

**VALLEY CREST HOMEOWNERS ASSOCIATION
EXECUTIVE BOARD OF DIRECTORS REGULAR SESSION MEETING
Thursday, August 10, 2017
Terra West Management Services
6628 Skypointe Dr., Ste. 290, Las Vegas, NV 89131
REGULAR SESSION MINUTES**

Board Members

Judy Greenwood	President
Kenneth Scheuber	Vice President
Nachman Kataczinsky	Treasurer
David Pallas	Secretary (Absent)
James Westhoff	Director

Management

Community Managers, Rachel Stewart from Terra West Management Services were present.

Call to Order and Establishment of Quorum

A quorum was established with all Board Members in attendance and the Regular Session Meeting was called to order by Manager Stewart at 6:06pm.

Homeowner Comment Period- There were no homeowners present and no comments were made in regards to the agenda.

With no further business, the homeowner's forum was closed.

Review/Approval of Meeting Minutes-

A motion was made by President Greenwood to approve the Executive Session Board of Directors Meeting Minutes for May 11, 2017. After no further discussion, Vice President Scheuber seconded the motion. Motion carried by unanimous consent.

Review of Financials-President Greenwood made a motion to accept the financials as written for the month ending April, May, and June 2017 complete with income statements and balance sheets, pending audit or review. Director Westhoff seconded the motion. Motion carried unanimously

Manager Reports

Management Update-Noting was discussed

Executive Session Summary- An Executive Session Meeting was held before the Board of Directors Meeting to discuss delinquencies, legal issues, and violations within the community. No attorney was present to discuss any legal issue within the Executive Session

Unfinished Business

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- A. Discuss/Approve: Landscaping
- a. Carpet Roses
 - b. Common Area water shutoff
 - c. Update on the re-landscaping common areas:
 - i. Landscaping changes- 1 gallon plants vs 5 gallon plants, 13 gallon trees vs 24' box trees
 - ii. Carob trees cracking walls
 - iii. Canopy of African Sumac trees
 - iv. Mesquite in the Park
 - v. Date the plan would be 100% ready to approve
 - vi. Process of presentation for approval by the Board
 - vii. Best time to plant in Las Vegas Desert/ Targeted time period
 - viii. Letter to the community regarding the landscaping changes

The above items were discussed and a flyer will be sent to the entire membership letting the community know about the landscaping remodeling that is about to take place. Jake Swinney from Bilmar Landscaping will be present at the Board of Directors Meeting as a Guest Speaker on September 14, 2017.

B. Discuss/Approve: Parking Enforcement/Towing-It was discussed that enforcement/towing services agreements are to be solicited.

Opening of Sealed Bids-There were no opening of sealed bids-(Bids are opened in accordance with the Board's understanding of NRS 116.31086. The bids are to be opened and read aloud for recording purposes. The Board directs staff to review the received bid information for comparability, RFP compliance where applicable, vendor licensing and insurance and prepare a standardized pricing matrix. The vendor name, service and proposed pricing will be noted in the minutes of the meeting. The Board reserves the right to take action for bids pertaining to items included on the agenda.)

New Business

- A. **Discuss/Approve: Assessment Vacation/Holiday of Assessments-** A motion was made by Treasurer Kataczinsky to not charge the homeowners any assessments for the months of November, December 2017 and January 2018. President Greenwood seconded the motion. Motion carried unanimously
- B. **Discuss/Approve: 2017-2018 Management Contract-** A motion was made by Vice President Scheuber to accept and sign the 2017 to 2018 Terra West Management Services Contract. Director Westhoff seconded the motion. Motion carried unanimously

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- C. Discuss/Approve: Architectural Application Form-** A motion was made by President Greenwood to let Director Westhoff review and make the necessary changes on the Architectural Application form. Treasurer Katchczinsky seconded the motion. Motion carried unanimously

- D. Discuss/Approve: Garage Sale-**This agenda item was a topic of discussion and the tentative dates for the Fall Garage Sale will be held on October 13th thru October 15th. Vice President Scheuber and Manager Stewart will work on the flyer that will be sent out to the entire membership for the garage sale. Banners for the Garage Sale will be placed on the walls of the community on October 8th.

- E. Discuss/Approve: Monthly Compliance Profile Sheet-**The following items were discussed and the Board of Directors would like the following to be adhered to on all drives and to have a supervisor for the community inspector go out on the next drive to make sure the inspector is more consistence.
 - I. Write up homeowners for trash/trash containers in the courtyards
 - II. Write up homeowners for their residences if their house need to be painted
 - III. The Inspector needs to be more strict but be realistic

- F. Discuss/Approve: Community Newsletter & Trash Letter-** A motion was made by President Greenwood to have a newsletter and a trash letter go out and it should be black lettering and white background. Vice President Scheuber seconded the motion. Motion carried unanimously

Homeowner Comment Period- There were no homeowners present and no comments were made in regards community concerns or any topic of their choice.

With no further business, the homeowner's forum was closed.

Adjournment

President Greenwood motioned to adjourn the meeting, with no further discussion, Vice President Scheuber seconded. The meeting adjourned at 8:11 PM with unanimous consent.

Respectfully Submitted by Elizabeth Maye, Agent for Terra West Management on behalf of the Board Secretary.

Judy B. Samuel Sue 11/9/2017
Approved By Board Member Title Date