

**RANCHO BEL AIR POA UNIT 2
EXECUTIVE BOARD OF DIRECTORS
REGULAR SESSION MEETING MINUTES
OCTOBER 19, 2023**

BOARD MEMBERS PRESENT President Robin Munier, Vice President Andre Bailey (via telephone), Treasurer Michael Twedell (via zoom), Director Angelo Stamis. **ABSENT** Director Barry Becker and Linda Potter. **OTHERS PRESENT** Gerald Northfield, Community Manager, with Performance CAM the management company and Owners per the sign in sheet.

I. ESTABLISH QUORUM / CALL TO ORDER / BEGIN RECORDING

President Robin Munier conducted a roll call of Board members to determine a quorum was established. President called the meeting to order at 6:06 pm, welcomed everyone, asked all persons to identify themselves, and called for audio recording to begin.

***Motion - Appointment of Payvand Welebir as Director (until April 2024 election) & ARC chair – Due to Payvand Welebir being absent the Board is unable to take any action.

Linda Potter in an October 13, 2023 emailed stated; “Just a reminder that I abdicated Secretary (to which I was appointed without consulting me) and Committee service earlier this year.” This leaves the Secretary position open for reappointment.

II. OWNERS COMMENT AND DISCUSSION PERIOD (Limited to Agenda items)

**** DISCUSSION WITH GIGAPOWERR REP via ZOOM – Agent did not check in via zoom.

Owner had previously submitted written questions/concerns and now, with others in attendance, when over those listed.

6:47 Treasurer Michael Twedell departed zoom.

6:48 Director Barry Becker arrived.

III. SECRETARY REPORT

A. Discuss / Act to approve Regular meeting minutes - A motion was made and seconded to approve the July 20, 2023 Regular meeting minutes, as submitted. Motion carried unanimously.

IV. TREASURER REPORT

A. Review Treasurer Report / Acceptance of Financials – For the record, the Board was sent the full monthly financial package for review separately and only the Treasurer Summary report and Balance Sheet are included in the board packet. A motion was made and seconded to accept the June, July, and August 2023 financials in accordance with NRS 116.31083. Motion carried unanimously.

B. Discuss / Act upon adoption of 2024 Budget / Set Budget Meeting - The Board in reviewing the projected expenses in the 2024 budget find to balance the budget for 2024, the Board feels that A CHANGE IN THE ANNUAL ASSESSMENT IS NECESSARY. Therefore, if ratified by the membership, the Annual Assessment for 2024 will INCREASE to \$3,360.00 payable in installments of \$ 280.00 per month per unit beginning January 1, 2024. A CHANGE IN THE ANNUAL AMENITIES ASSESSMENT IS NECESSARY. Therefore, the Annual Amenities Assessment for 2024 will INCREASE to \$2,700.00 payable in installments of \$ 225.00 per month per unit beginning January 1, 2024. A motion was made and seconded to adopt the 2024 Budgets for ratification and hold the Budget Ratification meeting on November 13, 2023 at 11:00 am inside Performance CAM location. Motion carried unanimously.

V. REPORTS

A. Architectural Review Committee

1. ARC Committee Report – None.

B. Community Area Committee

1. Review / Act upon Street Slurry/Sealcoating bids – Under unfinished business.

3. Discuss / Act upon Bailey's entrance power washing bid – Under Unfinished business awaiting proposal.

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REPORTS (Cont'd)

C. Landscape Committee

1. Review / Act upon Entrance landscape renderings – After discussions, matter pending/postponed.

D. Management (Gerry)

1. The 2023 Annual Planning calendar was reviewed. Management suggested the Board consider moving the Executive closed session prior to Regular board meeting. In looking at next year schedule the Board will hold an Executive session at 5:30pm and Regular at 6:30pm. Management reported the new Cyber insurance (required coverage of \$250,000 for associations of 150 or less members) was put in place an annual cost of \$699.

E. MEMBERSHIP / WELCOME COMMITTEE – Nothing to report.

F. NEWSLETTER COMMITTEE

1. The latest newsletter was delivered to management and mailed.

G. SECURITY COMMITTEE

1. Report out on Post Orders & RFID Transponder procedures – A draft handout on Post Orders was distributed to the Board for their first review.
2. Rear Gate Camera Update – System is ok.
3. Policy & Protocols for hosting open houses - A draft handout on the Resident – Part/Event Form was distributed to the Board for their first review. After discussions, a decision is pending/postponed.
4. Revision of Party form update. – Pending.
5. Discuss / Possible action on 110123 VetSec Security Service Agreement Addendum – Under New Business for action.

H. SOCIAL COMMITTEE – Discuss Trademark – Director Potter was absent. Director Twedell, as Chair, prior to leaving the meeting, reported that the FACEBOOK group is set up.

VI. UNFINISHED BUSINESS

A. Discuss Gigapower Fiber installation overview & community access request – Kevin D'Auteuil agent for Smartlink did not participate in zoom. Matter dropped.

B. Review / Act upon Street Slurry/Sealcoating bids – Bids were solicited to prepare the surface, clean & repair cracks, apply an asphalt sealer were opened. Bidders were American Pavement Preservation Proposal #223425 dated 101023 (Option 2 Five year warranty for \$64598.34 total), Holbrook dated 101023 (HAU948590 \$78,073.89, HAU \$67579.51, HAU 948592 Gutter \$9000), and X2 Treme Asphalt & Concrete proposal 23A-0152 dated 101023 (Opt 1 \$56228.88 Opt 2 \$71222.88). After reviewing a motion was made and seconded to approve American Pavement Preservation Option #2, as submitted. Motion carried unanimously.

C. Discuss / Act upon Bailey's entrance power washing bid – Proposal has not been received. Postponed

VII. NEW BUSINESS

A. Review / Act upon Lavish Lights quote for holiday lighting – Lavish Lights submitted quote #33 at a price of \$1200 to decorate the guardhouse, gate headers, and center olive tree. After discussions Angleo said he would

contact another company who he thought he could get a better price of approx. \$1000. After reviewing a motion was made and seconded to allow Angleo to contact another company and if their bid does not exceed \$1200 to approve such. Motion carried unanimously.

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NEW BUSINESS (Cont'd)

B. Discuss / Possible action on 110123 VetSec Security Service Agreement Addendum – Jeremy Henemyer with VetSec submitted a summary of the current coverage and proposed security guard pay rate current pricing/increased billing of 128 hours per week from \$15/\$21.06 to \$16.50/\$23.84 resulting in a monthly/annual of \$16024/192288 and Officer in Charge increase from \$17/\$23.72 to \$17.50/\$25.23 resulting in a monthly/annual of \$17,596/\$211149. This is an annual increase of \$18,861. A motion was made and seconded to decline the proposed increases. Motion carried unanimously.

C. Discuss / Act upon renewal of Performance CAM Management Agreement – The Board discussed continuing month to month and requested an additional proposed Agreement be submitted in January with meeting every other month when the Board will make a decision. Pending/postponed.

D. Discuss / Act upon Gate Support & Maintenance contract – Bids for quarterly gate access equipment support & quarterly maintenance were received from InterAccess proposal dated 082223 (\$175monthly) and Western Door & Gate 101323 estimate 50638939 (\$720 annually) were discussed. A motion was made and seconded to approve the Western Door & Gate quarterly proposal, as submitted. Motion carried unanimously.

E. Discuss / Act upon resident incident causing damages to gate entrance – Bids to repair the main post and concrete repairs were received from InterAccess proposal 101312 (\$3901.68) and Western Door 101623 Estimate 50675291 (\$3259.11). A motion was made and seconded to approve Western Door proposal, as submitted. Motion carried unanimously.

VIII. OWNERS COMMENT AND DISCUSSION PERIOD (Limited to Non-Agenda items)

None.

IX. NEXT REGULAR BOARD MEETING

The next meeting is January 2024, with a date yet to be set at 6:30 pm.

X. ADJOURNMENT / AUDIO RECORDING STOPPED

The President, noting no further business to come before the Board, adjourned the meeting at 9:23 pm.

Submitted by Recorder, Gerald Northfield, Community Manager.

Approved,

By

Title

Date