

**MONTECITO HOMEOWNERS
ASSOCIATION
OPEN SESSION**

FirstService Residential
January 13 2025 – 6:00 PM





MONTECITO HOMEOWNERS ASSOCIATION OPEN SESSION

January 13, 2025 6:00 PM
FirstService Residential
8290 Arville Street Las Vegas, NV 89139

MINUTES

Directors Present

Brian Herwander - President
Grace McCullough - Secretary
Robert Bronstein - Treasurer

Directors Absent

None

Additional Attendees

FirstService Residential - Scott Huss
Residents - Robert Will, Cynthia Will, Marice Bronstein, Christine Wait, Dian Troy, James Troy, Dominic Marvelli, Reyna Marvelli, Thomas Terzino, Patrick Beebe, Irene Beebe, Richard Lundquist,

I. ESTABLISHMENT OF QUORUM AND CALL TO ORDER

The Meeting is called to order at ____ PM.

II. EXECUTIVE SESSION ACKNOWLEDGEMENT, IF ANY

In accordance with NRS 116.31085, the Board of Directors met in an executive session prior to this Meeting and reviewed the following items: Minutes, Non-Compliance Issues, Waiver Requests, and Collection and Legal matters.

III. HOMEOWNER OPEN FORUM – AGENDA ITEMS ONLY

The Following Comments were made in Homeowner Open Forum:

A resident asked when they will get New Gate Motors. Brian Herwander explained that there are several issues with the Gates that involve failing electric components. The Board is looking at Camera Systems because people are messing with the gates.

A Resident commented about Motorcycles exiting the community. Manager to look at finding a solution for people who need access to the community.

Residents Commented about SW Gas checking the Lamps in the Community and how they communicate with the Community.

A resident asked about the frequency of Street Sweeping. The Streets are swept once a month. Another homeowner noticed that many homeowners push their leaves into the street and cause the issue.

IV. APPROVAL OF MINUTES

The Board Approved the Minutes from the October 2024 Board Meeting and the 2025 Budget Ratification Meeting as presented.

Motion: Brian Herwander
Second: Robert Bronstein

► **Resolved**
The motion passed unanimously

V. FINANCIALS

The Board Reviewed the Financials as presented Per NRS116.31083- this satisfies the board's responsibility to review the association's finances at a minimum of every 100 days.

VI. REPORTS

A. MANAGEMENT REPORT

The Board reviewed the Management Reports as presented.

VII. LEGAL UPDATES

None at this time.

VIII. ACKNOWLEDGEMENT OF ACTION OUTSIDE OF MEETING

A. 2024 TAX LOR

Bainbridge and Little was selected to complete the Associations 2024 Audit and Tax Return for \$1,325

B. 2025 LANDSCAPE COSTS

Par3 provided a pricing update for the 2025 Landscaping Costs: \$362 Monthly.

C. ENTRY BENCH

A Bench was installed in the Common Area for \$1,313.65.

D. FOUNTAIN BOWL PAINTING

Certa Pro Painters were selected to paint the Fountain Pony Wall - \$980

E. FOUNTAIN COATING

Precision Painting is contracted to restore the Fountain for \$4,000

F. GATE REPAIRS

CAS performed additional gate equipment repairs (Electrical Harness, Remote Receiver) for \$771.82.

G. PALM TREE TRIMMING

Par3 will be trimming the Palm Trees for \$280

IX. UNFINISHED BUSINESS

None at this time

X. NEW BUSINESS

A. ENTRY SIGN

The Eastern Entry Sign is Damaged. The following quotes were developed to repair the Sign:

Vendor	Cost	HR - Board Determination
Pro Tec	\$1,200	
Stills Construction	\$1,116	
MK House	\$565	
Wright Ventures	\$1,150	
Titan Construction Services	\$600	HR - Accepted

Motion: Brian Herwander

Second: Robert Bronstein

- *Resolved*
The motion passed unanimously

B. STONE VENEER

The Board chose to take no action on this item.

C. GATE REPAIRS

Several Items were Quoted by CAS for repair at the Gates:

Item	Cost	HR - Board Determination
Electric Photo Eye	\$541.10	HR - Accepted
Exit Loop Detector	\$344.17	HR - Accepted
Primary Anchor Relocation	\$249.01	
Entry System Control Board	2,408.27	

Motion: Brian Herwander

Second: Robert Bronstein

- *Resolved*
The motion passed unanimously

D. ENTRY SYSTEM

The Board is looking at replacing the control box at the Entry of the Community. Sealed Bids have been obtained and requested.

Vendor	Cost	Includes	HR - Determination
Battle Born Access Systems	\$24,096.68	MyQ Entry Box, Cameras	HR - Accepted
Western Door and Gate	\$6,466.92	Cameras	
Western Door and Gate	\$5,875.63	New Door King System	
Western Door and Gate	\$7,754.04	MyQ System	
Sting Alarm	\$13,995.29	Cameras	
CAS	\$11,433.78	Cell Gate - Cameras	
Battle Born	\$15,687.65	Cameras - Turing AI	
Battle Born	\$13,919.52	Cameras Dahua Camera	

The Board Selected Battleborn Access Systems to upgrade the Community Access System and Install Cameras in the Community.

Motion: Brian Herwander

Second: Robert Bronstein

- *Resolved*
The motion passed unanimously

E. GATE PM

The Board wanted to check on a new Gate PM Provider. The following Bids were returned.

Vendor	Cost	Frequency	HR Determination
Battle Born	\$556	Quarterly	HR - Accepted
Valley Gates	\$500	Quarterly	
Western Door and Gate	\$740	Quarterly	

The Board Accepted the Annual PM Proposal from Battle Born Security Systems.

Motion: Brian Herwander

Second: Robert Bronstein

► *Resolved*
The motion passed unanimously

F. RESERVE STUDY

The Association is due to complete its full 2025 Reserve Study Update by May 5th of 2025. Sealed bids were Opened at this Meeting.

Vendor	Cost	HR Determination
Better Reserves	\$700.00	
Facilities Advisors	\$1,925.00	
Geo Reserves	\$850.00	
Complex Solutions	\$1,050.00	HR - Accepted

The Board Accepted Complex Solutions to prepare the 5 Year Reserve Study Update.

Motion: Brian Herwander
Second: Robert Bronstein

► *Resolved*
The motion passed unanimously

XI. HOMEOWNER OPEN FORUM – ALL ITEMS

The Following Comments were made in Homeowner Open Forum:

A homeowner commented on what the Cap on Rentals are. The Renters in the Community as of now are about 12%. The Association must remain in compliance with the Fair Housing Act.

A resident commented on enforcing parking and looking into keeping eyes on this item. Suggestion to call Southern Highlands Patrol if the residents need assistance. 702 -614 -1006

A homeowner commented about the Color Schemes for the Association. Residents need to be aware that Southern Highlands has updated the Approved Colors since the property was built.

A resident commented about the Iron Gates not being tall enough to prevent people from Jumping Over and Casing the Community.

XII. SCHEDULING OF NEXT BOARD MEETING

The next Board Meeting is scheduled for Monday, April 14, 2025 at 6PM. Closed Session at 5:30PM.

XIII. ADJOURNMENT

Motion to Adjourn the Meeting. Meeting was adjourned at 7:21PM

Grace McAllough
APPROVED

4/15/2025
DATE

**MONTECITO HOMEOWNERS
ASSOCIATION
OPEN SESSION**

FirstService Residential
April 14 2025 – 6:00 PM





MONTECITO HOMEOWNERS ASSOCIATION OPEN SESSION

April 14, 2025 6:00 PM
FirstService Residential
8290 Arville Street Las Vegas, NV 89139

MINUTES

Directors Present

Robert Bronstein - Treasurer
Grace McCullough - Secretary
Christine Wait - Director

Directors Absent

None

Additional Attendees

FirstService Residential - Scott Huss
Residents - William Geoghegan, Tom Jankuka, Brian Herwander, Richard Lundquist, Robert Will, Cynthia Will, Thomas Terzino

I. ESTABLISHMENT OF QUORUM AND CALL TO ORDER

The Meeting was called to order at 6:05PM

II. EXECUTIVE SESSION ACKNOWLEDGEMENT, IF ANY

In accordance with NRS 116.31085, the Board of Directors met in an executive session prior to this Meeting and reviewed the following items: Minutes, Non-Compliance Issues, Waiver Requests, and Collection and Legal matters.

III. HOMEOWNER OPEN FORUM – AGENDA ITEMS ONLY

The Following Comments were made at the Homeowner Open Forum:

- A Homeowner Commented on if the Board considered a mechanism to use the exit gate. The Manager stated that remotes for the exit gate are available.

IV. APPROVAL OF MINUTES

The Board Approved the Minutes from the January 2025 Board Meeting as presented.

Motion: Robert Bronstein

Second: Grace McCullough

► **Resolved**

The motion passed unanimously

V. FINANCIALS

The Board acknowledges that they have fulfilled their duty to review the financial statements in accordance with NRS116.31083 subject to any current NRS or NAC required year-end audit or review.

A. 2024 TAX RETURN

The Association Filed its 2024 Federal Tax Return. The Tax Burden is \$5,744.

VI. REPORTS

A. MANAGEMENT REPORT

The Board reviewed the Management and Common Area reports as presented.

VII. LEGAL UPDATES

None at this time.

VIII. BOARD MEMBER RESIGNATION

Brian Herwander resigned from the Board of Directors on January 31, 2025.

IX. BOARD MEMBER APPOINTMENT

The Board of Directors Appointed Christine Wait to the Vacant Position on the Board on February 3 2025.

X. ACKNOWLEDGEMENT OF ACTION OUTSIDE OF MEETING

A. ARC MASTER APPLICATION

An ARC Application was filed with the Southern Highlands Master for \$51.50.

B. FOUNTAIN COVER REPAIRS

MK House was selected to Repair the Fountain Equipment Cover for \$1,780.

C. GATE REPAIR

CAS repaired the Front Gate for \$655.

Battle Born Access Systems installed a remote receiver and 10 Remotes for the Exit Gate for \$658.97

D. INTERNET SERVICE

Quantum Fiber will be providing the Internet Access to the Gate and Camera System for \$65 a Month.

E. REIMBURSABLES

Light Bulbs, Adhesive and Reflectors were ordered for \$53.50 and Reimbursed to a Board Member

F. STONE REPAIR

Stills Construction was selected to reinstall the Stone Veneer on the Call Box for \$775.

XI. UNFINISHED BUSINESS

None at this time

XII. NEW BUSINESS

A. ELECTION ACCLAMATION RESOLUTION

The Board Adopted the Election Acclamation Resolution with Amendment.

Motion: Robert Bronstein

Second: Grace McCullough

► *Resolved*

The motion passed unanimously

B. ELECTRIC OUTLET

The Board motioned to Deny the Proposal as presented.

Motion: Grace McCullough

Second: Robert Bronstein

- *Resolved*
The motion passed unanimously

C. HOSE BIB INSTALL

The Board Motioned to Accept the Proposal form Splash Pools as presented.

Motion: Grace McCullough

Second: Robert Bronstein

- *Resolved*
The motion passed unanimously

D. RESERVE STUDY ADOPTION

The Board Motioned to table this item to the Next Board Meeting for further review.

Motion: Robert Bronstein

Second: Grace McCullough

- *Resolved*
The motion passed unanimously

XIII. HOMEOWNER OPEN FORUM – ALL ITEMS

The following comments were made in Homeowner Open Forum:

- A Homeowner Asked about the speed and process of submitting an ARC for Lamp Conversion

XIV. SCHEDULING OF NEXT BOARD MEETING

The next Board Meeting is scheduled for July 14th 2025 at 6PM. This Meeting will be followed by your Annual Meeting and Election.

XV. ADJOURNMENT

Motion to Adjourn the Meeting. Meeting was adjourned at 6:47PM

Motion: Robert Bronstein

Second: Christine Wait

- *Resolved*
The motion passed unanimously

Robert Bronstein

APPROVED

7/15/2025

DATE

**MONTECITO HOMEOWNERS
ASSOCIATION
OPEN SESSION**

FirstService Residential
September 11 2025 – 12:00 PM





MONTECITO HOMEOWNERS ASSOCIATION OPEN SESSION

September 11, 2025 12:00 PM
FirstService Residential
8290 Arville Street Las Vegas, NV 89139

MINUTES

Directors Present

Robert Bronstein - Treasurer
Brian Herwander - President

Directors Absent

Christine Wait - Director

Additional Attendees

FirstService Residential - Scott Huss
Residents - Richard Lundquist

I. ESTABLISHMENT OF QUORUM AND CALL TO ORDER

The Meeting was called to order at 12:02PM

II. EXECUTIVE SESSION ACKNOWLEDGEMENT, IF ANY

In accordance with NRS 116.31085, the Board of Directors will not meet in Executive Session in relation to this Meeting.

III. HOMEOWNER OPEN FORUM – AGENDA ITEMS ONLY

IV. APPROVAL OF MINUTES

The Board approved the July 2025 Minutes as presented

Motion: Brian Herwander
Second: Robert Bronstein

► *Resolved*
The motion passed unanimously

V. FINANCIALS

The Board reviewed the following at this Meeting:

BALANCE SHEET-As of June 30, 2025

Cash in the operating account totaled \$71,806.21. Cash in the reserve account totaled \$467,804.28. The Association is in compliance with paragraph (b) of subsection 2 of NRS116.3115 and that reserve funds have not been used for daily maintenance. According to the reserve study, the ideal fully funding reserve account balance at the end of 2025 should be \$463,539.00. Delinquent accounts receivable totaled \$9,087.05. Delinquent accounts receivable is being collected in accordance with the Association's collection policy.

INCOME & EXPENSE STATEMENT

For the month ending June, 2025, operating revenue amounted to \$14,217 Association incurred \$13,178 in operating expenses and recorded \$3,408 of transfer to the reserve account leaving a surplus of \$1,039 in the Operating Account.

BALANCE SHEET-As of July 31, 2025

Cash in the operating account totaled \$67,487.28. Cash in the reserve account totaled \$439,832.25. The Association is in compliance with paragraph (b) of subsection 2 of NRS116.3115 and that reserve funds have not been used for daily maintenance. According to the reserve study, the ideal fully funding reserve account balance at the end of 2025 should be \$463,539.00. Delinquent accounts receivable totaled \$9,825.21. Delinquent accounts receivable is being collected in accordance with the Association's collection policy.

INCOME & EXPENSE STATEMENT

For the month ending July 31, 2025, operating revenue amounted to \$17,726 Association incurred \$12,332 in operating expenses and recorded \$3,408 of transfer to the reserve account leaving an excess of \$5,394 in the Operating Account.

A. PURCHASE CARD REPORT

The Following Purchases were made on the Communities Purchase Card Account:

July 2025: \$103.68 MyQ Fees

August 2025: \$103.68 MyQ Fees

VI. LEGAL UPDATES

None at this time.

VII. ACKNOWLEDGEMENT OF ACTION OUTSIDE OF MEETING

A. CURB PAINTING

The Board accepted the Contract to Paint the Corner Curbs in the Community from Unforgettable Coatings for \$2,673.

B. LANDSCAPE REPAIRS

Par3 Removed the failing Spiral Junipers at the Entry of the community for \$282.47

VIII. UNFINISHED BUSINESS

None at this time

IX. NEW BUSINESS

A. COMMUNITY PARKING RESOLUTION

The Board motioned to Adopt the Updated Community Parking Resolution as presented.

Motion: Brian Herwander

Second: Robert Bronstein

► *Resolved*

The motion passed unanimously

X. HOMEOWNER OPEN FORUM – ALL ITEMS

The following comments were made in Homeowner Open Forum:

- Why are the exit gate remotes something we charge homeowners for? The board motioned to make exit gate remotes free for lifted trucks and Motorcycles.

Motion: Brian Herwander

Second: Robert Bronstein

- ▶ *Resolved*
The motion passed unanimously

XI. SCHEDULING OF NEXT BOARD MEETING

The next Board Meeting is scheduled for October 13 2025 at 6PM.

XII. ADJOURNMENT

Motion to Adjourn the Meeting. Meeting was adjourned at 12:11PM

Motion: Brian Herwander
Second: Robert Bronstein

- ▶ *Resolved*
The motion passed unanimously

Robert Bronstein

APPROVED

10/14/2025

DATE

**MONTECITO HOMEOWNERS
ASSOCIATION
OPEN SESSION**

FirstService Residential
October 13 2025 – 6:00 PM





MONTECITO HOMEOWNERS
ASSOCIATION
OPEN SESSION

October 13, 2025 6:00 PM
FirstService Residential
8290 Arville Street Las Vegas, NV 89139

MINUTES

Directors Present

Richard Lundquist - Director
Robert Bronstein - Treasurer
Brian Herwander - President

Directors Absent

None

Additional Attendees

FirstService Residential - Scott Huss
Residents - Marice Bronstein, Robert Will, Cynthia Will, James Troy, Thomas Terzino, Bill Geoghegan

I. ESTABLISHMENT OF QUORUM AND CALL TO ORDER

The Meeting was called to order at 6:08PM

II. EXECUTIVE SESSION ACKNOWLEDGEMENT, IF ANY

In accordance with NRS 116.31085, the Board of Directors met in an executive session prior to this Meeting and reviewed the following items: Minutes, Non-Compliance Issues, Waiver Requests, and Collection and Legal matters.

III. HOMEOWNER OPEN FORUM – AGENDA ITEMS ONLY

None at this time

IV. APPROVAL OF MINUTES

The Board Adopted the Minutes from the September 2025 Meeting as presented

V. FINANCIALS

The Board reviewed the Following Financials at this Meeting:

The Board acknowledges that they have fulfilled their duty to review the financial statements in accordance with NRS116.31083 subject to any current NRS or NAC required year-end audit or review.

BALANCE SHEET-As of August 31, 2025

Cash in the operating account totaled \$71,197.60. Cash in the reserve account totaled \$443,449.14. The Association is in compliance with paragraph (b) of subsection 2 of NRS116.3115 and that reserve funds have not been used for daily maintenance. According to the reserve study, the ideal fully funding reserve account balance at the end of 2025 should be \$463,539.00. Delinquent accounts receivable totaled \$5,523.73. Delinquent accounts receivable is being collected in accordance with the Association's collection policy.

INCOME & EXPENSE STATEMENT

For the month ending August 31, 2025, operating revenue amounted to \$16,598 Association incurred \$11,897 in operating expenses and recorded \$3,408 of transfer to the reserve account leaving a surplus of \$4,699 in the operating.

A. P-CARD REPORT

The Following Charges were placed on the Associations Purchase Card:

September 2025 - \$103.68 - MyQ Gate Access Fees

VI. LEGAL UPDATES

None at this time

VII. ACKNOWLEDGEMENT OF ACTION OUTSIDE OF MEETING

A. BOARD RESIGNATION

Christine Wait resigned from the Board on September 20, 2025 by written resignation.

B. BOARD APPOINTMENT OF RICHARD LUNDQUIST

Richard Lundquist was appointed to the Vacant Position on the Board on September 23rd 2025.

C. CAMERA UPGRADE

Battle Born Access Systems Upgraded one of the Cameras at the Entry to a 360 degree Rotating Camera for \$1,383.40

D. GATE REPAIRS

Battle Born Access Systems replaced the Batteries at Both Entry and Exit Gate Operators for \$395.23.

E. LANDSCAPE MAINTENANCE

Par 3 removed the Failing Spiral Junipers from the Entry for \$282.47

Par 3 replaced the Failing Rose Bushes with Low Boy Pyracantha behind the Fountain for \$1,983.68

F. SOLAR PANEL POLICY RESOLUTION

On September 30, 2025 the Board Adopted a Solar Panel Policy Resolution that set specific requirements for Solar Installations in the Montecito Community.

VIII. ORGANIZATON OF BOARD

With the Addition of Richard Lundquist to the Board - the Board was given a change to Reorganize.

The Board motioned to Accept the Positions below:

President - Brian Herwander

Treasurer - Robert Bronstein

Secretary - Richard Lundquist

Motion: Robert Bronstein

Second: Brian Herwander

► *Resolved*

The motion passed unanimously

IX. UNFINISHED BUSINESS

None at this time

X. NEW BUSINESS

A. FOUNTAIN REPAIR

No competitive Bids were presented at this Meeting Management is still searching for a vendor to complete this work.

B. PARKING ENFORCEMENT

The Board is looking for a Parking Enforcement Vendor to help enforce the new parking policy at the Start of 2026.

Vendor	Service	Cost	HR Determination
SCS	4 Patrols Per Month	\$280 Monthly	
Professional Parking Enforcement	3 Visits Per Week	\$775 Monthly	

The Board Took no action on this item - hoverer they would like to reconsider this at the January 2026 Meeting.

C. TOWING COMPANY

The Board is being presented with a Draft Contract from Ashley's Towing - that outlines the general requirements for Towing Services in the Community. An HOA can enter into an agreement with any Towing Vendor at any time - since it does not offer a cost to the Association.

The Board did not take action on this item - and indicated that they would like to consider this item at the January 2026 Board Meeting.

XI. 2026 BUDGET ADOPTION

The Board was presented the following for review:

- The Budget Summary Letter
- 2026 Budget for Adoption
- Reserve for Annual Review
- Association Collection Policy
- Schedule of Collection Fees
- Penalty Policy
- Investment Policy
- Service Member Verification Form
- Board Member Awareness Form

There is no Increase of Assessments Expected in 2026.

The Board made amendments to the Budget to Reduce the Landscape Contractor Cost by \$48. They wanted to increase the Monthly Cost for the Parking Enforcement by \$40. The Remainder cost difference was removed from the Reserves.

The Board Adopted the Budget as Amended.

Motion: Brian Herwander

Second: Robert Bronstein

► **Resolved**
The motion passed unanimously

XII. HOMEOWNER OPEN FORUM – ALL ITEMS

The following comments were made in Homeowner Open Forum:

- A homeowner wanted a status update on the Gas Lamp Project and how it was going
- A homeowner commented about the risk of overfunding the reserves.

- A homeowner commented on the risk of homeowners suing the association for removing their vehicle.
- A homeowner was told that the Exit Remotes were being given out for Free for homeowners that Had Lifted Vehicles or Motorcycles.

XIII. SCHEDULING OF NEXT BOARD MEETING

The next Board Meeting is scheduled for January 12 2026 at 6PM.

XIV. ADJOURNMENT

Motion to Adjourn the Meeting. Meeting was adjourned at 7:01 PM

Motion: Brian Herwander

Second: Robert Bronstein

- *Resolved*
The motion passed unanimously



APPROVED

1/13/2026

DATE