



Sierra Canyon Association

WEDNESDAY, AUGUST 12, 2015 BOARD OF DIRECTOR'S MINUTES page 1 of 4

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

MANAGEMENT PRESENT: MELISSA RAMSEY, KAREN BROWN, COURTNEY FORESTIERE, CLIFF TEBBITT, AND JAN MCKINNEY with FIRSTSERVICE RESIDENTIAL

42 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, August 12, 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 5:31 pm and a quorum of Members was present.

HOMEOWNER FORUM

Agenda items only in accordance with NRS 116 – Board responses in italics.
None at this time.

REPORTS

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

- A. Architectural Review Committee: John McKinney reported that Sierra Canyon and Somerset ARC Committees are working on a "consolidated" application. "If needed" owners will only be required to fill out one ARC form for submittal to both associations. Summary draft to be presented for approval shortly.
- B. Budget & Finance Committee: Joe Fadrowsky stated the proposed 2016 budget is in progress and the committee hopes to present a draft copy to the Board for the September meeting. Preparation for new budget is approximately a two month process.
- C. Facilities Committee: G. Powell presented the lodge expansion proposal to the Board which included a power point presentation showing the new design of the proposed expansion. If approved the addition would increase the size of the multi-purpose room to 3,334 square feet along with 466 square feet of patio and double the size of the current kitchen. The proposed cost for the expansion is \$1.18 million. As the Lodge is over capacity the only other options to consider are: Doing nothing, acquiring the sales office from Pulte to use for meeting rooms (two years out) or explore new options. Dennis Crabb asked the Board if they agreed with this design or do you want alternatives explored?
MOTION: John McKinney made a motion to approve the design for the lodge expansion. Ron Miyasaki seconded; Motion carried unanimously.
NOTE: Andy Hopper thanked the members of the committee for their efforts and hard work on bringing the proposal to the Board. Dennis Crabb stated the next step in the process is seeking a funding solution.
- D. Maintenance Supervisor: Ron Eckhardt stated:
 - The pool heater has been ordered and should be replaced within the week.
 - Bird control measures provided and scheduled
 - West entrance light fixtures arrived to be installed within a couple weeks
 - Spa re-plastering bids provided, only two companies responded to request



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E. Community Manager Report: Karen Brown introduced herself and said she was glad to be back at Sierra Canyon which she had previously managed from 2006 to 2011. She stated:

- A communications assessment is currently being completed at the Lodge
- We've received a proposal for a leased copy/fax/scan machine
- Somerset & Sierra Canyon ARC Committees are working on a "combined" ARC application for ease in submittal.
- First Service Residential is moving to their new office, this won't affect where you mail your assessment payments to.
- Communication is key in the violation process. If you received a violation notice while on vacation, in the hospital, working extra shifts, etc., please let us know as we realize "life happens" and we can adjust your violation due to unforeseen circumstances.
- Goal is to get the Del Webb lifestyle & events back up to speed.
- Received two in-house resident advertising contracts for approval:
 1. Dickson Realty, Connie Pellergino
 2. Severson Enterprises, David Severson

MOTION: Joe Fadrowsky made a motion to approve the advertising contracts. Andy Hooper seconded; Motion carried unanimously.

APPROVAL OF MINUTES

July 08, 2015 Minutes: Board reviewed draft minutes and noted the following changes:

1. "Dennis requested John" to have the ARC review
2. 90 people attended the 4th of July event (not 60 as noted)
3. Add note that: *The Board received and reviewed a letter from Linda Herrick who has concerns with the new management company and transition.*
4. *Ken McNeil spoke in favor of the Fitness Committee*

MOTION: Joe Fadrowsky made a motion to approve the July 8, 2015 Board of Director's Minutes as amended. Katey Fox seconded; Motion carried unanimously.

REVIEW OF FINANCIAL REPORT

A. Treasurer's Report: Joe Fadrowsky reviewed the June financials with the Board and those members in attendance. It was noted a summary of the June financials were in the Board Packet. Joe reported the association currently has \$947,068.00 in assets, and recently purchased a \$245,000.00 CD at Mutual of Omaha Bank. Homeowner delinquencies are at \$9,855.00 with current liabilities at \$144,100.00. He also made note that slurry sealing/asphalt work is currently on hold and may be deferred to next year.

B. Current Year to Date Financial Statements: Financial statements through June 30, 2015 were provided to the board for review.

MOTION: Joe Fadrowsky made a motion to accept the current unaudited June 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 unanimously.

UNFINISHED BUSINESS

A. Updated Policies, Rules & Guidelines: Five items in the updated PRG needed to be reviewed and voted on:

1. Should the \$240 fee for each nametag/access card over the two maximum allowed per homeowner be eliminated?





MOTION: Ron Miyasaki made a motion to approve eliminating the \$240.00 fee for an additional badge. Ken McNeil seconded. Move to approve: Ron Miyasaki, Ken McNeil, Dennis Crabb and John McKinney. Against: Andy Hopper, Katey Fox and Joe Fadrowsky. Motion Carried.

2. Should resident Personal Trainers be considered a guest and therefore eliminate the current Personal Trainer Policies?

MOTION: Ron Miyasaki made a motion to allow Personal Trainers to be considered as guests, therefore eliminating the need for a Personal Trainer Policy. Katey Fox seconded. Move to approve: Ron Miyasaki, Katey Fox, Dennis Crabb and John McKinney. Against: Andy Hopper, Ken McNeil and Joe Fadrowsky. Motion Carried.

3. Should all Committee Members sign a Confidentiality Agreement?

MOTION: Joe Fadrowsky made a motion to require signed Confidentiality Agreements from all Committee Members. Dennis Crabb seconded. Move to approve: Joe Fadrowsky, Dennis Crabb, Ron Miyasaki, Katie Fox, Andy Hopper and John McKinney. Against: Ken McNeil. Motion carried.

4. Delete the 3-day restriction on parking vehicles in private driveways?

MOTION: Ron Miyasaki made a motion to remove the 3-day restriction on vehicle parking in private driveways. John McKinney seconded. Motion carried unanimously.

5. Request the association attorney to review our current Delinquency Policy to ensure it is in compliance with current legislative updates.

MOTION: Joe Fadrowsky made a motion to approve review of the Delinquency Policy by Gayle Kern, the association attorney. Dennis Crabb seconded. Motion carried unanimously.

Note: Once the changes are updated D. Crabb directed the PRG be posted for 30 days on the website for resident review.

NEW BUSINESS

A. Pool Heater Bids – Reserve Project – RFP

Note: Due to the failing pool heater and emergency status of quickly ordering a replacement bids were reviewed and voted on via email.

Proposals submitted by: Dan Loose Pools & Spa (\$6,282.07), Robert Allen Pools & Spas Inc. (\$6,313.08) and Lee Joseph Inc. (\$4,106.35).

MOTION: Joe Fadrowsky made a motion to ratify the acceptance of the proposal for a new pool heater from Lee Joseph's for \$4,106.35. Katey Fox seconded; Motion carried unanimously.

B. Spa Re-Plastering Bids – Reserve Project:

Proposals submitted by: Lee Joseph Inc (\$11,000.00) and Adams Pool Specialties (\$13,011.25). Request was made to Timberline Pools who declined to submit a proposal. The Board asked Ron for any guidance he might have on which company they should choose. Ron stated he had good experiences with Adams Pool and plastering in the past but couldn't speak of Lee Joseph as he hadn't worked with them before.

MOTION: Katey Fox made a motion to accept the proposal from Adams Pool Specialties for \$13,011.25. Dennis Crabb seconded; Motion carried unanimously.

C. Retaining Wall Drainage Repair

EPS (Environmental Protection Service) submitted a proposal to repair the erosion at the top of a rockery wall in Firefly Court for \$5,845.00.

Discussion ensued. Dennis Crabb asked that the Reserve Study be reviewed to see if funds for repair would be paid out of reserves or operating.



MOTION: Joe Fadrowsky made a motion to accept the proposal from EPS for \$5,845.00 to repair the wall area off Firefly Court. John McKinney seconded; Motion carried unanimously.

HOMEOWNER FORUM

Open comments on any items

Pam McNeil gave an update on the NAB (Neighborhood Advisory Board) meeting as she and Joe Fadrowsky are members representing Ward 5. She stated the Reno Police Department will increase patrols on Del Webb Parkway to help reduce speeding. Pam also encouraged owners to call Reno Direct with street parking complaints, graffiti locations, weeds & high grass fire hazards.

Joe Fadrowsky stated the next NAB meeting will be held on September 8th, 5:30 pm. He also noted there will be a convenience store located in Town Center soon.

Alice Yucht questioned line items in the Somerset budget and wanted to know where the Sierra Canyon assessments went.

Dick Madden wanted the Board to know residents were happy that loyal lodge attendants were hired back.

BOARD MEMBER REQUEST FOR FUTURE AGENDA ITEMS

1. Minutes Resolution
2. Landscaping RFP
3. Drought Strategy
4. Board workshop scheduled for October
5. Write-off limit
6. First Service Residential engineers inspection report
7. Delegation agreement for ARC review - Somerset & SACN
8. VOIP Phone system "Hosted VOIP" solution
9. Containment fencing - Somerset plan
10. Village 11& 12 "punch lists" - Acceptance of Common area
11. Groundskeeper addendum Villages 11 & 12

NEXT MEETING DATE

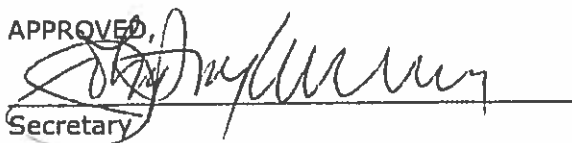
The next Board of Director's Meeting is now scheduled for Wednesday, September 9th, 2015 at 5:30 PM at the Aspen Lodge.

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 6:36 pm.

Respectfully Submitted for Board review and Approval:

APPROVED,


Secretary