

**PUEBLO AT SANTA FE CONDOMINIUM  
ASSOCIATION**

**BOARD OF DIRECTORS  
REGULAR MEETING MINUTES**

**May 21, 2024  
6:00 PM**

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

**REGULAR MEETING MINUTES**

\*\*\*\*\*

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

Members Present:

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

Management Present:

**Babette Buiten  
Performance CAM, LLC**

Noting that a quorum was present, Robert Rosenfeld called the meeting to order at 6:05PM.

**BOARD PRESIDENT OPEN REMARKS AND COMMENTS**

Board president Robert Rosenfeld opened the meeting reiterating the important message that was shared during the last meeting regarding the community’s financial future. President Rosenfeld emphasized that the board believes it is imperative for the community to increase the assessments by \$30.00 per unit, per month. Board President Rosenfeld opened the floor for Q&A for the homeowners who were present. -A homeowner asked why the reserve study was done early and if a mid-year budget can be done by law. President Rosenfeld explained that the mid-year budget is an allowed option for HOA’s to prevent getting behind in the required repairs and upkeep of the community. The board will work progressively in order of priority. The new reserve study was essential in obtaining accurate numbers based on current pricing. The previous reserve study was pre-pandemic and reflected incorrect replacement cost.

**HOMEOWNER FORUM AGENDA ITEMS ONLY**

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

**SECRETARY REPORT - APPROVAL OF MINUTES**

Brenda Tierney made a motion to approve the March 26, 2024, regular meeting minutes with one change; Item H should read that the increase in monthly reserve contributions will change from \$7,800.00 to \$13,000.00. Larry Hastings seconded the motion and the motion carried unanimously.

**TREASURER REPORT – REVIEW OF FINANCIALS**

The board filled their fiduciary duty by reviewing the preliminary financials of March 2024. The financials were pending the final review of the CPA. Robert Rosenfeld postponed the acceptance until the next meeting. The board will be sent the financial packet over email once completed by the CPA.

**UNFINISHED BUSINESS**

None.

**NEW BUSINESS**

- A. Accept Resignation Board Member – Appoint New Member for open Position. Robert Torres resigned from the board. Robert Rosenfeld made a motion to accept the resignation as presented. Larry Hastings seconded the motion and the motion carried unanimously. The open position was not filled at this time.
- B. Approval New Plant Material Courtyard – Brenda Tierney made a motion to accept the plant material proposal as presented but to have the vendor make contact prior to the installation so that different/additional plant options may be discussed. Larry Hastings seconded the motion and the motion carried unanimously.
- C. Clean Out SpringCaps Proposals – The board requested management to follow up with the vendor and ask what can be done to prevent back up in the lines if there are no loaded spring caps to release the contents of the pipes. This will be discussed during the next meeting.
- D. Roofing Bids and Follow Up - The board was presented with a three Maintenance & Repair Proposals for the roofs of the association during the March meeting: 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  
 Robert Rosenfeld made a motion to accept A Step Above’s proposal for roof maintenance & repair. Larry Hastings seconded the motion and the motion carried unanimously.
- E. Insurance Renewal 2024-2025 – The board renewed the insurance for the community. The insurance annual premium increased from \$66,715.00 annually to \$71,762.00.
- F. Additional Building Signs – the board prefers the same vendor to install the new signs. The board wants building signs in between each set of stairs except the buildings on Jordan Frey as they already have one there. That is the sign that should be copied across the community, but the board requested to omit “Pueblo at Santa Fe”. The board requested renderings for review via email. Additionally signs are requested above each breezeway. This agenda item will be ratified during the July meeting.
- G. Light Post Painting Proposals – the board was presented with three proposals:  
 D&R Painting \$3,360.00 with a 2-year warranty  
 CertaPro Painters \$4,460.00 with a year warranty on workmanship  
 Unforgettable Coatings \$4,930.00 with a 3-year warranty  
 EmpireWorks \$4,980.00 with a 2-year warranty  
 NV Illumination was requested to submit a proposal as well but it was not received in time.  
 Robert Rosenfeld made the motion to accept Unforgettable Coatings proposal in the amount of \$4,930.00. Suzanne Durrett seconded the motion and the motion carried unanimously.
- H. Mid-Year Budget – Assessment Increase – The mid-year budget was adopted as presented reflecting a \$30.00 increase in assessments per unit per month. The monthly reserve contribution will increase to \$13,000.00 per month to adequately fund the reserves. Robert Rosenfeld made a motion to adopt the budget as presented, seconded by Suzanne Durrett and the motion carried unanimously.

**HOMEOWNER FORUM - OPEN**

- One homeowner requested a solar clock for the pool.
- A homeowner mentioned tiles with grout missing by the pool. The board informed the owner that Herritage Pools will complete the pool repairs in the fall.

**ADJOURNMENT**

Robert Rosenfeld made a motion to adjourn the meeting at 7:27PM. Brenda Tierney seconded the motion and the motion carried unanimously.

DRAFT