



MONTECITO HOMEOWNERS ASSOCIATION

MONTECITO REGULAR SESSION MEETING

January 24, 2022 6:00 PM
FirstService Residential
8290 Arville Street
Las Vegas, NV 89139

MINUTES

Directors Present

Ira Kuzma - President
Patrick Beebe - Treasurer
Brian Herwander - Secretary

Directors Absent

Montecito - Member

Additional Attendees

Dena Pollizatto, SCM- FirstService Residential, LLC

I. ESTABLISHMENT OF QUORUM AND CALL TO ORDER

Resolved

As quorum was established, Community Manager Dena Pollizatto called the meeting to order at 5:56pm.

II. EXECUTIVE SESSION ACKNOWLEDGEMENT, IF ANY

Resolved

The Board of Directors acknowledged that they have met in Executive Session prior to this meeting to discuss/review Minutes/Legal Matters/Pending Litigation/Non-Compliance Matters/Delinquency Matters.

Motion: Ira Kuzma

Second: Brian Herwander

► Resolved

The motion passed unanimously

III. HOMEOWNER OPEN FORUM – AGENDA ITEMS ONLY

There were three (3) homeowners present and the following items were discussed that were on the agenda:

- a. Pressure Washing the entry gets dirty quick and to be done properly would need to be sealed.
- b. Replacement of Bay Laurel
- c. Financials (September, October, November) feels being behind with receiving the financials.

IV. APPROVAL OF MINUTES

A. OCTOBER 18, 2021

Resolved

The Board of Directors approved the minutes from the October 18, 2021 Board of Directors meeting as presented.

Motion: Patrick Beebe

Second: Ira Kuzma

▶ *Resolved*
The motion passed unanimously

B. OCTOBER 18, 2021- BUDGET RATIFICATION

Resolved

The Board of Directors approved the minutes from the October 18, 2021 Budget Ratification meeting as presented.

Motion: Ira Kuzma

Second: Patrick Beebe

▶ *Resolved*
The motion passed unanimously

V. FINANCIALS

Resolved

The Board of Directors reviewed the financials as presented and acknowledged the financials based off a year-end audit or review.

Motion: Ira Kuzma

Second: Patrick Beebe

▶ *Resolved*
The motion passed unanimously

VI. UNFINISHED BUSINESS- NONE AT THIS TIME.

Resolved

No unfinished business at this time.

VII. ACKNOWLEDGEMENT OF ACTION OUTSIDE OF MEETING, NONE AT THIS TIME

Resolved

No Action taken outside of meeting to acknowledge.

VIII. NEW BUSINESS

A. PAR 3 PROPOSALS

Resolved

a. Palm tree trimming: \$220.00.- Approved proposal as presented.

b. Bay Laurel Replacement: \$673.75. Denied proposal and ask to have landscaper reassess the tree in fall.

Motion: Patrick Beebe

Second: Ira Kuzma

► *Resolved*

The motion passed unanimously

B. PROPOSAL FOR PRESSURE WASHING/CLEANING PAVES AT ENTRANCE OF COMMUNITY

Resolved

a. Intertex LV, LLC: \$6,500.00

b. MK House: \$20,110.00- Pressure Wash only/\$32,678.75- Pressure Wash and Sealing

The Board of Directors denied to proceed with the project as rejected and will look into the concern at next street sealing and to add as a budget item for 2023.

Motion: Ira Kuzma

Second: Patrick Beebe

► *Resolved*

The motion passed unanimously

C. STREET SWEEPER PROPOSALS

Resolved

a. ProSweep- \$264.00 once a month / twice a month- \$528.00

b. Ecotec Environmental: \$210.00 once a month/ twice a month \$420.00

c. Bailey's Street Sweeper: \$232.00 once a month/ twice a month \$434.00.

The Board of Directors reviewed the proposals and motion to remain with current company Sunstate Companies. Thank the companies that bid.

Motion: Ira Kuzma

Second: Brian Herwander

► *Resolved*

The motion passed unanimously

D. PROPOSAL FOR CROSSBAR NEAR COMMUNITY CALL BOX

Resolved

The proposal presented were to remove at least 12" of stone veneer from bottom and paint/stucco.

a. Intertex LV: \$2,246.00

b. MK House: \$794.50

c. Titan Construction: \$2,150.00.

d. Desert Steel: Scope: \$1,900.00.

The Board of Directors accepted the proposal from MK House in the amount of \$794.50 and asked to have them paint the top cap at the same time as the callbox to have same color.

Motion: Patrick Beebe

Second: Brian Herwander

▶ *Resolved*

The motion passed unanimously

E. 2021 AUDIT/TAX RETURN PROPOSALS

Resolved

The Board of Directors received the Audit/ Tax Return bids as follows:

a. Bainbridge, Little, & CO, LLP- \$1,175.00- Audit and tax Return

b. Hilburn & Lein, CPA's: \$1275.00. Audit and tax return

The Board of Directors approved the proposal presented by Hilburn & Lein, CPA's in the amount of \$1,275.00.

Motion: Patrick Beebe

Second: None

▶ *Resolved*

The motion passed unanimously

F. EMERGENCY MEETING ITEMS

Resolved

No Emergency items to take action on.

IX. REPORTS

A. MANAGEMENT REPORT

The Board of Directors reviewed the action list items from the October 18, 2021 meeting. No questions on report presented.

B. MONTHLY ACTIVITY REPORT

Resolved

The Board of Directors reviewed the monthly activity report as presented. No questions on report presented.

C. COMMON AREA INSPECTIONS COMPLETED

Resolved

The Board of Directors reviewed the common area inspection reports as presented. No questions on report presented.

D. ARCHITECTURAL APPLICATIONS

Resolved

No Architectural Applications to be reviewed.

E. CORRESPONDENCES

Resolved

No Correspondences to be reviewed.

X. LEGAL UPDATES

Resolved

No legal matters for the Association.

XI. HOMEOWNER OPEN FORUM – ALL ITEMS

There were three (3) homeowners present the following items were discussed:

- a. Parking on street becoming an issue.
- b. trash sitting out longer than the 12 hours per documents.
- c. lights be placed for Hanukkah in the front entry/gates.
- d. lighting conversion.

XII. SCHEDULING OF NEXT BOARD MEETING

Resolved

The next scheduled meeting will be held on Monday April 4, 2022. Executive Session will be held at 5:30pm with Regular Session at 6:00pm.

XIII. ADJOURNMENT

Resolved

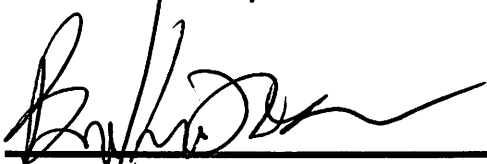
The meeting adjourned at 7:09pm.

Motion: Ira Kuzma

Second: Brian Herwander

► *Resolved*

The motion passed unanimously



APPROVED



DATE



MONTECITO HOMEOWNERS ASSOCIATION

MONTECITO REGULAR SESSION MEETING

April 4, 2022 6:00 PM
FirstService Residential
8290 Arville Street
Las Vegas, NV 89139

MINUTES

Directors Present

Ira Kuzma - President
Patrick Beebe - Treasurer
Brian Herwander - Secretary

Directors Absent

Montecito - Member

Additional Attendees

Dena Pollizatto, SCM- FirstService Residential

I. ESTABLISHMENT OF QUORUM AND CALL TO ORDER

Resolved

As quorum was established, the meeting was called to order by Community Manager Dena Pollizatto at 5:59pm.

II. EXECUTIVE SESSION ACKNOWLEDGEMENT, IF ANY

Resolved

The Board of Directors acknowledged that they have met in Executive Session prior to this meeting to discuss/review Minutes/Legal Matters/Pending Litigation/Non-Compliance Matters/Delinquency Matters.

Motion: Ira Kuzma

Second: Patrick Beebe



Resolved

The motion passed unanimously

. HOMEOWNER OPEN FORUM – AGENDA ITEMS ONLY

There were two (2) homeowners in attendance. There were no questions presented on the agenda for the meeting.

I. APPROVAL OF MINUTES

A. JANUARY 24, 2022

Resolved

The Board of Directors reviewed and approved the January 24, 2022 meeting minutes as presented.

Motion: Ira Kuzma

Second: Patrick Beebe

► **Resolved**
The motion passed unanimously

V. FINANCIALS

Resolved

The Board of Directors reviewed the financials as presented and acknowledged the financials based off a year-end audit or review.

Motion: Patrick Beebe

Second: Ira Kuzma

► **Resolved**
The motion passed unanimously

VI. UNFINISHED BUSINESS- NONE AT THIS TIME.

Resolved

No unfinished business at this time.

VII. ACKNOWLEDGEMENT OF ACTION OUTSIDE OF MEETING, NONE AT THIS TIME

Resolved

No Action taken outside of meeting to acknowledge.

. NEW BUSINESS

A. CAS PROPOSAL-BATTERY REPLACEMENT- \$330.08

Resolved

The Board of Directors approved the proposal as presented from CAS in the amount of \$330.08.

Motion: Ira Kuzma

Second: Brian Herwander

► **Resolved**
The motion passed unanimously

B. ANNUAL CALENDAR 2022

Resolved

The Board of Directors reviewed the 2022 Annual Calendar as presented. There were no questions or adjustments to be needed,

C. LANDSCAPE CONTRACT PROPOSALS

Resolved

Enclosed, proposals/scope for landscaping services . The following companies provided sealed bids:

a. **SB Landscaping:** Option 1- Crew Schedule Service: \$925.00/ Option #2- Includes Annual Change out 3

times per year & Annual Palm tree Trimming: \$597.00.

b. Perennial Landcare: Basic Services: \$915.00/ Inclusive: \$1,375.00

c. Landcraft: \$600.00 per month

d. Enhanced Landscape Management: \$865.00 per month

The Board of Directors decided to no proceed with changing of landscapers at this time.

Motion: Ira Kuzma

Second: Brian Herwander

AYEs: Brian Herwander, Ira Kuzma

NAYs: Patrick Beebe

► **Resolved**
The motion passed

D. GATE CODE CHANGE

Resolved

The Board of Directors discussed the changing of the gate code at least once a year. The new code will be #2539. Management will mail the owners the new gate code with two weeks, notification before old code will be removed.

E. EMERGENCY MEETING ITEMS

IX. REPORTS

A. MANAGEMENT REPORT

The Board of Director reviewed the action list from January 24, 2022. No questions were presented.

B. MONTHLY ACTIVITY REPORT

Resolved

The Board of Directors reviewed the monthly activity report as presented. No questions on report presented,.

C. COMMON AREA INSPECTIONS COMPLETED

Resolved

The Board of Directors reviewed the common area report as presented. No questions on report presented,.

D. ARCHITECTURAL APPLICATIONS

Resolved

No Architectural Applications to be reviewed.

E. CORRESPONDENCES

Resolved

No Correspondences to be reviewed.

X. LEGAL UPDATES

Resolved

No legal matters for the Association.

XI. HOMEOWNER OPEN FORUM – ALL ITEMS

There were two (2) homeowners in attendance. The following questions were presented:

- a. Gate code change- last time changed was confusing to residents.
- e. Lights change out to solar update.

XII. SCHEDULING OF NEXT BOARD MEETING

Resolved

The next scheduled Board of Directors for July 25, 2022 at 5:30pm Executive/6:00pm Regular Session.

XIII. ADJOURNMENT

Resolved

As there is no further items to discuss, the meeting was adjourned at 6:40pm.

Motion: Ira Kuzma

Second: Patrick Beebe

▶ **Resolved**
The motion passed unanimously

APPROVED

DATE



MONTECITO HOMEOWNERS ASSOCIATION MONTECITO REGULAR SESSION MEETING

July 25, 2022 6:00 PM
FirstService Residential
8290 Arville Street
Las Vegas, NV 89139

MINUTES

Directors Present

Ira Kuzma - President

Patrick Beebe - Treasurer

Additional Attendees

Dena Pollizatto, SCM- FirstService Residential

Directors Absent

Montecito - Member

Brian Herwander - Secretary

I. ESTABLISHMENT OF QUORUM AND CALL TO ORDER

Resolved

As quorum was established, the meeting was called to order by Community Manager Dena Pollizatto at 6:00pm.

II. EXECUTIVE SESSION ACKNOWLEDGEMENT, IF ANY

Resolved

The Board of Directors acknowledged that they have met in Executive Session prior to this meeting to discuss/review Minutes/Legal Matters/Pending Litigation/Non-Compliance Matters/Delinquency Matters.

Motion: Ira Kuzma

Second: Patrick Beebe

► Resolved

The motion passed unanimously

III. HOMEOWNER OPEN FORUM – AGENDA ITEMS ONLY

There were two (2) homeowners in attendance. The following items were discussed regarding agenda items:

- a. Solar change- Converting 8 HOA maintained lights with solar.

IV. APPROVAL OF MINUTES

A. APRIL 4, 2022

Resolved

The Board of Director reviewed and approved the April 4, 2022 meeting minutes as presented.

Motion: Ira Kuzma

Second: Patrick Beebe

▶ *Resolved*

The motion passed unanimously

V. FINANCIALS

Resolved

The Board of Directors reviewed the financials as presented and acknowledge the financials based off a year-end audit and/or review.

Motion: Ira Kuzma

Second: Patrick Beebe

▶ *Resolved*

The motion passed unanimously

VI. UNFINISHED BUSINESS- NONE AT THIS TIME.

Resolved

Minutes/Legal Matters/Pending Litigation/Non-Compliance Matters/Delinquency Matters.

VII. ACKNOWLEDGEMENT OF ACTION OUTSIDE OF MEETING, NONE AT THIS TIME

Resolved

No Action taken outside of meeting to acknowledge.

VIII. NEW BUSINESS

A. 2022-2023 INSURANCE RENEWAL

Resolved

The Board of Directors reviewed the insurance renewal as presented in the amount of \$5,191.00 (increased by \$436.00).

Motion: Ira Kuzma

Second: Patrick Beebe

▶ *Resolved*

The motion passed unanimously

B. M-5 LIGHTING CONTRACT

Resolved

The Board of Directors reviewed the contract presented by M5 in the amount of \$280.00 per month for twice a month service. Board asked to see if cleaning glass is included in the contract as well

Motion: Ira Kuzma

Second: Patrick Beebe

- ▶ *Resolved*
The motion passed unanimously

C. FRESH & CLEAR TERMINATION LETTER

Resolved

The Board of Directors were presented with the termination notice presented by Fresh & Clear and advised the Board last day of contract is July 28, 2022. No action to be taken, for informational purposes only.

D. FOUNTAIN SERVICES CONTRACT/PROPOSAL

Resolved

Management did not receive proposal for fountain maintenance. The Board of Directors postpone at this time until management obtains a proposal for maintenance.

Motion: Ira Kuzma
Second: Patrick Beebe

- ▶ *Resolved*
The motion passed unanimously

E. M5- PROPOSAL-CONVERT HOA COMMON AREA TO SOLAR LIGHTING

Resolved

The Board of Directors were presented with proposal from M5 to convert the common area lights that are HOA responsibility, but motioned to postpone at this time as the proposal is needing to be revised.

Motion: Ira Kuzma
Second: Patrick Beebe

- ▶ *Resolved*
The motion passed unanimously

F. MANAGEMENT INCREASE-MID YEAR DISCLOSURE 2022

Resolved

The Board of Directors discussed and reviewed the information. The motion was made as a counter offer to not increase the 3.5 % as of August 1st, 2022 and will increase the 6% . If costs do go down, the Board and management will negotiate increases.

Motion: Patrick Beebe
Second: Ira Kuzma

- ▶ *Resolved*
The motion passed unanimously

G. SCHEDULE 2023 BUDGET WORKSHOP

Resolved

The Board of Directors have scheduled the Budget workshop for September 12, 2022 at 5:30pm.

H. EMERGENCY MEETING ITEMS

Resolved

No Emergency Items to be discussed or presented.

IX. REPORTS

A. MANAGEMENT REPORT

The Board of Directors reviewed the April 4, 2022. No questions were presented.

B. MONTHLY ACTIVITY REPORT

Resolved

The Board of Directors reviewed the monthly activity report as presented. No questions on report presented.

C. COMMON AREA INSPECTIONS COMPLETED

Resolved

The Board of Directors reviewed common area reports as presented. No questions on reports presented.

D. ARCHITECTURAL APPLICATIONS

Resolved

No Architectural Applications to be reviewed.

E. CORRESPONDENCES

Resolved

No Correspondences to be reviewed.

X. LEGAL UPDATES

Resolved

No legal matters for the Association.

XI. HOMEOWNER OPEN FORUM – ALL ITEMS

There were two (2) homeowners present. The following was discussed:

- a. Painting of community light poles.
- b. Fountain not running 24/7 and wished to know why.

XII. SCHEDULING OF NEXT BOARD MEETING

Resolved

The next Board of Directors meeting is scheduled for October 17, 2022, 5:30pm Executive and 6:00pm Regular Session.

XIII. ADJOURNMENT

Resolved

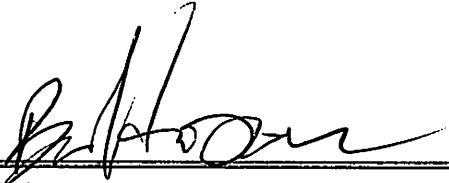
As there was no further items to discuss at 6:55pm.

Motion: Ira Kuzma

Second: Patrick Beebe

► *Resolved*

The motion passed unanimously



APPROVED

NOV 7 2022
DATE

<p align="center">Balance Sheet MONE Montecito Homeowners Association 06/30/2022</p>

FIRSTSERVICE RESIDENTIAL, NEVADA, LLC
 8290 ARVILLE STREET
 Las Vegas NV 89139

GL		Operating Fund	Reserve Fund	Total
ASSETS				
10010	US Bank Checking x6804	60,535.91	0.00	60,535.91
11511	Union Bank - MM x2674	0.00	189,116.23	189,116.23
11530	US Bank MM x6274	0.00	214,286.98	214,286.98
TOTAL CASH		\$60,535.91	\$403,403.21	\$463,939.02
HOMEOWNER RECEIVABLES				
12000	Assessments	852.00	0.00	852.00
12040	Fine Delinquency	1,200.00	0.00	1,200.00
12060	Miscellaneous	724.16	0.00	724.16
TOTAL HOMEOWNER RECEIVABLES		\$2,776.16	\$0.00	\$2,776.16
NET HOMEOWNER RECEIVABLES		\$2,776.16	\$0.00	\$2,776.16
OTHER ASSETS				
12300	Accounts Receivable	40.00	0.00	40.00
13100	Prepaid Insurance	396.25	0.00	396.25
TOTAL OTHER ASSETS		\$436.25	\$0.00	\$436.25
TOTAL ASSETS		\$63,748.22	\$403,403.21	\$467,151.43
LIABILITIES				
20000	Homeowner Prepayments	18,918.29	0.00	18,918.29
20400	Pending Unclaimed Property	2,363.98	0.00	2,363.98
22100	Accrued Accounts Payable	6,135.05	0.00	6,135.05
23000	Due to Management Company	365.50	0.00	365.50
29500	Contract Liability	0.00	402,404.13	402,404.13
TOTAL LIABILITIES		\$27,782.72	\$402,404.13	\$430,186.85
CONTRIBUTED CAPITAL				
39450	Prior Period Adjustments	(3,779.07)	0.00	(3,779.07)
39500	Members' Equity	43,334.93	0.00	43,334.93
	Excess of Revenue/Expenditures	(\$3,590.06)	\$999.08	(\$2,590.98)
TOTAL EQUITY		\$35,965.50	\$999.08	\$36,964.58
TOTAL LIABILITIES & EQUITY		\$63,748.22	\$403,403.21	\$467,151.43

The Association is in compliance with paragraph (B) of subsection 2 of NRS 116.3115. The Reserve funds have not been used for daily maintenance.

Statement of Revenue & Expenses - Operating
Fund
MONE Montecito Homeowners Association
06/30/2022

FIRSTSERVICE RESIDENTIAL, NEVADA, LLC
8290 ARVILLE STREET
Las Vegas NV 89139

GL		Jun Actual	Jun Budget	Jun Variance	YTD Actual	YTD Budget	YTD Variance	Annual Budget
REVENUE								
40005	Assessments	13,039	13,039	0	76,234	76,234	0	156,468
45' 25	Ass Review Fees	0	0	0	35	0	35	0
45' 56	Late Fees	40	0	40	260	0	260	0
45245	Fines	0	0	0	1,475	0	1,475	0
45646	Int - Homeowners	2	0	2	3	0	3	0
TOTAL REVENUE		\$13,081	\$13,039	\$42	\$80,007	\$76,234	\$1,773	\$156,468
EXPENSES								
Landscaping								
70005	LS - Contract	334	334	0	2,004	2,005	1	4,010
70025	LS - Repairs & Maint	135	15	(120)	135	90	(45)	180
Total Landscaping		\$469	\$349	(\$120)	\$2,139	\$2,095	(\$44)	\$4,190
Repairs and Maintenance								
72000	R/M - General	0	0	0	1,206	0	(1,206)	0
72' 00	R/M - Lighting Maint	672	672	0	4,196	4,032	(164)	8,064
72' 10	R/M - Light Repair/Suppl	2,572	35	(2,537)	3,219	210	(3,009)	420
72220	Gate Contract	85	90	5	510	540	30	1,080
72225	R/M - Gate Repairs	0	22	22	330	132	(198)	264
72250	R/M - Street Sweeping	450	450	0	2,700	2,700	0	5,400
72300	R/M - Water Feature	500	250	(250)	1,750	1,500	(250)	3,000
72310	R/M - Water Feature Repairs	0	25	25	454	150	(304)	300
Total Repairs and Maintenance		\$4,279	\$1,544	(\$2,735)	\$14,365	\$9,264	(\$5,101)	\$18,528
Utilities								
74005	Electricity-Common Area	91	97	6	569	582	13	1,164
74065	Water	311	330	19	718	1,980	1,262	3,960
74095	Gas	4,126	3,100	(1,026)	23,213	18,600	(4,613)	37,200
74' 25	Telephone	61	60	(1)	364	360	(4)	720
Total Utilities		\$4,589	\$3,587	(\$1,002)	\$24,865	\$21,522	(\$3,343)	\$43,044
Administrative								
77015	Fees & Permits	99	99	0	872	872	0	1,518
77020	Payment Processing Fee	11	3	(8)	53	18	(35)	36
77200	Management Fees	3,075	3,075	0	16,450	16,450	0	30,900
77230	Office Supplies	11	175	164	499	1,048	549	2,096
77245	Copies	6	425	419	668	2,550	1,882	5,100
77260	Postage	18	210	192	723	1,260	537	2,520
77530	Bank Charges	35	35	0	210	210	0	420
77750	Audit & Tax Service	0	0	0	50	75	25	1,550
77760	Legal Fees	0	0	0	325	0	(325)	0
Total Administrative		\$3,255	\$4,022	\$767	\$21,850	\$24,483	\$2,633	\$50,141
Taxes and Insurance								
78045	Taxes - Federal Income	0	0	0	1	0	(1)	0
78' 05	Ins - Liability & Property	183	200	17	1,097	1,200	103	2,400
78' 90	Ins - Directors & Officers	172	139	(33)	1,034	835	(198)	1,670
78240	Ins - Workmens Comp	41	41	0	248	248	0	495

Statement of Revenue & Expenses - Operating
Fund
MONE Montecito Homeowners Association
06/30/2022

FIRSTSERVICE RESIDENTIAL, NEVADA, LLC
8290 ARVILLE STREET
Las Vegas NV 89139

GI	.Jun Actual	.Jun Budget	.Jun Variance	YTD Actual	YTD Budget	YTD Variance	Annual Budget
Total Taxes and Insurance	\$396	\$380	(\$16)	\$2,379	\$2,283	(\$96)	\$4,565
SUB TOTAL EXPENSES	\$12,989	\$9,883	(\$3,106)	\$65,597	\$59,647	(\$5,951)	\$120,468
Reserve							
90000 Reserve Transfer	2,000	3,000	0	16,000	18,000	0	36,000
Total Reserve	\$3,000	\$3,000	\$0	\$16,000	\$18,000	\$0	\$36,000
TOTAL EXPENSES	\$15,989	\$12,883	(\$3,106)	\$83,597	\$77,647	(\$5,951)	\$156,468
EXCESS OF REVENUE/EXPENSES	(\$2,008)	\$156	(\$3,064)	(\$3,590)	\$588	(\$4,178)	\$0

Statement of Revenue & Expenses - Reserve
Fund
MONE Montecito Homeowners Association
06/30/2022

FIRSTSERVICE RESIDENTIAL, NEVADA, LLC
8290 ARVILLE STREET
Las Vegas NV 89139

	Jun Actual	Jun Budget	Jun Variance	YTD Actual	YTD Budget	YTD Variance	Annual Budget
REVENUE							
41000 Reserve Income	0	3,000	(3,000)	0	18,000	(18,000)	36,000
45645 Int - Financial Institutions	250	0	250	999	0	999	0
TOTAL REVENUE	\$250	\$3,000	(\$2,750)	\$999	\$18,000	(\$17,001)	\$36,000
EXPENSES							
TOTAL EXPENSES	\$0	\$0	\$0	\$0	\$0	\$0	\$0
EXCESS OF REVENUES/EXPENSES	\$250	\$3,000	(\$2,750)	\$999	\$18,000	(\$17,001)	\$36,000

Sign-In Sheet

July 25, 2022

[illegible]

**MONTECITO HOMEOWNERS
ASSOCIATION
MONTECITO REGULAR SESSION MEETING**

November 7, 2022 6:00 PM

FirstService Residential

8290 Arville Street

Las Vegas, NV 89139

MINUTES

~~Directors Present~~

Patrick Beebe - Treasurer

Brian Herwander - Secretary

~~Directors Absent~~

Ira Kuzma - President

Additional Attendees

Dena Pollizatto, SCM- FirstService Residential, LLC

I. ESTABLISHMENT OF QUORUM AND CALL TO ORDER

II. EXECUTIVE SESSION ACKNOWLEDGEMENT, IF ANY

Resolved

The Board of Directors acknowledged that they have met in Executive Session prior to this meeting to discuss/review Minutes/Legal Matters/Pending Litigation/Non-Compliance Matters/Delinquency Matters.

III. HOMEOWNER OPEN FORUM – AGENDA ITEMS ONLY

There were four (4) homeowners in attendance and the following items regarding the agenda was discussed:

- a. Fountain Services-If not able to find vendor, may have to look at turning off.
- b. Budget 2023- Will there be an increase?
- c. Nextdoor Concerns
- d. Gas light conversions

IV. APPROVAL OF MINUTES

A. JULY 25, 2022

Resolved

The Board of Director reviewed and approved the July 25, 2022 meeting minutes as presented.

Motion: Brian Herwander

Second: Patrick Beebe

- *Resolved*
The motion passed unanimously

B. OCTOBER 17, 2022-NO QUORUM

Resolved

The Board of Director reviewed and approved the October 17, 2022 No Quorum meeting minutes as presented.

Motion: Patrick Beebe
Second: Brian Herwander

- *Resolved*
The motion passed unanimously

V. FINANCIALS

Resolved

The Board of Directors reviewed the financials as presented and acknowledge the financials for June 30, 2022, July 31, 2022, August 31, 2022 and September 30, 2022 based off a year-end audit and/or review.

Motion: Patrick Beebe
Second: Brian Herwander

- *Resolved*
The motion passed unanimously

VI. UNFINISHED BUSINESS

A. FOUNTAIN SERCICES CONTRACT/PROPOSAL

Motion: Brian Herwander
Second: Patrick Beebe

- *Resolved*
The motion passed unanimously

B. M5- PROPOSAL-CONVERT HOA COMMON AREA TO SOLAR LIGHTING

Resolved

The Board of Directors made a motion to postpone at this time, as management reviews the information provided from the previous board President and contact Southwest Gas.

Motion: Patrick Beebe
Second: Brian Herwander

- *Resolved*
The motion passed unanimously

VII. ACKNOWLEDGEMENT OF ACTION OUTSIDE OF MEETING-

Resolved

There was no action to be taken as the repair/replacement was handled outside of the meeting

VIII. NEW BUSINESS

A. PAR 3 CONTRACT RENEWAL

Resolved

The Board of Directors reviewed the renewal contract and approved as presented.

Motion: Brian Herwander

Second: Patrick Beebe

► **Resolved**
The motion passed unanimously

B. CAS CONTRACT RENEWAL

Resolved

The Board of Directors reviewed the contract renewal from CAS and approved to perform maintenance on the gates on a Quarterly basis in the amount of \$200.00 per quarter.

Motion: Patrick Beebe

Second: Brian Herwander

► **Resolved**
The motion passed unanimously

C. COMPLEX SOLUTIONS-FINANCIAL UPDATE PROPOSAL

Resolved

The Board of Directors reviewed the proposal from Complex Solutions to perform the financial Update: 1-7 Week Turnaround: \$375.00./2. 5 Week Turnaround: \$469.00./ 3. 2 Week Turnaround: \$633.00.

The Board of Directors approved the proposal for financial update with 7 week turnaround time in the amount of \$375.00.

Motion: Brian Herwander

Second: Patrick Beebe

► **Resolved**
The motion passed unanimously

D. LETTER OF REPRESENTATION AND 2021 DRAFT AUDIT

Resolved

The Board of Directors reviewed the Letter of Representation and audit draft. There were no questions on the documents presented.

Motion: Patrick Beebe

Second: Brian Herwander

► **Resolved**
The motion passed unanimously

E. M5 GLASS CLEANING CORRESPONDENCE/PRICING

Resolved

The Board of Directors reviewed the information from from M5 Lighting. They stated that they would clean lamps glass when they change out the mantles on the maintenance visits for an additional \$75.00 per

month.

Motion: Patrick Beebe

Second: Brian Herwander

- *Resolved*
The motion passed unanimously

F. RESERVE STUDY REVIEW

Resolved

The Board of Directors reviewed the Reserve Study and expenditures for 2023. The Board of Directors acknowledged they fulfilled their responsibility.

Motion: Brian Herwander

Second: Patrick Beebe

- *Resolved*
The motion passed unanimously

G. INVESTMENT POLICY

Resolved

The Board of Directors accepted the investment policy as presented.

Motion: Brian Herwander

Second: Patrick Beebe

- *Resolved*
The motion passed unanimously

H. EXECUTIVE BOARD AWARENESS FORM

Resolved

The Board of Directors accepted and sign the Executive Awareness Form as presented.

Motion: Brian Herwander

Second: Patrick Beebe

- *Resolved*
The motion passed unanimously

I. PENALTY POLICY REVIEW

Resolved

The Board of Directors accepted the penalty policy as presented.

Motion: Brian Herwander

Second: Patrick Beebe

- *Resolved*
The motion passed unanimously

J. COLLECTION POLICY REVIEW

Resolved

The Board of Directors accepted the collection policy as presented.

Motion: Brian Herwander
Second: Patrick Beebe

► **Resolved**
The motion passed unanimously

K. COLLECTION COMPANY SCHEDULE OF FEES REVIEW

Resolved

The Board of Directors acknowledge they have fulfilled their fiduciary duties in reviewing the Collection Company Schedule of Fees

Motion: Brian Herwander
Second: Patrick Beebe

► **Resolved**
The motion passed unanimously

L. 2023 BUDGET ADOPTION

Resolved

The Board of Directors adopted the 2023 Budget as presented by management with a \$9.00 increase, bringing the assessments from \$59.00 to \$68.00. The Board of Directors made the following adjustments to the board:

<u>Description</u>	<u>FirstService Budget Proposed Cost</u>
<u>Board-of-Directors- Recommended Changes</u>	
Lighting Maintenance \$400.00	\$308.00- per month
Gate Maintenance \$200.00 per quarter	\$90.00-per month
Electricity \$100.00	\$105.00 per month
Management Fee 3% not 6% presented (\$3278.11)	\$3,376.13- per month
Audit & Tax Return \$102.08(Based on new CPA cost- approved by Board)	\$127.08 per month

The Board of Directors reviewed and adopted the 2023 budget with the changes presented and the new assessments as of January 1, 2023 will be \$68.00.

M. STREET SWEEPING PROPOSALS

Resolved

The Board of Directors reviewed the proposals as presented:

- ProSweep- No Proposal provided in time for meeting.
- Ecotec Environmental: 1 time a week \$265.00(\$1060.00 per month) / Twice a month \$530.00 cost per month

c. Bailey's Street Sweeper: 1 time a week \$782.00/ Twice a month \$434.00 cost per month.

The Board approved the proposal from Bailey's Street Sweeper for twice a month at \$434.00 per month and to send a 30 day termination notice to Sunstate.

Motion: Brian Herwander

Second: Patrick Beebe

► *Resolved*

The motion passed unanimously

N. 2022 AUDIT/TAX RETURN PROPOSALS

Resolved

The Board of Directors received the Audit/ Tax Return bids as follows:

~~a. Bainbridge, Little, & CO, LLP- \$1,175.00- Audit and tax Return~~

b. Hilburn & Lein, CPA's: \$14,75.00. Audit and tax return

The Board of Directors approved the proposal presented by Bainbridge, Little & CO, LLP in the amount of \$1,175.00.

O. EMERGENCY MEETING ITEMS

Resolved

None at this time.

IX. REPORTS

A. MANAGEMENT REPORT

The Board of Directors reviewed the July 25, 2022. No questions were presented.

B. MONTHLY ACTIVITY REPORT

Resolved

The Board of Directors reviewed the April 4, 2022. No questions were presented.

C. COMMON AREA INSPECTIONS COMPLETED

Resolved

The Board of Directors reviewed common area reports as presented. No questions on reports presented.

D. ARCHITECTURAL APPLICATIONS

Resolved

No Architectural Applications to be reviewed.

E. CORRESPONDENCES

Resolved

No Correspondences to be reviewed.

X. HOMEOWNER CORRESPONDENCES

Resolved

This section of the agenda is pertaining to concerns from residents on [Nextdoor.com](https://www.nextdoor.com) and Board to Discuss the cleaning of pool filters:

1. Concerns on Nextdoor- The Board of Directors reviewed the correspondences and do understand the concerns of the community. It was recommended to put an article in the newsletter mentioning to owners to send concerns/issues in the community to management via the community email.
2. Discussion how to handle cleaning of pool filter: Management and the Board discussed this concern and as the cleaning of the filters in the street does cause damage with the sediments draining/damaging and etc., to the street. Management will always comply and enforce the CC&R's based on concerns/complaints provided. The concern that management has is to ensure we have the right residence whose vendor is cleaning the filters to address per governing documents.

No action was required on these, was placed on agenda for recognizing the correspondences and review.

XI. LEGAL UPDATES

Resolved

No legal matters for the Association.

XII. HOMEOWNER OPEN FORUM – ALL ITEMS

There were three (3) homeowners in attendance and the following was address:

- a. letter sent to owner on Fabrica (will provide address off record), for a Gray Honda parking along the wall facing the wrong direction.

XIII. SCHEDULING OF NEXT BOARD MEETING

Resolved

The next scheduled Board of Directors meeting will be held January 30th, 2023. Executive Session at 5:30pm and Regular Session at 6pm with Annual Election to immediately follow conclusion of Regular Session.

XIV. ADJOURNMENT

Resolved

As there was no further business to be discussed, the meeting was adjourned at 7:29pm

Motion: Brian Herwander

Second: Patrick Beebe

► Resolved

The motion passed unanimously


APPROVED


DATE

Sign-In Sheet

November 7, 2022

[illegible]



MONTECITO HOMEOWNERS ASSOCIATION

MONTECITO REGULAR SESSION MEETING

January 30, 2023 6:00 PM
FirstService Residential
8290 Arville Street
Las Vegas, NV 89139

MINUTES

Directors Present

Patrick Beebe - Treasurer
Brian Herwander - Secretary

Directors Absent

None

Additional Attendees

Dena Pollizatto- FirstService Residential
Scott Huss- FirstService Residential
Rocco Fortino- Homeowner
Marice Bronstein- Homeowner
Francine Bronstein- Homeowner
Robert Bronstein- Homeowner

I. ESTABLISHMENT OF QUORUM AND CALL TO ORDER

Resolved

As quorum was established, the meeting was called to order by Community Manager Dena Pollizatto at 6:02 P.M.

II. EXECUTIVE SESSION ACKNOWLEDGEMENT, IF ANY

Resolved

Management acknowledged the completion of the executive session.

III. HOMEOWNER OPEN FORUM – AGENDA ITEMS ONLY

Homeowners Discussed-

- Want to discuss the solar lighting proposal. Management is still waiting on some information for that proposal.
- Discussion was had about proposal for front fountain. Right now it does not run on time and it would be more productive to run the pump 24hrs. Various homeowners had similar concerns.

IV. APPROVAL OF MINUTES

A. NOVEMBER 7, 2022

Resolved

The board approved the minutes from the November 7, 2022 Board of Directors Meeting as presented.

Motion: Patrick Beebe

Second: Brian Herwander

► **Resolved**
The motion passed unanimously

B. DECEMBER 5, 2022 BUDGET RATIFICATION

Resolved

The board approved the minutes from the December 5, 2022 Budget Ratification Meeting.

Motion: Patrick Beebe

Second: Brian Herwander

► **Resolved**
The motion passed unanimously

V. FINANCIALS

Resolved

The board reviewed and accepted the financial report from management as presented.

Motion: Brian Herwander

Second: Patrick Beebe

► **Resolved**
The motion passed unanimously

VI. UNFINISHED BUSINESS

A. FOUNTAIN SERVICES CONTRACT/PROPOSAL

Resolved

Board reviewed and approved the Oasis Pool Fountain Maintenance Contract as presented for \$250.00 per month.

Motion: Brian Herwander

Second: Patrick Beebe

► **Resolved**
The motion passed unanimously

B. M5- PROPOSAL-CONVERT HOA COMMON AREA TO SOLAR LIGHTING

Resolved

Board asked to postpone pending more information on proposed project.

Motion: Patrick Beebe

Second: Brian Herwander

► **Resolved**
The motion passed unanimously

VII. ACKNOWLEDGEMENT OF ACTION OUTSIDE OF MEETING-NONE AT THIS TIME

Resolved

None at this time.

VIII. NEW BUSINESS

A. PAR 3 PROPOSALS

Resolved

PAR 3 provided proposals for the following items for the board to approve/deny/postpone:

- a. Rose Replacements: \$785.80- Board mentioned that this issue with roses was a longstanding issue. Board instructed management to get bids for different options to avoid continuing problem in the future.
- . Palm Tree Trimming: \$232.00- Board did accept and pass the contract for tree trimming at the front gates unanimously.

Motion: Patrick Beebe

Second: Brian Herwander

► **Resolved**
The motion passed unanimously

B. COMPLEX SOLUTIONS-FINANCIAL UPDATE PROPOSAL

Resolved

Board reviewed and accepted the financial update for adoption.

Management recommended to set up a meeting with Complex Solutions to gather a better understanding of the reserve study financial update.

Motion: Patrick Beebe

Second: Brian Herwander

► **Resolved**
The motion passed unanimously

C. EMERGENCY MEETING ITEMS

Resolved

None at this time.

IX. REPORTS

A. MANAGEMENT REPORT

The Board of Directors reviewed the management reports and had no questions.

B. MONTHLY ACTIVITY REPORT

Resolved

The Board of Directors reviewed the call log and had no questions.

C. COMMON AREA INSPECTIONS COMPLETED

Resolved

Management reviewed the common area inspection reports and had no questions.

D. ARCHITECTURAL APPLICATIONS

Resolved

No Architectural Applications to be reviewed.

X. LEGAL UPDATES

Resolved

No legal matters for the Association.

XI. HOMEOWNER OPEN FORUM – ALL ITEMS

Discussion was had with the board as to how to get more information on gas light pole project.

Discussion was held regarding paint that fell from a residents trash can onto the street. Management looked into the issue- it is not the fault of the trash collection company that a resident put improper waste in the trash. Management was instructed to look into vendor to repair the condition of the pavement in the community.

Resident mentioned a possible incentive program for residents to pay ahead on assessments to receive a discount. Management simply states that due to NRS116 this cannot be done.

Question was asked for management to investigate how to get proper address placards for their residency that meet ARC standards. It was raised that very few homeowners know where to get this item to be in compliance. Management will investigate.

XII. SCHEDULING OF NEXT BOARD MEETING

Resolved

The next meeting was scheduled on April 17th 2023 at 5:30 P.M.

Motion: Patrick Beebe

Second: Brian Herwander



Resolved

The motion passed unanimously

VII. ADJOURNMENT

Resolved

The meeting was motioned for adjournment at 6:51 P.M.

Motion: Patrick Beebe

Second: Brian Herwander



Resolved

The motion passed unanimously

APPROVED

DATE



MONTECITO HOMEOWNERS ASSOCIATION

MONTECITO REGULAR SESSION MEETING

April 17, 2023 6:00 PM
FirstService Residential
8290 Arville Street
Las Vegas, NV 89139

MINUTES

Directors Present

Patrick Beebe - Treasurer
Brian Herwander - Secretary
Rocco Fortino - President

Directors Absent

None

Additional Attendees

Samantha Katzakian, Regional Director, FirstService Residential

I. ESTABLISHMENT OF QUORUM AND CALL TO ORDER

Resolved

The meeting was called to order at 6:00 PM.

II. EXECUTIVE SESSION ACKNOWLEDGEMENT, IF ANY

Resolved

The Board of Directors met in an Executive Session prior to this meeting and discussed minutes, legal matters, pending litigation, non-compliance matters/ and delinquency matters.

III. HOMEOWNER OPEN FORUM – AGENDA ITEMS ONLY

There were Owners present and the following comments were made:

- What is the M5 Proposal for gas lights?
- Discussed converting gas lighting to electric or solar.

IV. APPROVAL OF MINUTES

A. JANUARY 30, 2023

Resolved

The Board of Directors approved the minutes from the January 30, 2023 Board of Directors Meeting as presented.

Motion: Patrick Beebe
Second: Brian Herwander
AYEs: Brian Herwander, Patrick Beebe
NAYs: None
Abstained: Rocco Fortino

► *Resolved*
The motion passed

V. FINANCIALS

Resolved

The Board of Directors reviewed the association's financials and treasurer's report. The treasurer's reports for January 2023, February 2023 and March 2023 were approved as presented.

Motion: Rocco Fortino
Second: Brian Herwander

► *Resolved*
The motion passed unanimously

VI. UNFINISHED BUSINESS

A. M5- PROPOSAL-CONVERT HOA COMMON AREA TO SOLAR LIGHTING

Resolved

Patrick motioned to move this item of the agenda to the very end of the meeting. Brian seconded the motion. Motion carried.

The Board of Directors postponed this item until further review with legal counsel and will revisit thereafter.

Motion: Patrick Beebe
Second: Brian Herwander

► *Resolved*
The motion passed unanimously

B. COMPLEX SOLUTIONS-FINANCIAL UPDATE PROPOSAL

Resolved

After careful consideration, the Board of Directors postponed this item and will revisit once they are able to meet with a Complex Solutions representative which should take place prior to the July 2023 Board of Directors meeting.

Motion: Patrick Beebe
Second: Brian Herwander

► *Resolved*
The motion passed unanimously

VII. ACKNOWLEDGEMENT OF ACTION OUTSIDE OF MEETING-NONE AT THIS TIME

Resolved

There are no actions outside of a meeting to report. No action taken at this time.

VIII. NEW BUSINESS

A. M5 PROPOSAL- REPLACEMENT OF FOUNTAIN LIGHTS

Resolved

After careful review, the Board of Directors approved the M5 Lighting Proposal as presented for \$343.99 to remove and replace the LED lighting at the water fountain.

Motion: Rocco Fortino

Second: Brian Herwander

► *Resolved*
The motion passed unanimously

B. PAR 3 PROPOSALS

Resolved

After careful consideration, the Board of Directors agreed to deny the proposal as presented by Par3 totaling \$533.34 and to get a proposal for the same type of roses in a variety of colors.

Motion: Rocco Fortino

Second: Patrick Beebe

► *Resolved*
The motion passed unanimously

C. PME PROPOSAL -SIGN AT FRONT GATE (WATER FOUNTAIN & GATE SIGN)

Resolved

The Board of Directors reviewed two proposals regarding the Clark County Fountain. One sign to be mounted on the wall and the other to be on a pole in the ground. The Board of Directors approved the proposal as presented by PME for \$359.00 to mount the sign on the wall upon Southern Highlands Master approval.

Motion: Brian Herwander

Second: Patrick Beebe

AYEs: Brian Herwander, Patrick Beebe

NAYs: Rocco Fortino

► *Resolved*
The motion passed

D. RESEALING OF WATER FEATURE- FOUNTAIN TOP REPLASTERING- (RF)

Resolved

The Board of Directors agreed to remove this item from the agenda as this is not a project needed at this time due to being done a few years ago.

Motion: Brian Herwander

Second: Patrick Beebe

► *Resolved*
The motion passed unanimously

E. REPLACEMENT OF SIGNS IN COMMUNITY- (RF)

Resolved

The Board of Directors would like management to review the association's governing documents to confirm there are no speed limit rules prior to changing the speed limit signs in the community to reflect 15 MPH instead of what is currently posted.

Motion: Patrick Beebe

Second: Brian Herwander

▶ *Resolved*

The motion passed unanimously

F. DISCUSSION OF HOLIDAY DECORATIONS

Resolved

The Board of Directors would like sealed bids that have an itemized option list for the palm trees, center median, gates and larger wreaths. Management is also to get bids for an electrician to add an outlet in the center median for the holiday lighting. The outlet is to include a lock and key as this is intended to be used for holiday lighting only. Management will also reach out to Southern Highland Master to confirm if white lights on the palm trees would be considered for year round use.

Motion: Brian Herwander

Second: Patrick Beebe

▶ *Resolved*

The motion passed unanimously

G. DISCUSSION OF UPCOMING ELECTION- EXPIRED TERMS

Resolved

The membership was advised there is one open seat for the Board of Directors soon and to expect the candidate nomination form in the mail in the next few weeks should they want to submit their name for consideration. No action taken at this time.

H. MK HOUSE PROPOSALS

Resolved

After careful consideration, Rocco Fortino made a motion to approve the proposal as submitted from MK House to repair the damaged veneer at the gate entry system for \$682.50. Brian Herwander seconded the motion. Patrick Beebe opposed. Motion passed.

The Board of Directors also approved the proposal from MK House to remove and replace two (2) concrete slabs pending a revision in the proposal to include a root barrier for the tree trunks not to exceed \$1,500.00.

Motion: Rocco Fortino

Second: Patrick Beebe

▶ *Resolved*

The motion passed unanimously

I. MANAGEMENT INCREASE AUTHORIZATION FEE- (RF)

Resolved

The Board of Directors approved to keep the management authorization fee of \$500.00 to \$500.00 to utilize for emergencies should management need to take immediate action without Board approval, per the management agreement.

Motion: Brian Herwander

Second: Patrick Beebe

▶ *Resolved*

The motion passed unanimously

J. DISCUSSION OF INFRACTION MATTERS WITHIN THE COMMUNITY

Resolved

Rocco Fortino made a motion to add a friendly reminder to the next newsletter regarding parking in a manner that obstructs the sidewalks. Brian Herwander seconded the motion. Patrick Beebe opposed. Motion carried.

Rocco Fortino made a motion to add a friendly reminder to the next newsletter regarding open fires and wood burning. Brian Herwander seconded the motion. All in favor. Motion carried unanimously.

Brian Herwander made a motion to add a friendly reminder to the next newsletter regarding pool filter cleaning in the common area as this may lead to a hearing and billback cleaning cost to the owner for common area damage and/or clean up. Patrick Beebe seconded the motion. All in favor. Motion carried unanimously.

Motion: Rocco Fortino

Second: Brian Herwander

▶ *Resolved*

The motion passed unanimously

K. EMERGENCY MEETING ITEMS

Resolved

There were no items discussed and no action taken at this time.

IX. REPORTS

A. MANAGEMENT REPORT

The Board of Directors reviewed the management report as presented. No action taken at this time.

B. MONTHLY ACTIVITY REPORT

Resolved

The Board of Directors reviewed the monthly activity report. No action taken at this time.

C. COMMON AREA INSPECTIONS COMPLETED

Resolved

The Board of Directors reviewed the common area reports as presented. No action taken at this time.

D. ARCHITECTURAL MATTERS

Resolved

No action taken at this time.

X. LEGAL UPDATES

Resolved

The Board of Directors informed the Owners that the Board is requesting a meeting with the associations legal counsel to discuss the gas lamps further before making any final decisions on a potential conversion. No action taken at this time.

XI. HOMEOWNER OPEN FORUM – ALL ITEMS

There were Owner present and the following items were discussed:

- Gas lamp conversion
- Gas price increases (utility)
- Right turn into the community has speeders and people who do not stop
- Speed bumps
- Gate handles requested for pedestrian gates

The Board would like management to get bids for gate handles for the pedestrian gates.

XII. SCHEDULING OF NEXT BOARD MEETING

Resolved

The next meeting is scheduled for July 24, 2023 at 5:30 PM for Executive Session and 6:00 PM for Board of Directors open session.

XIII. ADJOURNMENT

Resolved

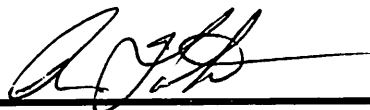
The meeting was adjourned at 7:04 PM

Motion: Rocco Fortino

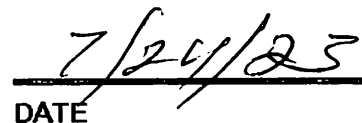
Second: Brian Herwander

► *Resolved*

The motion passed unanimously



APPROVED



DATE

Montecito Homeowners Association

Board of Directors Meeting

April 17, 2023

[illegible]



**MONTECITO HOMEOWNERS
ASSOCIATION
MONTECITO REGULAR SESSION MEETING**

July 24, 2023 6:00 PM
FirstService Residential
8290 Arville Street
Las Vegas, NV 89139

MINUTES

Directors Present

Patrick Beebe - Treasurer
Brian Herwander - President
Rocco Fortino - Secretary

Directors Absent

None

Additional Attendees

Dena Pollizatto, Community Manager, FirstService Residential
Christopher Wilkins, Community Manager, FirstService Residential
Samantha Katzakian, Regional Director, FirstService Residential

I. ESTABLISHMENT OF QUORUM AND CALL TO ORDER

Resolved

The meeting was called to order at 6:12 PM

II. EXECUTIVE SESSION ACKNOWLEDGEMENT, IF ANY

Resolved

The Board of Directors met in executive session prior to this meeting on Monday July 24, 2023 and reviewed the following items: Minutes/Legal Matters/Pending Litigation/Non-Compliance Matters/Delinquency Matters.

Motion: Brian Herwander

Second: Rocco Fortino

► *Resolved*

The motion passed unanimously

III. HOMEOWNER OPEN FORUM – AGENDA ITEMS ONLY

There were Owners present and the following comments were made:

- Why are replacement speed limit signs being discussed?
- Why is this item on the agenda (8E/conversion)? What's the next steps and is this moving forward?

IV. APPROVAL OF MINUTES

A. APRIL 17, 2023

Resolved

After careful review, the minutes from the April 17, 2023 Board of Directors Meeting were approved.

Motion: Brian Herwander

Second: Patrick Beebe

▶ ***Resolved***

The motion passed unanimously

V. FINANCIALS

Resolved

After careful review, the Board acknowledged they have fulfilled their fiduciary duty to review the association's financials ending May 31, 2023.

Motion: Patrick Beebe

Second: Brian Herwander

▶ ***Resolved***

The motion passed unanimously

A. FFI- FUNDS TRANSFERS- US BANK

Resolved

After careful review, the Board would like management to set up a meeting with FFI and the Board to review investment accounts and have postponed making a decision on investments at this time.

Motion: Patrick Beebe

Second: Brian Herwander

▶ ***Resolved***

The motion passed unanimously

VI. UNFINISHED BUSINESS

A. M5- PROPOSAL-CONVERT HOA COMMON AREA TO SOLAR LIGHTING

Resolved

After careful review, the Board motioned to remove this item from the agenda. No action was taken at this time.

Motion: Brian Herwander

Second: Patrick Beebe

▶ ***Resolved***

The motion passed unanimously

B. COMPLEX SOLUTIONS-FINANCIAL UPDATE PROPOSAL

Resolved

After careful review, the Board motioned to remove this item from the agenda.

Motion: Brian Herwander

Second: Patrick Beebe

▶ ***Resolved***

The motion passed unanimously

C. REPLACEMENT OF SIGNS IN COMMUNITY

Resolved

After careful review, the Board motioned to remove from the agenda as well as changing the speed limit back to the current speed which is 25MPH.

Motion: Brian Herwander

Second: Rocco Fortino

▶ *Resolved*

The motion passed unanimously

D. PME PROPOSAL -SIGN AT FRONT GATE (WATER FOUNTAIN & GATE SIGN)

Resolved

After careful review, the Board would like additional bids for the sign to be placed on a pole in concrete block/slab instead of the wall, per Southern Highlands Master.

Motion: Brian Herwander

Second: Patrick Beebe

▶ *Resolved*

The motion passed unanimously

VII. ACKNOWLEDGEMENT OF ACTION OUTSIDE OF MEETING-NONE AT THIS TIME

Resolved

There are no actions outside of a meeting to record at this time.

VIII. NEW BUSINESS

A. 2022 LETTER OF REPRESENTATION AND DRAFT AUDIT

Resolved

After careful review, the Board approved the 2022 Letter of Representation and Draft Audit as presented.

Motion: Rocco Fortino

Second: Brian Herwander

▶ *Resolved*

The motion passed unanimously

B. PROPOSALS TO PAINT ASSOCIATION GAS LAMPS

Resolved

The Board of Directors opened bids to paint the gaslight poles. The companies and pricing listed below.

- PME \$1,040.00
- KD Contracting LLC \$1,200.00
- MK House \$620.00
- Titan Construction \$1,515.00

After careful review, the Board approved this item to be removed from the agenda at this time.

Motion: Brian Herwander

Second: Patrick Beebe

AYEs: Brian Herwander, Patrick Beebe

NAYs: Rocco Fortino

► *Resolved*
The motion passed

C. TRIMMING OF AFRICAN SUMAC

Resolved

The Board of Directors opened sealed bids and the company and pricing is listed below:

- Par 3 \$1,500.00
- Westco Tree Services \$1,200.00
- MCDM Landscape \$1,350.00
- American Outdoor Living LLC \$1,720.00

After careful review, the Board motioned to revisit tree trimming in 6 months.

Motion: Brian Herwander

Second: Patrick Beebe

AYEs: Brian Herwander, Patrick Beebe

NAYs: Rocco Fortino

► *Resolved*
The motion passed

D. HOLIDAY DECORATION LIGHTS PROPOSALS

Resolved

The Board of Directors opened sealed bids for holiday lighting for front entrance. The companies are listed below along with pricing.

- Holiday Decorations Option 1 \$1,638.73 Option 2 \$1,839.87
- Neon Cactus Lighting Option 1 \$2,861.98 Option 2 \$2,747.16
- Holiday Christmas Decorations Option 1 \$2,263.00 Option 2 N/A
- Las Vegas Christmas Light Installation Option 1 \$2,479.00 Option 2 N/A
- Desert Vista Holiday Lights Option A \$975.00 (rent) Option B \$3,800.00 (buy) \$3,000.00 (rent) Option C \$5,500.00 (buy) \$4,300.00 (rent)

The Board of Directors approved to go with Holiday Decorations for option #2 in the amount of \$1,839.87 and request to revise proposal if adding more lights to the middle island by call box if electrical box is installed.

Motion: Brian Herwander

Second: Rocco Fortino

► *Resolved*
The motion passed unanimously

E. PROPOSALS FOR COMMON AREA LAMP CONVERSION

Resolved

The Board approved to have this removed from the agenda. No action taken at this time.

F. PROPOSALS FOR ELECTRICAL BOX AT FRONT ENTRY FOR HOLIDAY LIGHTS

Resolved

The Board made a motion to postpone with additional bids for the next meeting. The Board of Director revisited this item prior to adjournment and approved to not obtain proposal as vendor is known by a member of the board to do the work for under \$500.00.

Motion: Rocco Fortino
Second: Brian Herwander

▶ *Resolved*
The motion passed unanimously

G. 2023-2024 INSURANCE RENEWAL

Resolved

After careful review, the Board approved the insurance renewal as presented.

Motion: Brian Herwander
Second: Rocco Fortino

▶ *Resolved*
The motion passed unanimously

H. COMPLEX SOLUTIONS RESERVE STUDY FINANCIAL UPDATE PROPOSAL

Resolved

After careful review, the Board of Directors approved the 7 week turnaround option for \$318.50.

Motion: Brian Herwander
Second: Patrick Beebe

▶ *Resolved*
The motion passed unanimously

I. LIGHTING CONVERSION FLIER

Resolved

Brian Herwander presented a flier to be mailed to residents regarding the gas lamps. The Board of Directors reviewed the correspondence that was presented at the meeting and was discussed that the amounts/figures were incorrect. Motion was made to send out to residents along with amendment ballot.

Rocky Fortino requested that his letter be sent out as well with Brian's correspondence.

Motion: Brian Herwander
Second: Patrick Beebe

▶ *Resolved*
The motion passed unanimously

J. FRONT GATE- ITEMS

Resolved

The Board made a motion to remove from the agenda.

Motion: Brian Herwander
Second: Rocco Fortino

▶ *Resolved*
The motion passed unanimously

K. M5 PROPOSAL- FOUNTAIN LIGHTS- BH

Resolved

The Board motion to have attached M5 Proposal for Fountain Lights removed at this time.

Motion: Brian Herwander

Second: Rocco Fortino

► *Resolved*

The motion passed unanimously

L. PAR 3 CONTRACT- BH

Resolved

The Board motioned to approve this item per the terms outlined in the contract.

Motion: Brian Herwander

Second: Rocco Fortino

► *Resolved*

The motion passed unanimously

M. SMARTWEBS- ARC PROGRAM-BH

Resolved

The Board motioned to remove this item from the agenda. No action was taken at this time.

N. HOMEOWNER DUES- BH

Resolved

There are no actions outside of a meeting to report. No action taken at this time.

O. VIOLATION PROGRAM- RF

Resolved

There are no actions outside of a meeting to report. No action taken at this time. The Board motioned to remove this item from the agenda.

Motion: Rocco Fortino

Second: Brian Herwander

► *Resolved*

The motion passed unanimously

P. FINE ASSESSED PROTOCOL- RF

Resolved

The Board approved to have this removed from the agenda. No action taken at this time.

Motion: Rocco Fortino

Second: Brian Herwander

► *Resolved*

The motion passed unanimously

Q. MANAGEMENT CONTRACT-RF

Resolved

The Board of Directors motioned to revisit this in six (6) months.

Motion: Brian Herwander

Second: None

▶ *Resolved*
The motion passed unanimously

R. NEWSLETTER MAILING- RF

Resolved

Patrick Beebe made a motion to postpone the newsletter mailing until their next scheduled Board meeting. Motion carried.

Motion: Patrick Beebe
Second: Rocco Fortino

▶ *Resolved*
The motion passed unanimously

S. EMERGENCY MEETING ITEMS

IX. REPORTS

A. MANAGEMENT REPORT

The Board of Directors reviewed the management report as presented. No action was taken at this time.

B. MONTHLY ACTIVITY REPORT

Resolved

The Board of Directors reviewed the monthly activity report as presented. No action was taken at this time.

C. COMMON AREA INSPECTIONS COMPLETED

Resolved

The Board of Directors reviewed the common area reports as presented. No action taken at this time.

D. ARCHITECTURAL MATTERS

Resolved

The Board discussed the color palettes approved by Southern Highlands for the Montecito HOA. Brian Herwander motion to add this line item to the agenda for their next scheduled meeting. No further action was taken at this meeting.

X. LEGAL UPDATES

Resolved

The Board of Directors reviewed the attached Penalty Policy and Procedure Guide report provided. No action taken at this time.

XI. HOMEOWNER OPEN FORUM – ALL ITEMS

There were Owners present and the following was discussed:

- Change the speed limit from 15 back to current speed of 25 MPH.
- FDIC covered accounts for total amount of \$250K +, keep in mind while attending FFI workshop.
- Potentially adding additional signs throughout the community at current 25MPH. Current signs may also be moved to a better location (2 signs).
- The presented newsletter from Board is not liked and would like additional review and potential changes prior to emailing.

XII. SCHEDULING OF NEXT BOARD MEETING

Resolved

The next meeting is scheduled for October 16, 2023 at 5:30 PM for Executive Session and 6:00 PM for Board of Directors open session.

XIII. ADJOURNMENT

Resolved

The meeting was adjourned at 8:10 PM

Motion: Rocco Fortino

Second: Brian Herwander

► *Resolved*

The motion passed unanimously

APPROVED

DATE

1/28/2024



MONTECITO HOMEOWNERS ASSOCIATION

MONTECITO REGULAR SESSION MEETING

October 25, 2023 6:00 PM
FirstService Residential
8290 Arville Street
Las Vegas, NV 89139

MINUTES

Directors Present

Brian Herwander - Treasurer
Rocco Fortino - President
Grace McCullough - Secretary

Directors Absent

None

Additional Attendees

Dena Pollzatto, Community Manager, FirstService Residential
Samantha Katzaklan, Regional Director, FirstService Residential

I. ESTABLISHMENT OF QUORUM AND CALL TO ORDER

Resolved

The meeting was called to order at 6:01pm.

II. EXECUTIVE SESSION ACKNOWLEDGEMENT, IF ANY

Resolved

The Board of Directors met in executive session prior to this meeting on October 25, 2023 and reviewed the following items: Minutes/Legal Matters/Pending Litigation/Non-Compliance Matters/Delinquency Matters.

Motion: Rocco Fortino

Second: Grace McCullough

► Resolved

The motion passed unanimously

III. HOMEOWNER OPEN FORUM – AGENDA ITEMS ONLY

There were twenty-eight (28) homeowners in attendance. The following agenda items were discussed:

a. Solar light matter-

- regarding the abandonment committee
- cost
- amendment change
- require 2/3 membership vote
- investigate per building code for shut off.

- Solar issues/LED
- Committee is the main topic to assist with information.
- Send letter to owners/survey to see who does and does not want solar
- b. Annual membership meeting and move up the date/monthly
- c. Gate concern with motorcycle- not opening when on exit pad.

IV. APPROVAL OF MINUTES

A. JULY 24, 2023

Resolved

After careful review, the minutes from the July 24, 2023 Board of Directors Meeting were approved.

Motion: Rocco Fortino

Second: Grace McCullough

► ***Resolved***

The motion passed unanimously

B. AUGUST 15, 2023

Resolved

After careful review, the minutes from the August 15, 2023 Board of Directors Meeting were approved.

Motion: Grace McCullough

Second: Brian Herwander

► ***Resolved***

The motion passed unanimously

V. FINANCIALS

Motion: Rocco Fortino

Second: Grace McCullough

► ***Resolved***

The motion passed unanimously

A. STOPPING RESERVE TRANSFER SEPTEMBER-DECEMBER- NO DUE TO FROM TO BE ON FINANCIALS

Resolved

This was provided as informational purposes that the remaining reserve transfers will not be shown on financials on the DUE TO FROM LINE. No action to be taken.

VI. UNFINISHED BUSINESS

Resolved

None at this time.

VII. ACKNOWLEDGEMENT OF ACTION OUTSIDE OF MEETING-NONE AT THIS TIME

Resolved

There was presented as review as action was taken outside of regular schedule meeting,

VIII. NEW BUSINESS

A. COMPLEX SOLUTIONS-FINANCIAL UPDATE

Resolved

The Board of Directors reviewed the financial updated Reserve Study as presented by Complex Solutions. The Study was approved by two of three board members. Motion carried.

Motion: Rocco Fortino
Second: Grace McCullough

▶ **Resolved**
The motion passed unanimously

B. M5 PROPOSAL- ADDING 4 LIGHTS AT FRONT ENTRY & MANTLE CLEANING/REPLACEMENT- CONTRACT REVISION

Resolved

The Board of Directors was provided with an updated contract to include the four lamps outside the community by the entry gates. The cost for 2 times per month inspections to clean the glasses on the lamps, and mantles to be replaced at no additional charge in the amount of \$355.00.

Motion: Rocco Fortino
Second: Grace McCullough

▶ **Resolved**
The motion passed unanimously

C. STREET SWEEPING CONTRACT

Resolved

After careful review, the Board of Directors approved to have the street sweepers maintain the streets on a bi-monthly basis for \$232.00.

Motion: Rocco Fortino
Second: Grace McCullough

▶ **Resolved**
The motion passed unanimously

D. ARC- SOUTHERN HIGHLANDS TO APPROVE BEFORE MONTECITO

Resolved

After careful consideration, the Board of Directors approved to have architectural applications be submitted to Southern Highlands Master and receive an approval prior to submitting applications to Montecito.

Motion: Rocco Fortino
Second: Grace McCullough
AYEs: Grace McCullough, Rocco Fortino
NAYs: None
Recused: Brian Herwander

▶ **Resolved**
The motion passed

E. MANAGEMENT INCREASE AUTHORIZATION FEE

Resolved

After careful consideration, the Board of Directors approved to have the \$500.00 emergency limit increased to \$750.00 without Board approval for emergencies only.

Motion: Grace McCullough
Second: Rocco Fortino
AYEs: Grace McCullough, Rocco Fortino
NAYs: None
Abstained: Brian Herwander

- ▷ **Resolved**
The motion passed

F. RESERVE STUDY REVIEW

Resolved

The Board of Directors acknowledged they have reviewed the current Reserve Study in accordance with NRS.

Motion: Rocco Fortino
Second: Grace McCullough

- ▷ **Resolved**
The motion passed unanimously

G. INVESTMENT POLICY

Resolved

The Board of Directors acknowledged they have reviewed the current Investment Policy in accordance with NRS.

Motion: Grace McCullough
Second: Rocco Fortino

- ▷ **Resolved**
The motion passed unanimously

H. EXECUTIVE BOARD AWARENESS FORM

Resolved

The Executive Awareness Form will be signed by the Board of Directors and mailed with the budget mailer which advises the Membership that the Board is aware of their fiduciary duty with the knowledge they have.

Motion: Rocco Fortino
Second: Grace McCullough

- ▷ **Resolved**
The motion passed unanimously

I. REVIEW OF PENALTY POLICY

Resolved

The Board of Directors acknowledged they have reviewed the current Penalty Policy in accordance with NRS.

Motion: Rocco Fortino
Second: Grace McCullough

- ▷ **Resolved**
The motion passed unanimously

J. COLLECTION POLICY & COLLECTION COMPANY SCHEDULE OF FEES REVIEWS

Resolved

The Board of Directors acknowledged they have reviewed the current Collection Policy and Collection Schedule of Fees in accordance with NRS.

Motion: Grace McCullough
Second: Rocco Fortino

- ▷ **Resolved**
The motion passed unanimously

K. 2024 BUDGET ADOPTION

Resolved

After careful review, the Board of Directors adopted the 2024 Budget as presented and assessments will remain the same at \$68.00 monthly per unit.

Motion: Grace McCullough

Second: Rocco Fortino

► **Resolved**

The motion passed unanimously

L. 2023 AUDIT/TAX RETURN PROPOSALS

Resolved

After careful review and consideration, the Board of Directors approved the proposal as submitted by Bainbridge, Little & CO, LLP for \$1,325.00 to complete the association's 2023 audit.

Motion: Rocco Fortino

Second: Grace McCullough

► **Resolved**

The motion passed unanimously

M. APPOINTMENT A NATURAL GAS ABANDONMENT COMMITTEE

Resolved

After careful review and consideration, the Board of Directors would like to create a gas light committee of 5 members with Robert as the chair with Grace as the Board liaison.

Motion: Rocco Fortino

Second: Brian Herwander

► **Resolved**

The motion passed unanimously

N. SW GAS DOCUMENTED ABANDONMENT COSTS

Resolved

Rocky Fortino presented to membership that he did speak with an engineer of Southwest Gas and the cost (not included any damage to owners properties) for 229 lights average from \$70,000.00 to \$80,000.00. No action taken, this was presented for informational purposes.

O. EMERGENCY MEETING ITEMS

IX. REPORTS

A. MANAGEMENT REPORT

The Board of Directors reviewed the management report as presented. No action was taken at this time.

B. MONTHLY ACTIVITY REPORT

Resolved

The Board of Directors reviewed the monthly activity report as presented. No action was taken at this time.

C. COMMON AREA INSPECTIONS COMPLETED

Resolved

The Board of Directors reviewed the common area reports as presented. No action taken at this time.

D. ARCHITECTURAL MATTERS

Resolved

There are no Architectural applications to review.

E. CORRESPONDENCES

Resolved

None at this time.

X. LEGAL UPDATES

Resolved

None at this time.

XI. HOMEOWNER OPEN FORUM – ALL ITEMS

There were Owners present and the following comments were made:

- Letters to be sent to Owners regarding gas lamps.
- When do Owners get to vote?
- Documentation to be shared with the gas lamp committee.
- Street sweeping clarification for which days they will be out to sweep. Clarification is every first and third Thursdays.
- How will the Board handle ARC's variants?
- When will the glass cleaning service start? November 1st.
- Street sweeping is there a better method for cleaning? Rather than bi-monthly can there be sweeping by season?
- How can the glass cleaning on the gas lamps be verified as completed.
- Thank you for the door handles.
- Right turn into the community is unsafe at night. Please consider a light for that area.
- How is the quality of the glass for the gas lamps?
- Are investments liquid or locked.
- Can board members be increased from 3 to 5?

XII. SCHEDULING OF NEXT BOARD MEETING

Resolved

The next meeting is scheduled for January 22, 2024 at 5:30 PM for Executive Session and 6:00 PM for Board of Directors open session.

XIII. ADJOURNMENT

Resolved

The meeting was adjourned at 7:52 p.m.

Motion: Rocco Fortino

Second: Grace McCullough

► **Resolved**

The motion passed unanimously

APPROVED

Shane McQuay

DATE

1/22/2024



MONTECITO HOMEOWNERS ASSOCIATION

MONTECITO REGULAR SESSION MEETING

January 22, 2024 6:00 PM
FirstService Residential
8290 Arville Street
Las Vegas, NV 89139

MINUTES

Directors Present

Brian Herwander - Treasurer
Rocco Fortino - President
Grace McCullough - Secretary

Directors Absent

None

Additional Attendees

Dena Pollizatto, SCM- FirstService Residential

I. ESTABLISHMENT OF QUORUM AND CALL TO ORDER

Resolved

The meeting was called to order at 6:03pm.

II. EXECUTIVE SESSION ACKNOWLEDGEMENT, IF ANY

Resolved

The Board of Directors met in executive session prior to this meeting on January 22, 2024 and reviewed the following items: Minutes/Legal Matters/Pending Litigation/Non-Compliance Matters/Delinquency Matters.

Motion: Rocco Fortino

Second: Grace McCullough

► **Resolved**
The motion passed unanimously

III. HOMEOWNER OPEN FORUM – AGENDA ITEMS ONLY

There were twenty homeowners in attendance. The following agenda items were discussed:

- a. Lighting Maintenance- Originally contract state from M5
- b. Board member increase from 3 to 5
 - increase for voting in fairness
 - Someone to listen to the owner
- c. Owners vote to be involved, make board voting easier

IV. APPROVAL OF MINUTES

A. OCTOBER 25, 2023

Resolved

After careful review, the minutes from the October 25, 2023 Board of Directors Meeting were approved.

Motion: Brian Herwander

Second: Grace McCullough

► **Resolved**
The motion passed unanimously

B. NOVEMBER 28, 2023 BUDGET RATIFICATION

Resolved

After careful review, the minutes from the November 28, 2023 Budget Ratification Meeting were approved.

Motion: Grace McCullough

Second: Rocco Fortino

► **Resolved**
The motion passed unanimously

V. FINANCIALS

Resolved

After careful review, the Board acknowledged they have fulfilled their fiduciary duty to review the association's financials ending November 30, 2023.

Motion: Rocco Fortino

Second: Brian Herwander

► **Resolved**
The motion passed unanimously

VI. UNFINISHED BUSINESS- NONE AT THIS TIME

Resolved

None at this time.

VII. ACKNOWLEDGEMENT OF ACTION OUTSIDE OF MEETING

Resolved

There was presented as review as action was taken outside of regular schedule meeting.

1. CAS- Main Control Board in Exit Secondary Operator: \$776.10.

Motion: Rocco Fortino

Second: Brian Herwander

► **Resolved**
The motion passed unanimously

VIII. NEW BUSINESS

A. PAR 3 PROPOSAL

Resolved

The Board of Directors to take the action to approve/deny/postpone the following proposals by Par3:

a. **Hardwood trimming of African Sumac: \$1,250.00:** Rocco Fortino made a motion to approve the proposal as presented and ask for management to see when best time to trim. Grace McCullough seconded the motion. All voted in favor. Motion carried.

b. **Par3 Contract Renewal: \$354.32:** Rocco Fortino made a motion to approve the contract renewal increase as presented by Par3. Grace McCullough seconded the motion. Brian Herwander opposed. Majority carries.

c. **Palm Tree Trimming: \$232.00:** Rocco Fortino made a motion to accept the proposal from Par3 for the palm tree trimming at the front gate. Brian Herwander seconded the motion. All voted in favor. Motion carried.

B. STREET SIGN REPLACEMENTS

Resolved

The Board of Directors reviewed the information from the street sign replacement that Rocky provided. The Board of Directors approved to have management obtain proposals to replace the signs as noted.

Motion: Rocco Fortino

Second: Grace McCullough

► **Resolved**
The motion passed unanimously

C. M-5 PRICING TO PROVIDE MONTHLY REPORTS OF ALL LIGHTS CLEANED CHARGE

Resolved

The Board of Directors reviewed the pricing that was to provide reports for the glasses, street done and etc., for an additional \$45.00. The Motion was to deny the proposed pricing M5 provided.

Motion: Rocco Fortino

Second: Brian Herwander

► **Resolved**
The motion passed unanimously

D. INCREASE BOARD OF DIRECTORS FROM A 3 MEMBER TO 5 MEMBER BOARD

Resolved

There were a group of owners who wish to increase the Board from a three member to five member Board. Discussion was held. Brian Herwander made a motion to increase the Board to a 5 member Board. There was no 2nd to the motion. Motion died.

E. GAS LAMP CONVERSION UPDATE/DISCUSSION

Resolved

The Board of Directors presented the Board with the following updates. There was discussion with the committee to go with LED and/or LED with Solar. The concern about Solar is that 50 homes that have tree canopy hanging over the lamp that would provide proper illumination. The Board of Directors asked Management Samantha Katzakian to reach out to Southwest Gas to discuss abandonment of the lines and options. Two options were provided by Sarah with Southwest was as follows:

a. Can do an underground abandonment in the street to homeowners property. That would cost \$70,000.00 to \$80,000.00.

b. Shut pole at risers and would be no cost to the HOA or homeowners.

This was just provided as discussion/informational. No action to be taken.

F. DISCUSSION/VOTE- BOARD MEMBER OR ARC MEMBERS- NOT SERVING ON OTHER BOARD'S OR COMMITTEES

Resolved

There were a group of owners believe that board members serving on other committees and etc., is a conflict of interest. The motion was made by Brian Herwander to not allow/ave current Board members serve on any committees that are managed by Olympia Management/ Southern Highlands Masters. There was no 2nd to the motion. Motion died.

G. DISCUSSION/VOTE-FINES RECOMMENDED BY ARC COMMITTEE TO BOARD

Resolved

The ARC Committee does not recommend fines to be assessed to accounts, that would be a compliance committee and at this time the Board of Directors is the compliance committee and ARC. The motion was made by Brian Herwander to have a committee other than the Board to assess fines and etc. There was no second to his motion, the motion died.

H. DISCUSSION/VOTE- CREATE ARC BOARD (3-5 MEMBERS)

Resolved

There were a group of owners to serve on the ARC Committee and relieve the Board to focus on other items/matters in the community. The community receives about 6-7 ARCs a year so it does not take much time for the Board to address/review/provide vote. Brian Herwander made a motion to implement an ARC Committee. There was no 2nd to the motion. Motion died.

I. DISCUSSION/VOTE- OPTION FOR OWNERS CALL IN TO MEETINGS

Resolved

A group of owners have asked about having call in option to owners who are unable to attend. This will get more owners involved in the meetings. This will have owners attend via telephone/virtual and have members in person. Motion was made to open the next meeting to call in to residents as well as hold in person.

Motion: Brian Herwander

Second: Rocco Fortino

► **Resolved**
The motion passed unanimously

J. CHANGE OF GAS LAMP CC&R AMENDMENT

Resolved

The Board of Directors would have a proposed amendment asking the owners 2 questions;

1. prefer to do an abandonment free or pay the \$70,000.00-\$80,000.00 to abandon from street.
2. Prefer to do a one time special assessment or to have a loan taken and the HOA monthly dues would be collateral.

As the new amendment is not presented at this time, the board motioned to postpone.

Motion: Brian Herwander

Second: Grace McCullough

- **Resolved**
The motion passed unanimously

K. FOUNTAIN RESTORATION

Resolved

The Board of Directors reviewed and discussed the recoating the fountain to remove the previous coatings and restart. The Board of Directors approved to have management obtain proposals to replace the signs as noted.

Motion: Brian Herwander

Second: Rocco Fortino

- **Resolved**
The motion passed unanimously

L. EMERGENCY MEETING ITEMS

Resolved

None at this time.

IX. REPORTS

A. MANAGEMENT REPORT

The Board of Directors reviewed the management report as presented. No action was taken at this time.

B. MONTHLY ACTIVITY REPORT

Resolved

The Board of Directors reviewed the monthly activity report as presented. No action was taken at this time.

C. ARCHITECTURAL MATTERS

Resolved

There are no Architectural applications to review.

D. CORRESPONDENCES

Resolved

None at this time.

X. LEGAL UPDATES

Resolved

None at this time.

XI. HOMEOWNER OPEN FORUM – ALL ITEMS

The following items were discussed:

- a. Pole cut in removed by Southwest Gas
- b. Thank you to Board for the Christmas Decorations
- c. Gas was leaking as per mention at the last meeting (causing Southwest gas to shut off)
- d. Follow Roberts Rules of Order when conducting business
- e. Light on wall by pedestrian gate is out.

f. Reserve account was overfunded and wishing to know when Reserve transfers will restart as they were suspended in 2023 for last few months.

g. ARC Board and ARC Committee

h. Why is there backlash to increasing Board to a 5 member. There were 13 homeowners in attendance and 12 were in favor/1 was not in favor to increase

- Someone to listen to the owner

c. Owners vote to be involved, make board voting easier

XII. SCHEDULING OF NEXT BOARD MEETING

Resolved

The next meeting is scheduled for April 9, 2024 at 5:30 PM for Executive Session and 6:00 PM for Board of Directors open session.

XIII. ADJOURNMENT

Resolved

The meeting was adjourned at 7:52 p.m.

Motion: Brian Herwander

Second: Grace McCullough

► **Resolved**
The motion passed unanimously

APPROVED

DATE

**MONTECITO HOMEOWNERS
ASSOCIATION**
MONTECITO TOWN HALL

FirstService Residential
March 11 2024 – 6:00 PM



FirstService
RESIDENTIAL



MONTECITO HOMEOWNERS ASSOCIATION

MONTECITO TOWN HALL

March 11, 2024 6:00 PM
FirstService Residential
8290 Arville Street
Las Vegas, NV 89139

MINUTES

Directors Present

None

Directors Absent

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

Additional Attendees

Brian Herwander - Resident
Grace McCullough - Resident
Robert Bronstein - Resident
Dena Pollizatto - Community Manager
Gina Masterson - Regional Director
Scott Huss - Community Manager
William DeLong - Resident
Mary Elgie - Resident
Chrstine Waid - Resident
Francine Bronstein - Resident
Erica Herwander - Resident
Richard Lundquist - Resident
Patrick Bebee - Resident
Irene Beebe - Resident
James Toy - Resident
Diane Troy - Resident
CM Pelacfrda - Resident
Thomas Terzino - Resident
Dominic Marvelli - Resident

I. ESTABLISHMENT OF QUORUM AND CALL TO ORDER

This Homeowner Town Hall Meeting is called to order at 7PM.

II. HOMEOWNER OPEN FORUM

Homeowners made various requests at the Homeowner Open Forum:

Christine Waid - Did not understand the format of this meeting initially. Wants an increase in board members from 3 to 5 members. We should create an ARC Committee. 2-3 Members are necessary. Meetings should be a reasonable distance from the community. Wants an option for Solar or Electric Lighting. How can we communicate about decisions that happen in meetings?

Patrick Beebe - Changing the Gate Code is great. Wants to know if the community can have a separate entrance for owners only and if we could get that added to the front gate.

Richard Lunquist - Commented that owners should get to vote on items in a board meeting. Addressed the Community Manager by challenging the authority of the manager to understand NRS116. Quorum should be for the homeowners to tell the board what to vote for. Is there talk of a hybrid system for the lighting in the community?

Irene Beebe - Increased number of Board Members would be good for the community. ARC Committee should be created to help the community. Should shop for another management company that is more community-friendly. Changing the Gas Lamps in the Community is a great idea.

William Delong - Doubts the ability of many homeowners to join the board if it is expanded. Knows that Gas Rates will go up soon. Wants consistent lighting in the community.

Dominic Marvelli - Homeowners need options to have either Solar or Electric Gas Lamp light conversion.

Robert Bronstein - Wants to know if the community wants to change the gate code?

Thomas Terzino - Asked for more information related to the Gas Lamp Conversion. Robert Bronstein was able to provide guidance on lighting options. HOA should fire the Management company.

Brian Herwander - Contributed to the lighting discussion for the community throughout the community. Create their own Website to Communicate with the Homeowners.

III. ADJOURNMENT

The Town Hall Meeting was Adjourned at 6:59PM.

APPROVED

DATE

**MONTECITO HOMEOWNERS
ASSOCIATION**
MONTECITO SPECIAL OPEN MEETING

FirstService Residential
March 11 2024 – 7:00 PM



FirstService
RESIDENTIAL



MONTECITO HOMEOWNERS ASSOCIATION

MONTECITO SPECIAL OPEN MEETING

March 11, 2024 7:00 PM
FirstService Residential
8290 Arville Street
8290 Arville Street Las Vegas, NV 89139

MINUTES

Directors Present

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

Directors Absent

None

Additional Attendees

Dena Pollizatto - Community Manager
Gina Masterson - Regional Director
Scott Huss - Community Manager
William Delong - Resident
Mary Elgie - Resident
Chrstine Waid - Resident
Francine Bronstein - Resident
Erica Herwander - Resident
Richard Lundquist - Resident
Patrick Bebee - Resident
Mlrene Bebe - Resident
James Toy - Resident
Diane Troy - Resident
CM Pelacfrda - Resident
Thomas Terzino - Resident
Dominic Marvelli - Resident

I. ESTABLISHMENT OF QUORUM AND CALL TO ORDER

This Meeting is called to order at 7:00PM.

II. EXECUTIVE SESSION ACKNOWLEDGEMENT, IF ANY

The Board of Directors does not intend to meet in Executive Session prior or following this Open Session Meeting.

III. HOMEOWNER OPEN FORUM – AGENDA ITEMS ONLY

No comments were made at this Homeowner Open Forum.

IV. APPROVAL OF MINUTES

Please accept Minutes from the January 2024 Open Session.

Motion: Brian Herwander
Second: Grace McCullough

► **Resolved**
The motion passed unanimously

V. FINANCIALS

Board reviewed the Financial Statements for December 2023 and January 2024 Per NRS116.31083- this satisfies the board's responsibility to review the association's finances at a minimum of every 100 days. Motion to accept review of the Financials passed unanimously.

Motion: Brian Herwander
Second: Robert Bronstein

► **Resolved**
The motion passed unanimously

VI. REPORTS

A. MANAGEMENT REPORT

The Board reviewed the Management Reports as presented.

VII. LEGAL UPDATES

None at this time.

VIII. UNFINISHED BUSINESS

A. INCREASE BOARD OF DIRECTORS FROM A 3 MEMBER TO 5 MEMBER BOARD

The Board reviewed the resolutions as presented. Board Motined to accept the Resolution to Increase the Board Size to Five (5) Members. Motion Carried unanimously. The Board also Motioned to only hold One (1) Election per year matching the current recommendation in the Bylaws Section 3.4. Motion Carried Unanimously.

Motion: Brian Herwander
Second: Grace McCullough

► **Resolved**
The motion passed unanimously

B. DISCUSSION/VOTE- CREATE ARC BOARD (3-5 MEMBERS)

The Board Motioned to adopt the ARC Committee Resolution as presented. Motion carried unanimously.

Motion: Brian Herwander
Second: Grace McCullough

► **Resolved**
The motion passed unanimously

C. LEGAL COUNCIL DISCUSSION

The Board Motioned to instruct Management to bid out legal council for Montecito HOA.

Motion: Brian Herwander
Second: Robert Bronstein

► **Resolved**
The motion passed unanimously

D. MANAGEMENT PROPOSAL DISCUSSION

The Board Motioned to gather bids to tender an proposals for a new Management company. **Board is to discuss future action on this agenda item.**

Motion: Brian Herwander
Second: Grace McCullough

► **Resolved**
The motion passed unanimously

E. CHANGE OF GAS LAMP CC&R AMENDMENT

The Board Motioned to Approve the proposed CC&R Amendment as presented. This Amendment will be sent to a membership vote for approval of the Homeowners by the Association Bylaws.

Motion: Brian Herwander
Second: Robert Bronstein

► **Resolved**
The motion passed unanimously

F. MAILINGS TO MEMBERSHIP

Upcoming Mailings will be as follows:

Election Mailers:

Board Adopted the CC&R Amendment for Gas Lamps the Membership. Must pass with 67% in Favor (149 Yes Votes)

July Board Election - Nomination Forms will go out in Late April - and Ballots will go out in June.

Board adopted resolution stating there will be a single Annual Election from 2025 forward. This will be mailed with the Nomination Mailer for the July Election.

Amendment to the Bylaws to increase the Board Size - Must pass with 67% in Favor (149 Yes Votes)

General Mailers:

ARC Committee Charter will go out to every owner of the membership. The Board can appoint members after 30 days of mailing to the Homeowners

IX. ACKNOWLEDGEMENT OF ACTION OUTSIDE OF MEETING

None at this time.

X. NEW BUSINESS

A. BOARD MEMBER RESIGNATION

The Board accepted the formal resignation of Rocco Fortino on 1/28/2024.

Motion: Brian Herwander
Second: Grace McCullough

► **Resolved**
The motion passed unanimously

B. APPOINTMENT OF ROBERT BRONSTEIN

Board is to recognize the appointment of Robert Bronstein on 2/1/2024.

Motion: Brian Herwander
Second: Grace McCullough

► **Resolved**
The motion passed unanimously

C. CREATION OF OURMONTECITO.COM

The Board discusse the creation of OurMontecito.com. Biran Herwander and Robert Bronstein proposed chipping in for the cost to run and maintain this informational website. Board Motioned to create the website for the benefit of homeowners. The Motion passed unanimously.

Motion: Brian Herwander
Second: Grace McCullough

► **Resolved**
The motion passed unanimously

D. NEW GATE CODE

The Board Motioned to instruct Management to get a new gate code programed for the communtiy.

Motion: Brian Herwander
Second: Grace McCullough

► **Resolved**
The motion passed unanimously

XI. HOMEOWNER OPEN FORUM – ALL ITEMS

A homeower asked about the Lighting Conversion project process.

XII. SCHEDULING OF NEXT BOARD MEETING

The Next Board Meeting is scheduled on April 8th 2024 at 6PM.

XIII. ADJOURNMENT

Motion to Adjourn the Meeting. Meeting was adjourned at 7:39 PM.

Motion: Brian Herwander
Second: Grace McCullough

► **Resolved**
The motion passed unanimously

APPROVED

DATE

**MONTECITO HOMEOWNERS
ASSOCIATION**
MONTECITO OPEN SESSION

FirstService Residential
April 8 2024 – 6:00 PM



FirstService
RESIDENTIAL



MONTECITO HOMEOWNERS ASSOCIATION

MONTECITO OPEN SESSION

April 8, 2024 6:00 PM
FirstService Residential
8290 Arville Street
8290 Arville Street Las Vegas, NV 89139

MINUTES

Directors Present

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

Directors Absent

None

Additional Attendees

Scott Huss - FirstService Residential
Marice Bronstein - Resident
Richard Lundquist - Resident

I. ESTABLISHMENT OF QUORUM AND CALL TO ORDER

A majority of the Board members established a quorum for this meeting. The meeting is called to order at 6:00PM

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

No comments were made.

IV. APPROVAL OF MINUTES

The Board Approved the Minutes for the March 2024 Meeting as presented.

Motion: Brian Herwander

Second: Grace McCullough

► **Resolved**
The motion passed unanimously

V. FINANCIALS

The Board Approved the Treasurers Report for the Month Ending February 2024 as presented.

Motion: Robert Bronstein

Second: Brian Herwander

- **Resolved**
The motion passed unanimously

VI. REPORTS

A. MANAGEMENT REPORT

The Board Accepted the Management Reports as presented.

Motion: Brian Herwander

Second: Grace McCullough

- **Resolved**
The motion passed unanimously

VII. LEGAL UPDATES

None at this time.

VIII. ACKNOWLEDGEMENT OF ACTION OUTSIDE OF MEETING

A. GATE REPAIRS

CAS performed two repairs on the Entry Gates for \$892.67 (Lower Gearbox Repair) and \$551 (Battery Replacement).

IX. UNFINISHED BUSINESS

A. STREET SIGN REPLACEMENT

Management is presenting proposals from companies to replace the Street Signs around the community. Does the Board want to open the sealed bids that were received?

The following vendors were asked to submit sealed bids:

VENDOR	COST	BOARD DECISION
PME COMMUNITY SERVICES	DID NOT BID	
STILLS CONSTRUCTION	\$5,523	
TITAN CONSTRUCTION SERVICES	\$10,250	
MK HOUSE	\$5,143.50	

The Board chose to discuss this further outside of the Meeting.

B. LEGAL COUNCIL DISCUSSION

The Board would like to discuss the merits of finding new legal council to assist with Legal Matters. Management has reached out to the following Legal Firms for an LOR:

LEGAL REPRESENTATION	BOARD DECISION
LKG (CURRENT LEGAL FIRM)	
ISSACSON LAW	
GIBBS GIDEN	
MARQUIS AURBACH	
CLARKSON LAW GROUP	
WRSS&R	

The Board will review and discuss the proposals presented in the Meeting to Determine the path forward.

C. MANAGEMENT PROPOSAL DISCUSSION

FSR Management is presenting an updated Management contract for future services with FSR. The Board has indicated the need to obtain bids for competing management contracts. The sealed bids were opened in the meeting:

MANAGEMENT COMPANY	TERMS OF CONTRACT	BOARD DECISION
FIRSTSERVICE RESIDENTIAL	\$2,442.39 Per Month (3 Year Contract) - 4 Meetings Per Year	
WESTWARD 360	\$1,590 (Non Inclusive) - 4 Meetings Per Year	
TERRA WEST	\$1,899 (Non Inclusive) \$2,399 (Inclusive) - 4 Meetings Per Year	
CAMCO	\$1,658 (Non Inclusive) \$2,197 (Inclusive) - 4 Meetings Per Year	
COLONIAL PROPERTY MANAGEMENT	\$1,605 (Non Inclusive) \$2,399 (Inclusive) - 4 Meetings Per Year	

The Board will review the proposals and determine the path forward outside of the Meeting.

D. CHANGE OF GAS LAMP CC&R AMENDMENT

The Board reviewed the information and insights provided by the Lighting Survey and the communication from Committee and Vendor Correspondence.

X. NEW BUSINESS

A. COLLECTION POLICY UPDATE

The Board Motioned to Adopt the Updated Collection Policy as presented.

Motion: Brian Herwander

Second: Robert Bronstein

► **Resolved**
The motion passed unanimously

B. FOUNTAIN RECOATING

Management is presenting proposals from companies to Recoat or Clean the Fountain in the community. The sealed bids were opened as follows:

VENDOR	COST	BOARD DECISION
COMPLETE POOL CARE	DID NOT BID	
OASIS POOLS	\$6,200	
TITAN CONSTRUCTION SERVICES	DID NOT BID	
MK HOUSE	DID NOT BID	
STILLS CONSTRUCTION	\$3,257	
SPLASH POOL MAINTENANCE AND REPAIR	DID NOT BID	

The Board will review the proposals outside of the Meeting.

C. ENTRY GAS LAMPS

Management is presenting proposals from companies to convert the 8 Entry Lamp Posts. The following Sealed Bids were opened in the Meeting:

VENDOR	PRICE	BOARD DECISION
M-5 (SOLAR)	\$15,480 (SOLAR)	
M-5 (ELECTRIC)	\$9,250 (ELECTRIC)	

ISG LIGHTING	\$17,855 (ELECTRIC)	
WEST COAST COMMERICAL SERVICES	DID NOT BID	
ROTH LIGHTING	\$7,028.77 (SOLAR)	
ADVANCED LIGHTING SERVICES	DID NOT BID	
KELLEHER DAVIS CONTRACTING	\$28,675 (ELECTRIC)	
CANYON ELECTRIC COMPANY	DID NOT BID	

The Board will review the proposals and determine the next steps outside of the Meeting.

D. SOCIAL COMMITTEE CHARTER

The Board motioned to Adopt the Social Committee Charter as presented.

Motion: Brian Herwander
Second: Grace McCullough

► **Resolved**
The motion passed unanimously

XI. HOMEOWNER OPEN FORUM – ALL ITEMS

The Following comments were made in the Homeowner Open Forum:

Marice Bronstein - When was the Gate Code Changed? Some residents are still having trouble accessing the community. The Board indicated that they did not want to publish the entry code - and residents should contact FirstService Residential for the updated entry code.

XII. SCHEDULING OF NEXT BOARD MEETING

The next Board Meeting is scheduled for Monday, July 15th 2024 at 6PM.

XIII. ADJOURNMENT

Motion to Adjourn the Meeting. Meeting was adjourned at 7:19PM.

Motion: Grace McCullough
Second: Brian Herwander

► **Resolved**
The motion passed unanimously

APPROVED

DATE