



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; MELISSA RAMSEY, VICE PRESIDENT, FirstService Residential and JAN MCKINNEY, Administrative Assistant with FirstService Residential

54 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, January 13th, 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.

II. HOMEOWNER FORUM

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

A. Lance Chontos: Spoke of concerns with drainage in Villages 11 & 12 and agreed that the Board should hire a Drainage Engineer to assess the problems.

III. APPROVAL OF MINUTES

December 9th, 2015 Minutes: The Board reviewed draft minutes from the December meeting.

MOTION: Katey Fox made a motion to approve the December 9th, minutes. Duly seconded by John McKinney. Ken noted that Pam O'Neil should be Pam McNeil.

Motion carried unanimously with correction.

Note: Audio recording of January 13th, 2016 meeting. It was noted that at the January 13th, 2016 Board Meeting the audio recording device malfunctioned. The cause of the malfunction is unknown. Management advised that the equipment will be double checked prior to the start of future meetings to ensure recording.

IV. REVIEW OF FINANCIAL REPORT

A. Treasurer's Report: John McKinney reviewed the November 2015 financials with the Board and those members in attendance. He stated that as of November 30th the Balance Sheet shows a total of \$184,511.20. \$184,011.20 in the checking account and \$500.00 in Petty Cash. The Reserve Balance was \$823,674.45 of which \$688,833.23 was invested in CDs or MS cash equivalents and \$134,841.22 was invested in the Reserve Fund money market account. Our total cash is \$1,008,185.65. Total assets are \$1,016,578.31 with total Liabilities at \$1,016,578.31.

B. Financial Statements – November 2015: The Board reviewed the November 2015 Financial statements.

MOTION: John McKinney made a motion to accept the current unaudited November 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 11 applications were reviewed. Of those eleven, seven were approved, two were approved and forwarded on to Somerset for review & approval and two were denied.
- B. Budget & Finance Committee: John McKinney reported that, the 2016 Budget which was approved/ratified showed a negative \$10,485 year-end position. The 2015 forecast was that revenue would be \$40,043.00 greater than expenses. The Budget & Finance Committee discovered an error in the formula which projected the 2015 Expenses vs: Revenue. After consultation with FSR, the 2015 ending position is estimated to be negative \$8,606. The Budget & Finance Committee has a high level of confidence that the 2016 Budget is good with no need to create a revised Budget at this time. The committee made recommendation to revise the budget development procedures for preparation of future budgets. John stated the association is still in a strong financial position.
- C. Facilities Committee: Andy Hopper reported that on January 25th at 6:30pm the committee would be hosting an informative meeting/get together for those residents who live within 500' of the proposed Lodge expansion. The committee has put together a presentation for the question/answer session.
- D. Maintenance Supervisor: The Board reviewed a report submitted by Ron Eckhardt, Association Maintenance. Ron noted that new lights had been installed in the library and that a new larger table to replace the small current one is being looked at. He reported that the cold air and de-humidifier in the pool room is being addressed. A proposal to hire a Mechanical Engineer to assess the equipment is included in the Board packet for review. A plaster company called to repair the south wall in the pool area stated repairs couldn't be completed until the issue with the de-humidifier was resolved.
- E. Fitness Coordinator Report: Lynn Peterson briefed punch card's sold, 25 for December, classes she taught (54 total) reviewed the Circuit Training program and discussed the current Fitness Challenge (50 participants).
- F. Community Manager Report: Karen Brown reported that events and lunches for December and January all sold out. The monthly "Movie Night" is a new item and the Super Bowl will be broadcast in the Tahoe/Sierra rooms onto the big drop down screen as we now have cable access in the Tahoe room. The 2016 Community Survey was sent via eblast through the Connect website and if anyone has issues accessing to please let Karen know so she can assist or get someone from FSR to assist. Karen reminded everyone to keep their sidewalks clear of snow/ice and if they see any common areas which need attention to please let her know so Groundskeeper can be called. Karen presented an owners advertising contract to the Board for Escapade Travel.
Motion: Andy Hopper made motion to accept the advertising contract. Duly seconded by John McKinney.
Motion carried unanimously.

VI. UNFINISHED BUSINESS –

- A. Insurance Policies – Proposals – American Family Policies – Expire January 2016

The Board reviewed proposals from: American Family, Philadelphia and Sirius America.

Motion: Dennis Crabb moved to approve renewing the insurance policy with American Family. Duly seconded by Ken McNeill.



Discussion ensued: Ron Miyasaki stated that even though American Family proposal had a lower premium, the Board should consider the other proposals due to lower deductibles.

Motion passed by a majority. Ron Miyasaki opposed.

B. Drainage Engineer – Proposals

Due to concerns with the drainage in Village 11 & 12 Dennis Crabb asked management to send an RFP to three engineering firms to assess the issues.

Motion: Ken McNeill moved to approve sending an RFP for a Drainage Engineer with a return for the March meeting. Duly seconded by Ron Miyasaki.

Discussion ensued. Andy Hopper stated this would be expensive and there is nothing in the law which states the HOA should fix the developers defect. Ken McNeil stated the HOA is probably responsible as it is our common area.

Motion passed by a majority. Andy Hopper opposed.

C. Landscape RFP – Proposals – Postponed to Special Board Meeting February 1st, 1:30pm.

D. Nominating Committee – Appointment

The Nominating Committee hosts a “Meet the Candidate Night” and counts the returned ballots for the upcoming election.

Motion: Andy Hopper moved to appoint; Harold Allred, Alice Yucht and Nancy Chontos to the Nominating Committee. Duly seconded by Ron Miyasaki.

Motion passed unanimously.

VII. NEW BUSINESS

A. Candidate Night – Board Nominations/Candidates

Candidate Night date TBD. Nomination Forms are to be returned by noon January 20th. Election ballots must be returned by noon, February 10th.

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 January 13th the NAB heard three presentations:

1. Sierra Vista Park Trail Connectivity – Trails established by Poedunk will be extended to connect to Sierra Vista Park
2. Street Maintenance Program – explained how priorities are set for the reconstruction of streets
3. New Development Traffic Study Process & Reporting Criteria – an engineer’s perspective of traffic studies.

Pam also reported that Councilwoman Neoma Jardon stated a police presentation will be given on February 4th at Sierra Canyon. And, Fire Station 19 may be reopened.

- B. Michael Ferrell – Made comment and request about security cameras and installation of due to the safety and welfare of Del Webb residents.
- C. Catherine Tollstrup – Made comment on security cameras and the possibility of City of Reno installing due to public streets.
- D. Nancy Chontos – Nancy reported that residents should expect a survey from Somersett in early February.
- E. Alan Stroppini – Stated due to recent burglary cameras should be installed at both entrances for peace of mind for the residents. He also had concerns for the drainage issues in Villages 11 & 12 and asked if Pulte had already turned the villages over. Yes



F. Loren Farell – Spoke on the installation of cameras to record vehicles and license plates. As a retired police officer he felt the cameras wouldn't be productive in solving or preventing a crime due to the massive amount of data they would record. He encouraged residents to attend a Crime Prevention Seminar for ideas on how to protect yourself and your property. The association had one several months ago and will schedule another one later in the year.

X. BOARD MEMBER REQUEST FOR FUTURE AGENDA ITEMS

- A. Lodge Hours – Opening at 5:30 am vs. 6:00 am
- B. Survey results

XI. NEXT MEETING DATE

The next Board of Director's Meeting is scheduled for Wednesday, February 1st, 2015, 1:30 PM – Special meeting for Landscape RFP & February 10th, 2016 at 5:30 PM regular Board Meeting at the Aspen Lodge.

XII. ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 6:37 pm.

Respectfully Submitted for Board review and Approval:

APPROVED



Secretary/Treasurer

2-10-2016
Date