



SPRING CREEK ASSOCIATION COMMITTEE OF ARCHITECTURE REGULAR MEETING MINUTES

Spring Creek Association Committee of Architecture
Monday, April 12, 2021, 5:30 PM, PST
Fairway Community Center Meeting Room
401 Fairway Blvd, Spring Creek, Nevada

CALL TO ORDER: Chair Holland called the meeting to order at 5:30 PM noting there were no individuals who called in on the phone (zoom) line.

ROLL CALL

PRESENT: Chair Jill Holland, Vice-Chair Cassandra Banuelos, Elex Vavruck, Kevin Martindale & Stephanie Sisk

ABSENT:

STAFF MEMBERS PRESENT: SCA Vice President Kerr, COA Secretary Cromwell and Kristine Austin-Preston

CORPRATE ATTORNEY: Katie McConnell

PLEDGE OF ALLEGIANCE

NOTICE:

- 1. Items may be taken out of order**
- 2. Two or more items may be combined**
- 3. Items may be removed from agenda or delayed at any time**
- 4. Restrictions regarding Public Comment:** Pursuant to N.R.S. 241.020(c) (3), this time is devoted to comments by the public, if any, and discussion of those comments. No action may be taken upon a matter raised under this item on the agenda until the matter itself has been specifically included on a successive agenda and identified to be an action item. Comments during this public comment period are limited to items NOT listed on the agenda and shall be limited to not more than three (3) minutes per person unless the Committee of Architecture elects to extend the comments for purposes of further discussion. Persons making comment will be asked to begin by stating their name for the record and to spell their last name. The Chair may prohibit comment, if the content of that comment is a topic that is not relevant to, or within the authority of, the Spring Creek Association or if the content is willfully disruptive of the meeting by being irrelevant, repetitious, slanderous, offensive, inflammatory, irrational, or amounting to personal attacks or interfering with the rights of other speakers.

COMMENTS BY THE GENERAL PUBLIC

NO ACTION MAY BE TAKEN

No action may be taken on a matter raised under this item of the agenda until the matter itself has been included specifically on an agenda as an item upon which action will be taken.

No public comment was offered

NEW BUSINESS

- 1.1** Review, discussion, and possible action to approve a livestock permit for five (5) sheep at **888 Black Oak Drive, (Tracy 402, Block 005, Lot 021)**

FOR POSSIBLE ACTION

No public comments.

Member Sisk moved/Vice Chair Banuelos seconded to approve a livestock permit. Motion carried. (5-0)

- 1.2** Review, discussion, and possible action to approve a livestock permit for four (4) sheep and four (4) goats at **882 Spring Valley Parkway, (Tract 202, Block 025, Lot044)**

FOR POSSIBLE ACTION

No public comments.

Vice Chair Banuelos moved/Member Vavrick seconded to approve the livestock permit. Motion carried. (5-0)

- 1.3** Review, discussion, and possible action to approve a livestock permit for two (2) breeding cattle, four (4) market cattle and four (4) goats at **864 Abeyta Drive (Tract 109, Block 002, Lot 005).**

FOR POSSIBLE ACTION

No public comments.

Chair Holland moved/Vice Chair Banuelos seconded to approve the livestock permit. Motion carried. (5-0)

OLD BUSINESS

- 2.1 Review, discussion, and possible action regarding property violations of the COA Rule and Regulations #12 Inoperative/Unregistered/Unlicensed Vehicles, DORs #15 Storage of Tool and Trash and A-1 Improvement Standards at **353 Trescartes Ave, (Tract 201, Block 009, Lot 052).**

Jeremy Smith stated he has not been able to do much with the weather. He will continue to work on the clean up as the weather gets better.

Secretary Cromwell stated that the in-op truck was gone upon review one day and then back again when she reviewed the property a different day.

Jeremy Smith stated he had sold the truck and then it broke down and it was back at his place for him to help fix.

Vice Chair Banuelos stated she would like to see Jeremy back monthly with updates.

No public comment.

Vice-Chair Banuelos/Member Vavrck voted to bring the property back to the May meeting with an update. Motion carried. (5-0)

WORKSHOP AND ORIENTATION BY KATIE MCCONNELL, INCLUDING PRESENTATION AND DISCUSSION ON THE FOLLOWING AREAS: OPEN MEETING LAW, CODE OF CONDUCT, GOVERNING DOCUMENTS, RULES AND REGULATIONS, ROBERTS RULES OF ORDER AND MATTERS RELATED THER

3. Katie McConnell gave a presentation on the following-
- OPEN MEETING LAW – NRS 241** – Basic of Open Meeting Law, Do's and Don't's of Open Meeting Law
 - RULES OF PROCEDURE AND ORDER** – Summary of Rules and Procedures
 - ROLE OF THE COA WITHING SCA** – Authority Granted t Committee Members, Roles if the Committee Members, Duties owed to SCA/COA, Organizational Setup, Interaction between Staff/COA/Board and Confidentiality/Board Decorum
 - REFERRALS RO BOARD/LEGAL** – Summary of Board Process (Referrals/Appeals) and Summary of Legal Process
 - DUTIES AND RESPONSIBILITIES OF DIRECTORS** – Director's Code of Conduct, Immunity, Liability and Authority

LEGAL REPORT

4. Review and discussion regarding the monthly update on property violations turned over to McConnell Law per SCA Board approval. **NON-ACTION ITEM**

No public comments.

APPROVAL OF MINUTES

5. Approval of minutes from the March 8, 2021 COA regular meeting. **FOR POSSIBLE ACTION**

Vice Chair Banuelos moved/Member Vavruck seconded to approve the minutes. Motion amended to approve with corrections.

REPORTS

- 6.1 Approve Committee of Architecture Revenue Report for March 2021. **FOR POSSIBLE ACTION**

- 6.2 Approve Committee of Architecture Occupancy Report for March 2021. **FOR POSSIBLE ACTION**

- 6.3 Approve Committee of Architecture Violation Report for March 2021. **FOR POSSIBLE ACTION**

No Public Comment.

Member Martindale motioned/Vice Chair Banuelos seconded to accept the COA revenue report, occupancy report and violation report from March 2020.

7. **PUBLIC COMMENT**
Pursuant to NRS 241 this time is devoted to comments by the public, if any, and discussion of those comments. No action may be taken on a matter raised under this item of the agenda until the matter itself has been included specifically on an agenda as an item upon which action will be taken. **NON-ACTION ITEM**

8. **THE NEXT REGULAR MEETING OF THE COMMITTEE OF ARCHITECTURE IS SCHEDULED FOR MONDAY, May 10, 2021 AT 5:30 PM.**
NON-ACTION ITEM

9. **ADJOURN MEETING**
The meeting was adjourned at 7:50 pm.