

# **PUEBLO AT SANTA FE CONDOMINIUM ASSOCIATION**

## **BOARD OF DIRECTORS REGULAR MEETING MINUTES**

**March 26, 2024**

**6:00 PM**

**Pueblo Santa Fe – Clubhouse  
5109 Jordan Frey Las Vegas NV 89130**

### **REGULAR MEETING MINUTES**

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#### **CALL TO ORDER/ROLL CALL/AUDIO RECORDING**

Members Present:

**Robert Rosenfeld, President  
Larry Hastings, Vice-President  
Robert Torres, Secretary  
Brenda Tierney, Director  
Suzanne Durett, Treasurer**

Members Absent:

Management Present:

**Babette Buiten  
Performance CAM, LLC**

Noting that a quorum was present, Robert Rosenfeld called the meeting to order at 6:02PM.

#### **BOARD PRESIDENT OPEN REMARKS AND COMMENTS**

Board president Robert Rosenfeld opened the meeting with an important message regarding the community's financial future. President Rosenfeld emphasized that the board believes it is imperative for the community and its members to consider implementing a midyear budget. The decision is primarily driven by the anticipated replacement of the underlayment of the roofs within the next 5 years. President Robert Rosenfeld mentioned that the board proposes a \$30.00 increase in regular assessments, per unit, per month ensuring financial preparedness. The increase will go directly into the reserve account. Board President Rosenfeld opened the floor for Q&A for the homeowners who were present.

#### **HOMEOWNER FORUM AGENDA ITEMS ONLY**

There were eight homeowners present. Lots of discussion and questions regarding the increase were answered.

#### **SECRETARY REPORT - APPROVAL OF MINUTES**

Larry Hastings made a motion to approve the January 24, 2024, regular meeting minutes as presented. Brenda Tierney seconded the motion and the motion carried unanimously.

#### **TREASURER REPORT – REVIEW OF FINANCIALS**

A. The board filled their fiduciary duty by reviewing the financials of December 2023 through February 2024. Robert Rosenfeld made a motion to accept the financials as presented. Larry Hastings seconded the motion and the motion carried unanimously.

#### **UNFINISHED BUSINESS**

None.

#### **NEW BUSINESS**

A. Clean out Springcaps Proposals – 3 proposals were requested. One was received from Kelleher and Davis Construction. Robert Rosenfeld made a motion to request Paul Kelleher to meet with the board

on site and bring a sample of the springcap. This agenda item will be postponed until the May 2024 meeting. Larry Hastings seconded the motion and the motion carried unanimously.

- B. The board was presented the proposal for 200 new keyfobs for the price of \$8.40 per keyfob. Robert Rosenfeld made a motion to use what we currently have when homeowner fobs malfunction. The current homeowners who purchased any keyfobs in the recent 6 months due to malfunctioning of the fob will be reimbursed for the purchase price. Any keyfobs that malfunction from this point forward will be replaced for free if the old “original” fob is turned in. Brenda Tierney seconded the motion and the motion carried unanimously.
- C. Adoption of 2024 Enforcement Policy – Larry Hastings made a motion to accept the proposal as presented. Robert Rosenfeld seconded the motion and the motion carried unanimously.
- D. Adoption of 2024 Water/Sewer Leak, Insurance Claim and Deductible Policy and Procedure – Robert Rosenfeld made a motion to adopt the Policy and Procedure as presented. Motion was seconded by Brenda Tierney and carried unanimously.
- E. Adoption of 2024 Reserve Study – Robert Rosenfeld made a motion to adopt the study as presented. Larry Hastings seconded the motion and the motion carried unanimously.
- F. The board was presented with a three Maintenance & Repair Proposals for the roofs of the association:  
Ariat Roofing - \$56,655.00 for all buildings  
A Step Above - \$18,200.00 for all buildings  
Amaya Roofing - \$44,517.00 for all buildings  
The board informed the membership that this item will be postponed until the May meeting.
- G. Mid-Year Budget – assessment increase. Robert Rosenfeld made a motion to increase the monthly assessments \$30.00 per unit, per month to ensure adequate reserve funds for future repair and replacement of the common elements. The entire increase amount will be going to fund the reserves. Larry Hastings seconded the motion and the motion carried unanimously.
- H. Monthly Reserve Contribution Increase – Robert Rosenfeld made a motion to increase the monthly reserve contributions from \$7,800.00 to \$8,000.00 per month. Brenda Tierney seconded the motion and the motion carried unanimously.

#### **HOMEOWNER FORUM - OPEN**

- One homeowner asked about the increase in building signs to improve navigation of residents, visitors, and vendors to the right location.
- A homeowner mentioned an attempted break in at his unit and is requesting a security door installation. The homeowner was provided with an ARC form and the paint palette to submit for approval.
- Another homeowner mentioned the poor location of the current handicap parking spot, away from the railing. It was requested to move the handicap parking space directly next to the railing to improve convenience for individuals with mobility challenges.

#### **ADJOURNMENT**

Robert Rosenfeld made a motion to adjourn the meeting at 7:09PM. Larry Hastings seconded the motion and the motion carried unanimously.