



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

DIRECTORS ABSENT: ONE VACANT SEAT

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

76 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 Wednesday, February 10th, 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 six of seven Board Member's in attendance and the meeting was called to order at 5:30 pm by Board President, Dennis Crabb. Katey Fox wanted to thank outgoing Board Members Dennis Crabb and Ken McNeil for their time on the Board.

II. HOMEOWNER FORUM

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

A. Kim Madera: Asked about the status on the pool de-humidifier. *The Board stated it is on the agenda in the Maintenance. Ron will be reviewing.*

III. APPROVAL OF MINUTES

January 13th, 2016 Minutes: The Board reviewed draft minutes from the January meeting.

MOTION: Andy Hopper made a motion to approve the January 13th minutes as presented. Duly seconded by John McKinney.

Motion carried unanimously.

IV. REVIEW OF FINANCIAL REPORT

A. Treasurer's Report: John McKinney reviewed the December 2015 year-end financials with the Board and those members in attendance. He stated that as of December 31st the Balance Sheet, Operating Funds show a total of \$244,543.68. With \$244,043.68 in the checking account and \$500.00 in Petty Cash. The Reserve Balance was \$838,624.79 of which \$689,067.31 was invested in CDs or MS cash equivalents and \$149,557.48 was invested in the Reserve Fund money market account. Our total cash is \$1,083,168.47. Total assets are \$1,088,436.25 with total Liabilities at \$1,088,436.25.

B. Financial Statements – December 2015: The Board reviewed the December 2015 year-end, Financial statements.

MOTION: John McKinney made a motion to accept the current unaudited December year-end 2015 financial statements & reports, acknowledging that the Board has fulfilled their duty to review the financials in accordance with NRS 116.31083, subject to the year-end audit. Duly seconded by Katey Fox.

Motion carried unanimously.





V. **COMMITTEE REPORTS**

The Board of Directors may take action on items recommended during each report.

- A. **Architectural Review Committee:** Ken McNeil reported 13 applications were reviewed. Of those seven were approved, two were approved with conditions, two were approved and forwarded on to Somerset for review & approval, one was denied and an extension was given to a previously approved plan for installation. Ken noted that owners should always submit their plans to Sierra Canyon first for approval. If plans need to go to Somerset, Sierra Canyon will forward after approving. He also made note that Sierra Canyon doesn't charge a fee for submittal and review.
- B. **Budget & Finance Committee:** It was noted that Joe Williamson and Ed Montenegro's terms on the Budget & Finance Committee have ended. An announcement will be made for applicants with a financing background to submit resumes for consideration.
- C. **Facilities Committee:** Glenda Powel was pleased to announce that the "500 footers", those residents living within 500 feet of the proposed lodge expansion, had voted (29 yeses' and 6 no's) to approve going forward with the proposed lodge expansion plans. The Facilities Committee will meet with the Architects for final plans and costs and ask the Budget & Finance Committee to review funding sources. Once final/complete information is received the Committee will move towards a full owner vote. Several "Town Hall" type meetings will be held to inform owners of the plans.
- D. **Maintenance Supervisor:** The Board reviewed a report submitted by Ron Eckhardt, Association Maintenance. Ron noted that several components had been replaced on the pool de-humidifier and he is currently monitoring its performance. He stated the current de-humidifier doesn't have the capacity to work in Reno's colder weather and recommended the Board sign the proposal from CR Engineering for an evaluation.
MOTION: Ken McNeil made a motion to approve the proposal from CR Engineering. Duly seconded by Katey Fox.
Motion carried unanimously.
Ron noted that the funds in the Reserve Study for the de-humidifier were only stated to be about \$6,500.00, whereas the replacement could be up to \$150,000.00. Ron also noted that if the de-humidifier situation doesn't get resolved soon the pool may need to be closed during colder weather to prevent further damage to the room. The pool roof repairs should start early spring, as soon as the weather is consistently good.
- E. **Fitness Coordinator Report:** In Lynn Peterson's absence Karen reported that: We sold 63 punch card's in January for a total of \$3,780.00. Lynn taught 48 classes with a participation of 547 residents, and an income of \$1,641.00. Due to popular demand she has added a third circuit training class for February. The final awards party for the 6-week fitness challenge will be Saturday, March 5th. We will run a 2 for 1 "Buddy Pass" program in March where a resident can bring a guest in for a Buddy Pass which allows for three free fitness classes (March only).
- F. **Community Manager Report:** Karen Brown introduced the new Assistant Community Manager, Kathleen Hall. She reported that Kathleen has four years' association experience, including compliance. In the past Kathleen had worked for a landscape company which will help her in her duties of overseeing the new landscape company. She replaces Cliff who resigned in early January. Karen warned of ice on the roof and told owners to beware of falling ice onto the north entrance, spa and west steps. She reported on the recent HOPA mailing.... The associations 2016 HOPA response has been 50%, with only 548 forms



returned. Additional mailers and eblasts will be needed to get the association 100% compliant (per the governing documents).

VI. UNFINISHED BUSINESS –

A. Landscape RFP – Report – Special Board Meeting results

The Board reported the results from the February 1st Special Meeting where the Landscape proposals and sealed bids were reviewed. Reno Green was given a "conditional" approval for the new landscape contract. One condition is a requirement that Sierra Canyon have a different job supervisor than Somerset has. References were checked by Glenda Powel; all gave an A or A+ for their service. Interviews were held with the prime employees and the contract has been sent to legal for review.

VII. NEW BUSINESS

A. Survey Results

Katey Fox reviewed the Sierra Canyon 2016 Survey results and asked that they be posted on the website for resident review. 180 responses were received = 16% return.

B. Committee Appointments

It was noted that new members were needed for the Architectural, Finance and Facilities Committees. If you are interested, please submit a resume and/or application to Management at the Aspen Lodge for consideration.

C. Landscaping Maintenance Agreement - Somerset/Sierra Canyon

Proposed amended agreement

Item was postponed to the next Board Meeting

VIII. LEGAL – None at this time.

IX. HOMEOWNER FORUM

Open comments on any items

A. Pam McNeil – Reported on the NAB (Neighborhood Advisory Board) On February 9th the NAB heard two presentations:

1. Zeta Psi Fraternity is requesting a special use permit to allow a fraternity house use within the Mixed Use District. They were recently notified of the needed permit after operating for the past three years.
2. West Meadows Estates Phase II: Was approved in the original PUD. A special use permit is required because a utility powerline must be relocated.

A presentation on the City of Reno's Sustainability and Climate Action Planning Initiatives was presented by Lynne Barker, Sustainability Manager.

- B. Michael Ferrell – Made comment and request about security cameras and installation of due to the safety and welfare of Del Webb residents, but said he would address the new Board with his concerns and ideas.**
- C. Nancy Chontos: Thanked the outgoing Board Members for their time and efforts while on the Board. She also made note of the drainage issues in Village 11 & 12 and that it should have been on the agenda. *Dennis replied that it will on the March agenda.***
- D. Joe Mattos: Suggested the Board consider installing Security Cameras or at least increase the Community Patrol service. This is a "dark community" and there are a lot of concerns about crime. *The Board stated the Community Patrol is provided by Somerset and that the request should be directed to their Board of Directors.***
- E. Brian Faircloth: Stated communications from management are filled with grammar and spelling errors, which reflects on First Service. The recent survey wasn't produced well and the survey results are skewed as some questions didn't allow an answer except for yes or no. No section to state "I don't use it, or participate**



F. Glenda Powell: Wanted to thank Dennis and Ken for their Board service, especially at the difficult transition from developer to owner control.

X. BOARD MEMBER REQUEST FOR FUTURE AGENDA ITEMS – None at this time

XI. NEXT MEETING DATE

The next Board of Director's Meeting is scheduled for Wednesday, March 9th, 2016, 5:30 PM at the Aspen Lodge.

XII. ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 6:15 pm.

Respectfully Submitted for Board review and Approval:

APPROVED,



Secretary/Treasurer

3/9/16

Date