



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

DIRECTORS ABSENT: RON MIYASAKI, DIRECTOR

MANAGEMENT PRESENT: KAREN BROWN, COMMUNITY MANAGER; Cliff Tebbitt, Assistant
Community Manager and Jan McKinney, Administrative Assistant with
FIRSTSERVICE RESIDENTIAL

44 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, November 11th, 2015 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 5:35 pm by Board President, Dennis Crabb.

II. HOMEOWNER FORUM

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

Joe Bower – Commented on the Landscape RFP, Sierra Canyon trails maintenance and management office supply line items blacked out on 2016 Budget. Board informs Mr. Bower that Somerset Owners Association has not accepted maintenance responsibility yet and that various budget lines have been renamed in the 2016 Budget.

36 Owners - Turned in forms in opposition of moving the Tuesday Social from the Great Room to the Tahoe/Sierra Room. Due to the numerous submittals in reference to the Tuesday Social remaining in the Great Room, Board President Dennis Crabb asked management to present their findings. Karen Brown reported that when Pulte built the Lodge in 2006 they envisioned big parties and social events in every room of the building. They wanted the Great Room to be used for relaxation, reading, TV and socials. Due to the recent makeover the room is even more inviting and relaxing. There are multiple groups which use the room besides the Tuesday Social including: Walk/Talk, Singles, Hiking, Skiing, along with spillover from Tahoe/Sierra Room parties, like the recent Halloween party. Over the years there has only been one "spill" in the room which we are aware of. She reported that a carpet shampooer has been purchased along with the new commercial grade vacuum cleaner for the lodge and that should spills occur please let the attendant on duty know as soon as possible so it can be cleaned up before it causes any damage. Administrators of groups using the room will be asked to remind their attendees to take care with their food and beverages. Tuesday Social can remain in the room.

III. APPROVAL OF MINUTES

October 14th, 2015 Minutes: The Board reviewed draft minutes from the October meeting.

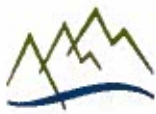
MOTION: Joe Fadrowsky made a motion to approve the minutes with a correction to Reimage Reno.com which should be Reimagine Reno.com. Duly seconded by Katey Fox.

Motion carried unanimously.

IV. REVIEW OF FINANCIAL REPORT

A. Treasurer's Report: Joe Fadrowsky reviewed the September 2015 financials with the Board and those members in attendance. He made note that there is currently \$200,717.72 in the Operating account and \$803,225.45 in the Reserve fund. Total liabilities and equity is





\$1,013,268. The year-to-date expenses are running under budget and the income is within 2% of projected income.

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

MOTION: Joe Fadrowsky made a motion to accept the current unaudited September 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 John McKinney.

Motion carried unanimously.

V. COMMITTEE REPORTS

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

- A. Architectural Review Committee: Item for review this month: 2016 Meeting Schedule. John McKinney reported the ARC schedule for Spring/Summer/Fall month meetings (April-October) are set for the 2nd & 4th Wednesday from 9:00-10:00 a.m., and for the Winter months the ARC committee meetings (November-March) are set for the 2nd Wednesday from 9:00-10:00 a.m.
- B. Budget & Finance Committee: Item for review this month: FSR-2015 Transition. Joe Fadrowsky reports satisfaction with the FSR year to date general ledger, and believes the budget and accounting clean-up as well as budget line reclassification progress is good.
- C. Facilities Committee: Andy Hopper reported on a Loan Search for the Lodge Expansion, and a community outreach for Lodge Expansion. He recommended the following for the Special Projects List for 2016: 1) West Entrance Landscaping Enhancement, 2) Parking Lot Enhancement, 3) Lodge Front Entrance Enhancement to Control Wind, 4) Lodge Audio System Enhancement and 5) Controlling ice at the Lodge entry.
MOTION: Andy Hopper made a motion to endorse out reach for Lodge expansion. Duly seconded by Katey Fox.
Motion carried unanimously.
- D. Maintenance Supervisor: Ron Eckhardt not present to brief the Board on the maintenance statuses submitted the following:
- ✓ Replaced failed heater part on pool room dehumidifier.
 - ✓ Replaced spa light.
 - ✓ All facility keys have been sorted through and key lists updated.
 - ✓ Snow blower has been serviced and is ready for pickup.
 - ✓ Remove and stow tennis court nets for the winter season.
 - ✓ Preparing the Lodge for winter
- E. Fitness Coordinator Report: Lynn Peterson not present to report as a result of illness. Karen Brown, Community Manager, briefed punch card's sold, classes available to homeowners, and participation numbers for the past month. Karen reported attendance at the St Mary's Seminar was at capacity (125) and another is already scheduled with 53 residents already signed up. The 2015 Fall Village Olympic Games has been well attended. 187 individuals have participated in 15 events. Closing ceremonies are November 13th, which will include a 6-8 pm potluck dinner at the Lodge.



F. Community Manager Report: Karen reported the following:

- ✓ Life Style Enhancement ongoing effort and requested ideas for new events
- ✓ Landscaping focus shifts to next Spring
- ✓ Described a series of thefts recently occurring
- ✓ The need for an association Credit Card.

MOTION: Joe Fadrowsky made a motion to allow management to seek and obtain a credit card for the association with the option of no personal guarantee and a \$4000.00 limit. Duly seconded by John McKinney.

Motion carried unanimously.

VI. UNFINISHED BUSINESS

A. Landscape RFP – Review Draft:

Dennis Crabb reviewed the revisions with the Board.

MOTION: Joe Fadrowsky moved to make the terms of agreement an original one year (1) year contract with two – one (1) year renewals. Duly seconded by Ken McNeil.

Motion carried unanimously.

MOTION: Andy Hopper moved to remove snow removal from the contract. Duly seconded by Joe Fadrowsky.

Motion carried unanimously.

MOTION: Joe Fadrowsky moved to remove tree irrigation expansion and upgrading and burying the irrigation system from the contract. Duly seconded by Andy Hopper.

Motion carried unanimously.

MOTION: Joe Fadrowsky moved to add squirrels to the pest control section of the contract, to be removed on a mutually agreed upon process. Duly seconded by Ken McNeil.

Motion passed by a majority. Katey Fox and John McKinney voted against adding squirrel removal to the contract.

MOTION: Joe Fadrowsky moved to approve the newly revised Landscape Request for Proposal (RFP) with the above noted revisions. Duly seconded by Katey Fox.

Motion carried unanimously.

- B. Lodge Expansion – Financing Options: No action. Will be turned over to the Facilities Committee.
- C. Containment Fence – Somerset Letter: No action. Waiting on Somerset.
- D. Public Trail System – SSA Maintenance Obligation: No action. Waiting on Somerset.

VII. NEW BUSINESS

A. Audit/Tax Engagement Letter – Hilburn & Lien, CPA's:

Hilburn & Lien submitted a proposal for the 2015 Audit and 2016 Tax preparation at a cost of \$5,475.00.

MOTION: Joe Fadrowsky made a motion to approve the Audit/Tax Engagement proposal for \$5475.00. Duly seconded by Ken McNeil.

Motion carried unanimously.

B. Insurance Policies w/American Family Expires January 2016 – Renew or go out for

MOTION: Joe Fadrowsky made a motion for FirstService Residential to shop for insurance bids. Duly seconded by Ken McNeil.

Discussion ensued.

Motion carried unanimously.



C. Strategic Plan – Board Workshop Report:

Board discussed their recent workshop and highlighted the following: 1) FirstService Residential transition went well, 2) New Landscape RFP, and 3) Association & management communication strategy. Katey Fox reported on communication strategies to include surveying Sierra Canyon members, monthly "Karen Corner" listening post, various e-blast messaging, President's monthly e-blast message, and management/staff to follow-up with homeowners on comments provided at the Board of Director's Meetings. Katey recommended a "test" home survey using approximately 10% of the community.

MOTION: Joe Fadrowsky moved to approve the communications style along with the survey. Duly seconded by Andy Hopper.

Motion carried unanimously.

VIII. LEGAL – None at this time.

IX. HOMEOWNER FORUM

Open comments on any items

Pam McNeil – Provided a NAB (Neighborhood Advisory Board) update, i.e., 1) Briefed Reno Direct stats, 2) Mentioned "Gateway Town" presentation provided at the NAB meeting, 3) S.A.V.E. has a Vacation Watch Program, 4) Encouraged homeowners to call Reno Direct, 5) City of Reno Stuff a Bus for seniors 6) the West Meadows housing project of 300+ homes in Verdi and 7) Next NAB meeting is December 8th.

Cyril Korte – Expressed concerns over volume of commercial traffic speeding on Del Webb Parkway West and requested 25 mph speed limit signs be posted on the roadway. He also requested directional signs near the Lodge to direct traffic Del Webb East and the highway.

Loren Farrell – Voiced concerns over traffic speeding on Del Webb Parkway West and requested a letter from the Board to the City of Reno Counsel asking that speed limit signs be posted on the roadway, traffic cones, and/or signs like Mogul that read "No Commercial Traffic". He stated residents should contact Reno Direct with their traffic concerns in mass.

Katherine Stevens – Had concerns over people parking on Del Webb Parkway West and climbing over the split rail fence to access the open area behind Village-10 to hike. She requested the Association post signs indicating "Not to be used for hiking access".

Lance Chantos – Expressed concerns over Village-12 runoff water management and stated association communication with Pulte Homes is needed.

Nancy Chantos – Thanked the Board for the Tuesday Social Event Lodge space use solution. She expressed a desire to participate in coordinating the homeowner communication survey; and recommended the following committees: 1) Communication, 2) Safety and 3) Activities.

Joe Bower – Expressed concerns over the following: 1) RFP Landscaping should solicit for two contracts, 2) Wants Board minutes posted quicker, 3) Website is outdated, and 4) Snow removal at the Lodge should ensure three car lengths at the entrance is cleared. Mr. Bower also turned in a one page typed memo he would like added to and recorded in the minutes.

Linda Herrick – expressed concerns over the Village Life Magazine's future with the resignation of the editor.

Glenda Powell – Recommended purchasing two (2) 12x20 snow melt mats for the Lodge entrance, with an estimated cost of \$1,600.00 each. Stated it was a small investment to hopefully prevent a fall/injury from ice.

X. BOARD MEMBER REQUEST FOR FUTURE AGENDA ITEMS

A. Ken McNeil requested Drainage Engineer to review drainage issues in V 11 & 12.

B. Dennis Crabb requested: 1) Insurance Bids 2) Village Life Magazine Update and 3) Elections Committee.



XI. NEXT MEETING DATE

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

XII. ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 7:11 pm.

Respectfully Submitted for Board review and Approval:

APPROVED,



Secretary

December 9, 2015
Date

