



**DIRECTORS PRESENT:** DENNIS CRABB, PRESIDENT; KATEY FOX, VICE-PRESIDENT; JOHN MCKINNEY, SECRETARY/TREASURER; ANDY HOPPER, DIRECTOR; AND RON MIYASAKI, DIRECTOR

**DIRECTORS ABSENT:** KEN MCNEIL DIRECTOR & ONE VACANT SEAT

**MANAGEMENT PRESENT:** KAREN BROWN, COMMUNITY MANAGER; and JAN MCKINNEY, Administrative Assistant with FirstService Residential

16 owners in attendance – Sign in sheet on file

Upon notice of duly given in accordance with NRS 116, the Board of Directors of Sierra Canyon Association held a Board of Director's Meeting on Monday, February 1<sup>st</sup>, 2016 at Sierra Canyon Association Aspen Lodge, located at 1798 Del Webb Pkwy W, Reno, NV 89523.

**I. CALL TO ORDER/ESTABLISHMENT OF QUORUM**

A quorum was established with five of seven Board Member's in attendance and the meeting was called to order at 1:30 pm by Board President, Dennis Crabb.

**II. HOMEOWNER FORUM**

*Agenda items only in accordance with NRS 116 – Board responses in italics.*

- A. Joe Fadrowsky: Spoke of Somerset's choice of Reno Green as their new landscape company. That interviews were conducted and references were checked before a contract was signed.
- B. Joe Bower: Stated since a new Board of Directors is coming on it 10 days they should have say in who the new landscape company is. He also had some questions on the Landscape RFP.

**III. LANDSCAPE RFP'S – Requests for proposals**

Ron Miyasaki reviewed the proposals with the Board with a comparison spreadsheet and sealed bids were opened:

1. All Season's Lawn: Disqualified as the proposal wasn't submitted as required.  
**Motion:** John McKinney moved to disqualify. Duly seconded by Andy Hopper.  
**Motion passed unanimously.**
2. Groundskeeper: Submitted a bid of \$14,800.00 per mth = \$178,560.00 per yr.
3. National Landscape: Submitted a bid of \$14,025.00 per mth = \$168,300.00 per yr.
4. Reno Green: Submitted a bid of \$8,397.00 per mth = \$100,776.00 per year. The Board made note that if they were to choose Reno Green they would require a different Supervisor than that of the Somerset crew. Hourly man-hour rate for non-contracted items is \$45.00.
5. Signature Landscape: Submitted a bid of \$8,989.00 per mth = \$107,866.00 per year. Hourly man-hour rate for non-contracted items is \$38.50.

The Board reviewed all the proposals and bids, *discussion ensued.*

**Motion:** Andy Hopper moved to give a "conditional" approval to Reno Green Landscape. On condition of review of: insurance, references, interviews with the prime employees and legal review of the contract. Duly seconded by Dennis Crabb.

*Discussion ensued*

**Motion passed unanimously.**





**IV. HOMEOWNER FORUM**

***Open comments on any items***

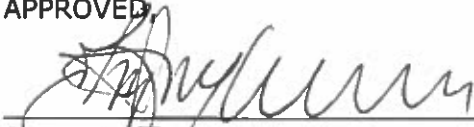
A. Joe Bower: Stated he would like to review the Landscape Maintenance proposed agreement between Sierra Canyon and Somerset. He also asked how the Board reviewed the proposals before the Board Meeting as NRS116 states "sealed bids" are to be opened at the meeting, not before. Management explained that the landscape companies were asked to submit "two" proposals for Board review. The first in an envelope with all the information they were submitting as their proposal, the second envelope, sealed, would include the proposal along with their "bid" price. The sealed bids were opened at a meeting.

**V. ADJOURNMENT**

There being no further business to discuss, the meeting was adjourned at 2:25 pm.

Respectfully Submitted for Board review and Approval:

APPROVED

  
\_\_\_\_\_  
Secretary/Treasurer

3/9/16  
\_\_\_\_\_  
Date