

SOUTH BAY HOMEOWNERS ASSOCIATION

Board of Directors Meeting

September 29, 2017

Time & Place: 9:00 a.m. – CDM Management
Directors Present: Bob Tessier, Sandie Shields, Lance Stanley, and Candee Doherty, (via telephone)
Others Present: Community Manager Deborah Markham and homeowners

Regular Session Minutes

Establish a Quorum/Call to Order

A quorum was established with four directors present. President Bob Tessier called the meeting to order at 9:02 a.m. The Pledge of Allegiance was recited.

Homeowner Forum

Nancy Roberts asked if the Board would consider utilizing the tennis courts as pickle ball courts. Bob Tessier replied that the board is considering that.

Nancy Roberts asked who monitors the cameras and when are they monitored. Bob Tessier replied that the cameras are monitored when an incident is reported. Currently three Board members and the management company have the ability to monitor the system.

Nancy Roberts asked about recycling.

Elizabeth Hunter stated that she misunderstood the request regarding recycling and thought the intent of the Board was to come up with recycling containers for inside the clubhouse. Elizabeth Hunter shared her thoughts regarding placement of the new mailboxes and that the bikes should not be touched until the snowbirds come back.

Nile Smith commented that he liked having cameras on site.

Paul Adams stated that he had a concern regarding the roof entrance on Buildings 10 & 11 and felt that it should be addressed. Management to hire contractor and rectify the issue.

Motion to Approve the March 25, 2017 and the June 30, 2017 Meeting Minutes

Candee Doherty moved and Sandie Shields seconded to approve the minutes as presented. The motion carried 4-0.

Executive Board Reports

Treasurer's Report – see attached report

Committee Reports

Maintenance Committee Report

No report presented

Landscape Committee Report

Elizabeth Hunter provided an overview of the committees concerns regarding the landscaping. (July 12, 2017 Landscape Committee Meeting minutes attached).

Hospital Committee

Nancy Roberts said that an activity sheet will be posted on the website and on the activity board.

Corporate Business
Unfinished Business

Status update on construction defect claim

The parties have scheduled an expert discussion on October 17th in preparation for a mediated settlement conference before the end of the year. The court appointed discovery referee has set a status conference for October 5th to establish a discovery schedule that will allow the firm to request a trial date at the next Court hearing on November 6th. However, they remain optimistic that we will reach a favorable settlement for the Association through mediation and well before trial.

Five year plan asphalt renovation

Incorporated into new reserve study

Board adoption of new reserve study

Lance Stanley moved and Sandie Shields seconded to adopt the study. The motion carried 4-0.

Status update on new cameras

Cameras are installed and Board training completed. An extra camera will be added to the clubhouse to capture the kitchen area.

Mailboxes – status update on installation and coordination with post office

The pedestal boxes arrived in August and are be ready to install once the post office assigns the boxes to individual units.

Bikes not removed from bike racks

Bob Tessier suggested that a notice be posted on the bulletin board notifying residents that the remaining bikes need to be removed from the racks. Candee Doherty suggested that the bike racks be donated to the school district.

Review recommendations from maintenance committee on an internal recycling program

The Board approved a canister to be placed somewhere near the exit gate on a trial bases. The canister must be maintained so as to not become an eyesore and cleaned so as not to attract bugs.

New Business

Adopt Board of Directors Resolution pertaining to smoking

Lance Stanley moved and Candee Doherty seconded to adopt the policy as drafted by the attorney. The motion carried 3-1 with Lance Stanley opposing.

Board adoption of revised Collection Policy mandated by Senate Bill 33

Lance Stanley moved and Sandie Shields seconded to adopt the revised policy as presented. The motion carried 4-0.

Solicit RFP's for landscape maintenance (two; one for 40 hours and one for 24 hours per week)

Lance Stanley moved and Sandie Shields seconded to solicit bids for landscape services. The motion carried 4-0.

Solicit RFP's for janitorial services

Lance Stanley moved and Sandie Shields seconded to obtain bids for janitorial services. The motion carried 4-0.

Review bids for replacing the asphalt tennis courts

Two bids were received for replacing the 3' thick existing asphalt tennis courts approximately 10,050 sq. ft. American Pavement provided a proposal for \$57,220.00 but did not include the removal and replacement of the fencing. MK House provided a detailed estimated of \$96,370.00 which included the removal of the fencing. MK house also provided a proposal for post tension concrete overlay instead of asphalt as the useful life of a post tension courts is 50 years. Candee Doherty moved to accept the proposal from M K House for \$140,000.00 rather than the \$96,370.00 for the asphalt court. The motion carried 4-0.

Seek volunteers for ad-hoc budget committee

Paul Adams, Elizabeth Hunter, Candee Doherty, Diane Martin and Nancy Roberts. The workshop is scheduled for October 19th at 10:00 a.m.

Ratify action of installing new pump

Candee Doherty moved and Lance Stanley seconded to ratify the action of purchasing and installing a new circulating pump for the front spa for \$705.68. The motion carried 4-0.

Schedule next Meeting(s) – November 3rd, 2017 at 10:00 a.m.

Homeowner Forum

A homeowner asked if additional lighting could be added to illuminate the new mail boxes.

Adjournment

A motion to adjourn was made by Lance Stanley and seconded by Sandie Shields. The meeting adjourned at 11:00 a.m.

Respectfully submitted;



Deborah Markham
Association Manager

Attachments: August 31, 2017 Treasurer's report
July 12, 2017 Landscape Minutes

South Bay Treasurer's Report

For eight months ending August 31, 2017

Total assets in the operating fund \$ 106,455.35

Total assets in the reserve fund \$921,868.78

Total assets in the construction defect fund \$33,854.37

Operating cash balance \$56,101.40

Prepaid assessments total \$38,299.69

Delinquent assessments total \$13,039.90

The delinquent assessments are collected in accordance with the association's collection policy. 11 units make up 95% of the delinquencies.

For each budgeted account I noted the following:

Total Income over what was projected \$32,239.56 (insurance proceeds)

Total Administrative under budget \$1,064.66

Total Maintenance - over budget \$39,111.93 (insurance repairs)

Utilities - under budget \$9,807.36

Leaving a current year net income of \$4,046.21

Landscape Committee Meeting

July 12, 2017

Meeting called to order at 10AM. Present was Board Representative Sandie Shields; Committee Members Elizabeth Hunter, MaryAnn Coyle and by phone, Deborah Ford. Also, present was homeowner, Adam Dollah. It was realized that Google Duo only allows one person to connect. Once connection established unable to see if anyone else trying to access meeting; unable to display photos from phone and not able to record from the phone then either. MaryAnn volunteered to take minutes. Apologies to our Secretary, Carolyn Hill (who it was noted after meeting adjourned was trying to call in.)

As established at past meetings our Summer Goals are to help Acme with Sprinkler System and Drip system leaks and dead plants. Adam noted a sprinkler near the East end of Bldg. 1 was shooting up into the light fixture. By the South-East end of Bldg. 6 grass area, birds were using sprinkler to make a pond. No correction had been made to this so Landscape Chair put rocks around sprinkler so birds could not access, until sprinkler is fixed. Also noted the diaphragms on two sprinklers in gravel area of same corner, leaking and need to be repaired as well. Deb Ford stated many plants need fertilizer/food. Elizabeth noted especially the citrus trees. Several plants after "120+ heat" are really in need of water (ie. Bunny Hill between Bldg. 8 and Bldg. 9) both grass and Citrus Trees. MaryAnn made note of tree in front of Bldg. 12 near 1092 looks nearly dead. Elizabeth noted the same for a shrub under BR window on South West end of Bldg. 4.

Report submitted at June 30th Board Meeting included items covered by contract that need attention: dead plants; weeds and feeding and fertilizing plants. Copy being distributed to Committee Members. Questioned by Candee why not direct to Nick? Advised from Organizational Meeting all items were to go through Debbie Markham, CDM Property Manager. Also questioned why wait so long to generate a list? This was collected over the past 3 years. Felt it was time it be addressed in writing at a Board Meeting.

Big concern and photos disbursed to CDM and Acme of Green Slime on bottom pond area at the West End (standing water from 7/9/17) and standing water in the (3) water fall retention pump areas. Big concern with Mosquitos. Distributed Clark County's article to Board Members regarding policy on Mosquito Prevention. So far, we have only had a trace and 0.06 inches of rain. Either rocks are blocking drilled drainage holes or insufficient holes drilled in this area. Deb mentioned that her husband had called CDM as workers putting rocks into about 4 inches of water in that area. Elizabeth had also called and tried stopping them as if it is standing water now and not draining, it will be a problem later on. Deb Markham told Elizabeth that by the time she got there the rocks were already in place. Suggestion of the committee is to dig up the plants and drill more holes. Sandie Shields also suggested maybe just cut a block out in the center of that pond area.

Then there was rumored that the plants originally planted in the former water feature were not guaranteed by ACME because of the type of plants. Sandie did say that Acme claimed that was true, yet all plants were researched by Don Kroll and the former committee and good for this area (10). The committee noted numerous plants by contract need to be replaced, yet the ones "not guaranteed" were the first to be replaced. Some voiced they were not sure drip lines working. It was agreed, this was not only true in the water feature area but all over the property and perhaps a full inspection of all sprinkler and drip lines should be done ASAP. MaryAnn noted the front pencil cactus outside front wall, south of flag pole were turning yellow (usually implying too much water). The Redwood/Pine trees, especially one of them look dead. Was it lack of water or a Pine Beetle? Elizabeth asked. No one knew.

Several comments heard from residents in Bldgs. 7 through 14 was they felt ignored, more like step-children. Discussion ensued about the need of two landscapers. Mike does an excellent job, but it is more than he can keep up with. MaryAnn thought the Contract stated two landscapers. Someone else said we do have two, Jessie. It was noted he was for cleaning awnings, painting, power-washing the pool decks and breezeways. Weeding is a big reason. They need to be hand pulled. Several homeowners have taken to pulling weeds or trimming plants growing over their patios. Adam asked if Marijuana could be grown. Chair said that is probably an issue the Board will need to address with Recreational

Marijuana being legal now in NV. It was noted it was for use in PRIVATE homes. Associations are probably not considered PRIVATE. Adam and many others felt money on water feature was spent foolishly and that reviews of Companies doing work on our property need to be verified and researched. Upkeep needs to be the most important for the well-being of South Bay and many see nothing being done except for the water feature area and the front. The more prominently seen areas. Adam stated that the Board was not concerned with issues. Adam had volunteered to do research. Elizabeth pointed out the Board first has to direct what they want the committee to do. We can't really research unless Board directs us, just like the Board is to direct CDM what the Association. Consensus of the committee was that more workers are needed for better control and monitoring of water system, weeding, fertilizing and spraying for insects.