



DIRECTORS PRESENT: STEVE GUDERIAN, VICE-PRESIDENT; RAY LEE, TREASURER; MARYANN MCKINLEY, SECRETARY; ALAN STROPPINI, DIRECTOR, AND AMY BERNS, DIRECTOR

DIRECTORS ABSENT: LOREN FARELL, PRESIDENT AND ED CURLEY, DIRECTOR

MANAGEMENT PRESENT: MELISSA RAMSEY, KYLEE JOSEPH, AND RON ECKHARDT

34 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, October 11, 2017 at Sierra Canyon Association Aspen Lodge, located at 1798 Del Webb Pkwy W, Reno, NV 89523.

CALL TO ORDER/ESTABLISHMENT OF QUORUM

Steve Guderian called the meeting to order at 5:32 pm and a quorum of Members were present.

HOMEOWNER FORUM

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

There were no homeowner comments.

APPROVAL OF MINUTES

The board reviewed draft minutes from the September 13, 2017 meeting.

MOTION: Ray Lee moved to approve the September 13, 2017 Board of Director's minutes as presented. Maryann McKinley seconded; Alan Stroppini abstained. Motion carries.

REVIEW OF FINANCIAL REPORT

- A. Treasurer's Report: Ray Lee reported on the August financials which the Budget & Finance Committee reviewed. Ray reported that the associations is at a positive \$17,000 against the budget YTD. Ray stated that snow removal is in the negative due to this past, heavy winter. Ray commented that there were invoices from 2016 that were not paid and therefore not incorporated into the 2017 budget. Ray reported \$127,000 in operating cash; a 2% delinquency of assessments, and \$1,021,000 in reserves at an 84% funded level.
- B. Current Year to Date Financial Statements: Board reviewed the August 2017 financials. **MOTION:** Ray Lee made a motion to accept the current unaudited August 2017 financial statements, acknowledging that the Board has fulfilled their duty to review the financials in accordance with NRS 116.31083, subject to the year-end audit. Steve Guderian seconded; Motion carried unanimously.

REPORTS

- A. Architectural Review Committee: Robert Dreiling reported, stating that they have reviewed 13 applications for the month of September, approving 11, which were forwarded to the Somerset AGC. One application was denied and one withdrawn. Bob commented on the SOA letter and the ARC plans to address during the winter months.
- B. Budget & Finance Committee: Debbie Mather reported on behalf of the committee, stating the committee has reviewed the August financials and the reserve study. The committee is recommending that the Board accept the reserve study.
- C. Facilities Committee: Harold Allred commented on the library wall partition which keeps getting delayed by the city. The front enclosure and back patio improvements are being prepared by Tectonics with a presentation to the Board in November. The committee is



working on sound proofing the Tahoe/Sierra doors. Lastly, Harold spoke with the tennis group administrator regarding the backboard, which the administrator does not see a need for, but would like the cracks on the tennis courts repaired.

- D. Website/Communication Committee: Alice Yucht reported that the committee is working on what will be incorporated into the new website and that the committee will be sending out a survey soon. Alice commented that she is concerned about the website's budget for 2018.
- E. Management Report: Melissa Ramsey reported that Dennis O'Brien sent out a summary from the West Project presentation and due to technical difficulties, the audio is available through Dropbox. Melissa commented that Dennis does not have answers to all questions related to the future development. There will be IT training for the Board in November. Lastly, Melissa suggested to the Board that specific sections need to be taken out of the PRGs to become their own, separate policy.
- F. Legal Update on Drainage and Lodge: Steve Guderian reported on the dehumidifier lawsuit and Ch. 40 Notice pending against Pulte. Steve stated that Pulte filed a Motion to Dismiss, but the Board does not have additional information at this time.
- G. President's Report: Steven Guderian reported on behalf of Loren Farell, stating the Board has conducted various meet and greets with potential General Manager candidates. Steve discussed the SOA letter, noting the master association has every right to take away ARC's authority, but takes exception to the negotiation piece of the letter. Steve stated that the association's attorney, Donna Zanetti contacted SOA's attorney to work on the MOU, but SOA's Board declined. Maryann McKinley stated SOA has brought down their AGC application fee since this procedural change.

UNFINISHED BUSINESS

- A. Association Groups: Kylee Joseph reported on the proposed group guidelines for 2018 in an effort to be fair amongst all current and future groups. Changes include a maximum time of 4 hours per week.
MOTION: Steve Guderian made a motion to accept the guidelines as presented; Ray Lee seconded. Motion carries unanimously.
Photography Group: Kylee Joseph reported that this group meets all the required guidelines.
MOTION: Steve Guderian made a motion to approve the Photography group; Amy Berns seconded. Motion carries unanimously.
- B. Rockery Wall Inspection & Maintenance: Melissa Ramsey reported that she has been in contact with Wood Rodgers and they explained that they are overwhelmed with work right now and have not been able to provide an inspection update for Villages 1-10 and a full inspection for Villages 11-15.
- C. ARC/AGC Memorandum of Understanding: Steve Guderian reported that this is currently on hold. Melissa asked if the Board would like to remove it from the agenda for the time being.
MOTION: Steve Guderian made a motion to remove the ARC/AGC MOU from the agenda until further notice; Alan Stroppini seconded; Maryann McKinley opposed. Motion carries.
- D. Lodge Key Card Entry System Bids: Ron Eckhardt reported that he is working on proposals and has expanded the scope of work, as the lodge front door needs attention due to components of the door hardware failing.
- E. Snow Removal Proposals: Melissa Ramsey reported that we do not have any proposals as vendors have not been responsive.





NEW BUSINESS

- A. Board Member Resignation: Steve Guderian reported that Ed Curley submitted his resignation from the Board.
- B. Updated Advertising Policy & Contract: Ray Lee reported the need to update the advertising contract for the kiosk for residents and non-residents given the change from Village Life to Canyon Vista. Kylee noted that the price for non-residents was changed from \$500 to \$399 and the reference to posting on the website removed until the new site is up and running.
MOTION: Ray Lee made a motion to accept the contract with the changes discussed; Steve Guderian seconded; Amy Berns opposed. Motion carries.
- C. Investment Policy Review: Melissa Ramsey asked the Board to acknowledge that they have reviewed the policy which is included in the PRG.
MOTION: Ray Lee made a motion to accept the Investment policy as is; Maryann McKinley seconded. Motion carries unanimously.
- D. Compliance Policy with Fine Schedule: The Board reviewed the Violation policy and fine schedule as included in the PRG.
MOTION: Ray Lee made a motion to accept the Violation policy as is; Steve Guderian seconded. Motion carries unanimously.
- E. Collection Policy Review & Schedule of Fees: Melissa Ramsey reported that this is an updated collection policy provided by their general counsel Donna Zanetti. New policy incorporates the new servicemember act from the legislative session.
MOTION: Ray Lee made a motion to approve the updated Collection policy and make it a standalone policy, separate of the PRG. Steve Guderian seconded. Motion carries unanimously.
- F. Reserve Study Review: Ray Lee reported on the study based on a financial update from the site visit conducted last year. The reserve specialist is recommending a 2.5% increase. Ray stated that items were added to the study, such as rockery walls, and roughly \$364,000 is projected to be expensed in 2018, not including the dehumidifier.
MOTION: Ray Lee made a motion to accept the reserve study; Steve Guderian seconded. Motion carries.
- G. 2018 Budget Adoption: Ray Lee reported on the 2018 proposed budget, including \$9 per month assessment increase from increased expenses in staffing, landscape, fuel reduction, snow removal, legal fees, and reserve funding. Ray reported that a \$270 special assessment might be necessary to fund the replacement of the dehumidifier. If \$400,000 was pulled from reserves for the replacement, it will bring the reserve account down to 30-35% funded so the board will need to consider its options.
MOTION: Ray Lee made a motion to accept the 2018 budget; Steve Guderian seconded. Motion carries unanimously.
- H. 2018 Annual Meeting Schedule: Melissa Ramsey stated the 2018 meeting schedule meets NRS requirements and if accepted will be mailed out with the budget ratification.
MOTION: Steve Guderian made a motion to accept the 2018 meeting schedule as presented; Ray Lee seconded. Motion carries.
- I. Executive Board Awareness Form: Melissa Ramsey that the form gives owners notice that the Board is aware of its fiduciary requirements.
MOTION: Steve Guderian made a motion to acknowledge each Board members part in signing the form; Maryann McKinley seconded. Motion carries unanimously.



- J. 2018 Special Assessment: Ray Lee reported that there could potentially be a \$270 special assessment per home to fund the dehumidifier replacement cost. Ray talked about the other options, including taking out of reserves and opening a line of credit. Ray stated that per NRS, taking out a line of credit is not an option. Alan Stroppini asked if it is possible to take out a loan, which Ray stated it is a possibility. The Board wants to continue discussion for next month's meeting before making a decision.

HOMEOWNER FORUM

Open comments on any items.

Pam McNeil commented on the I-80 spaghetti bowl construction, noting the NAB meets the second Tuesday of every month.

Sue Whitaker reported on status of the Sierra Canyon Voice/Village Delegate group, with volunteers still needed to oversee Villages 1 and 5. Sue stated that the next Village Delegate meeting is November 15th, from 8:00 AM – 10:00 AM.

Nancy Chontos thanked staff and the Board for their efforts on association groups and that the new website is putting the responsibility on the resident to join a group. Nancy wants to know whether political and/or religious groups are allowed.

Steve Guderian announced that he will be running for the SOA Board of Directors.

Andrienne Thomle commented that she would like the Board to make sure each home in Sierra Canyon pays the special assessment if that is what the Board chooses to do.

David Bouton asked the Board why Sierra Canyon owners are paying for rockery walls in Somerset and Sierra Canyon.

Archie Speak wants to know how much the Board is planning to budget for a loan if the HOA goes that route for the dehumidifier.

Sharece Lendl commented on the special assessment, stating she does not believe anything can be discussed until we know how much the dehumidifier is going to cost to replace.

BOARD MEMBER REQUEST FOR FUTURE AGENDA ITEMS

- Rockery Wall
- Lodge Key Card Entry System
- President's Report
- Snow Removal Proposals
- 2018 Special Assessment
- PRG Updates

NEXT MEETING DATE – November 8, 2017, at 5:30 PM.

ADJOURNMENT

Alan Stroppini moved to adjourn at 8:07 pm. Ray Lee seconded; motion carried.

Respectfully Submitted for Board review and Approval:

APPROVED,

Board Secretary



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