driveway proper.
- Initiation of community awareness campaign, in conjunction with Newsletter/Website, encouraging information gathering vis-à-vis business cards from solicitors and reporting same to FirstService Residential.
- Discussion related to future enforcement of unsightly property front and rear i.e., violators of 7.2b and/or 4.4.
- Discussion of overnight parking violations process

Upcoming Objectives and Goals/Tasks

- Formalized processes and procedures as pertaining to parking violations up to and including vehicle towing.
- Spring (after May 1, 2025) implementation of front and rear yard enforcement as pertaining to 7.2b and/or 4.4

Committee Recommendations

- None

Next meeting

TBD

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Newsletter Committee Report 10.23.24.pdf

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COMMITTEE: Newsletter

Member Reporting: Sandy Mass

Committee Members: Carla Cole, Susan Sheehan, Mary Hawkins

Committee Report should be no more than 4 minutes in length. The Board will keep time similar to homeowner comments to ensure time management of the meeting.
The committee shall complete and turn into the community manager by the designated time.

Major Accomplishments
(Identify what the committee has successfully completed for tasks assigned)

It was decided to combine the October and November newsletters as this is newsletter that will have the 2026 budget information.

A reminder, the mailed version is in black and white to save on cost. If you want a color version, it is available on the dvcahomeowners.com website and if you receive it by email.

Upcoming Objectives and Goals/Tasks
(Notification to the Board and homeowners of upcoming items they will see that will require their response)

The next Newsletter is scheduled to be published as soon as possible to coincide with the budget ratification documents that will be mailed out the first of November.

Committee Recommendations
(Items the Committee would like the Board to consider and take action on. Any recommendation requiring a financial based decision will need to have a summary business case submitted to the Board at least one week in advance.

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IT Committee Report 10.23.24.pdf

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COMMITTEE: IT Infrastructure

Member Reporting: Sandy Mass

Committee Members: Carla Cole, Susan Sheehan, Katie Mitchell

Committee Report should be no more than 4 minutes in length. The Board will keep time similar to homeowner comments to ensure time management of the meeting.
The committee shall complete and turn into the community manager by the designated time.

Major Accomplishments
(Identify what the committee has successfully completed for tasks assigned)

Some dvcahomeowners.com website statistics.

- We processed 450 parking passes January thru September, 2024. The percentage is starting to shift to RVs/Trailers at 57% with 43% for Cars.
- We signed 48 new accounts on the website so far in 2024 .
- We did not send out a newsletter in October; we are combining October and November newsletters.

Photos are updated quarterly to the dvcahomeowners.com website. You can see the full size photos that we use on our website that have been contributed by local residents in the DVCA Acknowledgments Photo Albums. Select the Photo Albums dropdown from the Key Links menu item on the left side of the website. Click on the photo to see the full size.

Upcoming Objectives and Goals/Tasks
(Notification to the Board and homeowners of upcoming items they will see that will require their response)

With the approval of setting up some page(s) on our website to hold content about the upcoming developments and community updates, we have started work on 2 sections. They are all titled “All Good in the Neighborhood” and have been noticed in the September 2024 Newsletter.

There is a section for DVCA Homeowners in the “Financial, Minutes, and Policies” dropdown from the “Documents” menu item on the dvcahomeowners.com website that is established. The public “All Good in the Neighborhood” page is currently under construction and should have more information available in the next few weeks. Keep your eye out for updates.

As always, we are looking for local photos for our website If you want to contribute to our library of images for the website, please submit them by using the contact us web feature or emailing to the website admin at admin@dvcahomeowners.com. We plan to refresh the photos on the website to winter photos in November.

Committee Recommendations
(Items the Committee would like the Board to consider and take action on. Any recommendation requiring a financial based decision will need to have a summary business case submitted to the Board at least one week in advance.

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Gates and Monitoring Committee Report 10.23.24.pdf

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Dayton Valley Community Association

COMMITTEE REPORT OUTS FOR BOARD MEETINGS

Gate Committee Meeting

October 21, 2024

Meeting called to order 10:20 a.m.

Member Reporting

Carla Cole, President
Dennis Drury, Vice President, Committee Liaison
Mitch Feather, Committee Chair, Director
Janice Hoquette, Committee Secretary

Major Accomplishments

Glass replacement completed for both Palmer and Bayhill gatehouses.

Log review for video monitors for both gates reviewed by committee. No further action is necessary at this time.

Upcoming Objectives and Goals/Tasks

Signage for both Palmer and Bayhill gates pending further review.

Bayhill gatehouse internet connectivity issue is pending further review.

Bayhill entry gate is squeaking loudly upon opening. Dennis has contacted Sierra Gate directly for repair.

Spectrum connectivity issue for remote access on Palmer and Bayhill gatehouses pending review.

Holiday Gate hours for Palmer and Bayhill. Thanksgiving and Christmas both gates will be open 24 hours.

Committee Recommendations

Committee recommends implementing proactive and preventative maintenance measures along with the respective practices and procedures. This is in addition to the prior and current reactive mode.

Committee will be developing a contact list of key vendors and other individuals. This list will become part of the standardized practices and procedures.

Next meeting

TBD

Meeting adjourned at 11:25a.m.