



WEDNESDAY, JUNE 10, 2015 BOARD OF DIRECTOR'S MINUTES

DIRECTORS PRESENT: DENNIS CRABB, PRESIDENT; JOE FADROWSKY, TREASURER;  
JOHN MCKINNEY, SECRETARY; ANDY HOPPER, DIRECTOR;  
KEN MCNEIL, DIRECTOR; AND RON MIYASAKI, DIRECTOR

DIRECTORS ABSENT: KATEY FOX, VICE-PRESIDENT

OTHERS PRESENT: DIANA MONACH-JONES and MELISSA RAMSEY with FIRSTSERVICE  
RESIDENTIAL

Approximately 32 homeowners in attendance.

Upon notice duly given in accordance with NRS 116, the Board of Directors of Sierra Canyon Association held a Board of Director's Meeting on Wednesday, June 10, 2015 at Sierra Canyon Association Aspen Lodge, located at 1798 Del Webb Pkwy W, Reno, NV 89523.

**CALL TO ORDER/ESTABLISHMENT OF QUORUM**

Dennis called the meeting to order at 5:30 pm, and a quorum of Members was present.

**HOMEOWNER FORUM**

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

Sue Alesevich inquired about the pool heater going out. *Dennis responded that proposals were being taken for its replacement.*

**REPORTS**

- A. Architectural Review Committee: John noted there were no new items to report.
- B. Budget and Finance Committee: Joe reported the committee had met to review April 30, 2015 financials, and had received requested information regarding previously expressed areas of concern.
- C. Facilities Committee: Andy and Glenda Powell reported on several items. Carpet vendor will be completing additional repairs to resolve outstanding items. Furniture has been approved by Budget and Finance so the invoice has been submitted for payment. The second recommendation was for the approval of K7 to look at the redesign/expansion of the Lodge for \$10,350. The target date for the report would be August to present to owners for conceptual feedback. After the report from the Facilities Committee, it was the consensus of the Board that staff would look into new telephone systems, including VoIP options for consideration, for the September board meeting.  
**MOTION**: Andy Hopper made a motion to accept the K7 proposal of \$10,350 to provide a true cost estimate and detailed design of the Lodge expansion project. Ken McNeil seconded; motion carried unanimously.
- D. Maintenance Supervisor: Ron Eckhardt provided full report as part of the board packet on projects including items completed and in progress, along with recommendations. Accomplishments were summarized for the meeting noting pool dehumidifier installed and being monitored; spa chemical controller to be completed by end of June; locker room locks are in progress; pet stations to be installed weather permitting; and awaiting final dates from vendor for bollard lighting install for July/August.
- E. Management Transition 30 Day Report: Melissa Ramsey noted the transition is 96.4% complete with two outstanding items: 1) close out prior accounts by the end of June and 2) a comprehensive asset inventory needs to be created for the reserve study.





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- F. Community Manager Report: Diana Monach-Jones reported on several items occurring in the community including the new ball machine arriving; the upcoming July 4<sup>th</sup> BBQ; new lodge attendants joining the team; and the active communication with Groundskeeper on various landscape related concerns along with those specific to Villages 11 & 12. It was also recommended for the Board to consider closing the Lodge on Thanksgiving, Christmas and New Years to allow employees the opportunity to be with their families considering minimal use. Andy stated he was opposed to closing for those holidays. Ron commented on the advertisement of the 4<sup>th</sup> of July event featuring beer, which Melissa advised was covered based on the vendor's liquor license.

**APPROVAL OF MINUTES**

- A. May 13, 2015 Minutes: Joe had two changes Page 13, paragraph e – add "All directors were in agreement" and in RFP reference add "being formed".  
**MOTION**: Joe Fadrowsky made a motion to approve the May 13, 2015 Board of Directors Minutes as amended. Andy Hopper seconded; motion carried unanimously.

**FINANCIALS**

- A. Treasurer's Report: Joe Fadrowsky stated that all directors received a very detailed financial package along with the April 30, 2015 Financials via email. As of 4/30/2015, cash, money-market fund & CD balances totaled \$156,195 in the Operating Fund and \$797,084 in the Reserve Fund; the year-to-date consolidated excess of expenditures over revenues was \$6513, which is about where we would expect to be given the timing of certain reserve fund projects.
- B. Current Year to Date Financials Statements: In addition to the very detailed financial package noted above, the directors had also received financial statements and analyses in their printed board packages.  
**MOTION**: Joe Fadrowsky made a motion to accept the current unaudited April 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. John McKinney seconded. Motion carried with Ken McNeil abstaining.
- C. 2014 Audit & Tax Preparation: Joe noted that a preliminary draft had been received by the board. The main concern was whether to recognize the Pulte contribution for Aspen Lodge doors in the year it originated or to allocate it between the years in which it would be spent. The audit did present a "clean" opinion. The board deferred acceptance to allow for further consultation with the auditors.

**UNFINISHED BUSINESS**

- A. Updated/Revised Rules & Regulations: Ron Miyasaki stated that a preliminary 'red line' version had been distributed to the Board members and that the draft version included the FirstService Residential recommendations. Additionally it clarified group creation in that the Board will approve new groups, not the Executive Director; new groups will not be compensated by the Association for expenses, but existing groups where precedent was set would continue to have expenses covered. Since the revised Policies, Rules and Guidelines document has to be distributed to all homeowners per NRS 116, Joe Fadrowsky requested to have this agenda item deferred until after the Board Workshop at the end of June as it is still a work in progress. There was no objection from the Board members.
- B. Common Area Turnover – Village 11C & 12C: Dennis stated the City of Reno released bonds and there was a punch list from Pulte that needs to be completed. Chris Downum of Pulte was present and stated that she had not yet received a revised punch list to





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proceed on their end. Ken McNeil noted several concerns including trails, drainage, trees and shrubs in the terraced areas in the V11 and 12. Board in agreement that an engineer should be hired to examine the area, looking specifically at drainage.

**MOTION:** Andy Hopper motioned that we proceed with the conditional acceptance of Villages 11 and 12 based upon an Engineer signing off on the common areas plans and the completion of the Identified punch list items. Joe Fadrowsky seconded; Ken McNeil opposed. Motion carried.

Turnover requires an addendum to the Groundskeeper contract to provide services. Proposal included in the packet which Dennis noted was not on month-to-month terms.

**MOTION:** Joe Fadrowsky made a motion to approve the landscape addendum for \$1,030 monthly pending contract negotiations for month-to-month term and possibly reduced rate. Andy Hopper seconded; Motion carried unanimously.

C. 2015 Reserve Projects: Reserve Study identifies \$247,678 in expenditures for 2015

1. Lodge Furniture – Invoice has been submitted for deposit to Sage Interiors. Delivery is expected approximately 12 weeks out.
2. Asphalt Sealing – Melissa noted no action at this time as areas are being examined for potential RFP.

**NEW BUSINESS**

- A. Committee Confidentiality Agreements – Question recently arose about the possible need or previous practice of members signing. Joe Fadrowsky said the form is used in Somerset; John McKinney said only the ARC committee actually handles confidential material; Ken McNeil said that if all committee members sign the agreement, then it implies that they can see anything confidential.

**MOTION:** Joe Fadrowsky motioned to have the ARC committee sign and for all other committees to have the insurance company do a review or investigation to see what the liability is to the Association if the committee members do not sign this agreement. John McKinney seconded; motion carried unanimously.

**HOMEOWNER FORUM**

***Open Comments on any items – Board responses in italics***

Ron Steele – V6 – requested a tree that has been propped up by the landscaping company after a recent storm, blocking the walkway, be removed. *Diana will follow up.*

Debbie Mather – V12 – area at Callaway and Wakefield has a lot of standing water.

Loren Farell – V9 – complained about the speeding cars and bicycles on Del Webb Parkway West and he will call the police if nothing is done; he continued further to say that speed bumps would be helpful. Final comment was he has another suggested site of a doggie station.

Harold Allred – V10 – excited with the expansion of the facility and wanted to thank whomever about getting the microphones worked out for the Board meetings.

Glenda Powell – V5 – Believes the Confidentiality Agreement should be signed by all committee members.





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Pam McNeil – V3 – Recently selected to the City of Reno Neighborhood Advisory Board, noting the correct term for the speed bumps is 'speed calming' and that this Board is a good resource. Also, on the subject of the Verdi rock crushing issue, she said that people who are concerned should write letters to the City and attend Council meetings to protest.

Don Helmstetter – V12 – Concerned with serious drainage issues at the top of the cul-de-sac that sends water rushing down the street before emptying into a storm drain. Result is water coming up into the driveway aprons and washing out the DG which Pulte should be responsible for the cleanup. Association should seek resolution to drainage before accepting the turnover.

David Ingersoll – Village 9 – concerned about rumors such as; missing funds, high employee turnover; roof leaks over the pool and quantity/quality of the activities under the new regime.

Lauri Moore – Village 5 –concerned about the weeds and thistles in the common area are getting very large – can this be addressed now?

Ed Turner – Village 12 – stated that the weeds between the rock wall and fence are a concern; junipers in the mow strip are a fire danger; burglaries are in the area and association should consider cameras.

Donald Moore – Village 5 – asked the Board if the rendering by K-7 will only be a single version of the Lodge expansion. *Board responded that it is a comprehensive design/engineering project that will include true cost estimates for the project; the emphasis is on engineering over design due to the complications of the expanding from an existing structure.*

Alice Yucht – Village 10 – concerned about the ongoing pool roof problems that are not being addressed. *Board responded that Ron was doing evaluations to be taken up with Pulte contractors*

#### **FUTURE AGENDA ITEMS**

Dennis Crabb – 1) Board members to meet in a workshop to discuss Somerset issues and the revised PRG; 2) Fitness Committee to meet on June 17, 2015 and the results of that meeting will be on the July Board agenda as a committee report; 3) legal fee increase from Kern and Associates; 4) artwork for the West End entrance.

John McKinney stated, as an owner, that the unattractive sign should be removed from the grassy area across from the Lodge. Dennis stated that since the sign had been placed without board approval by the previous community manager it should be removed by the current community manager. The board agreed without objection.

#### **NEXT MEETING DATE**

The next Board of Director's Meeting is now scheduled for Wednesday, July 8, 2015 at 5:30 pm at the Aspen Lodge.

#### **ADJOURNMENT**

There being no further business to discuss, Dennis adjourned the meeting at 6:45 pm.

Respectfully Submitted for Board Review and Approval:  
APPROVED,

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Secretary



FirstService  
RESIDENTIAL

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