



DIRECTORS PRESENT: LOREN FARELL; STEVE GUDERIAN; RAY LEE; MARYANN MCKINLEY; AMY BERNIS; ED CURLEY; AND ALAN STROPPINI

MANAGEMENT PRESENT: MELISSA RAMSEY, DARCEE HARRIS, AND DARYL LARSON

46 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, March 8, 2017 at Sierra Canyon Association Aspen Lodge, located at 1798 Del Webb Pkwy W, Reno, NV 89523.

CALL TO ORDER/ESTABLISHMENT OF QUORUM

Loren Farell called the meeting to order at 5:32 pm and a quorum of Members was present.

HOMEOWNER FORUM

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

Loren Farell moved the legal report out of order to introduce Eva Segerblom, counsel hired by the association for action regarding the dehumidifier and drainage. Eva spoke to the owners about the importance of privilege when pursuing action against a third party so the Board will be limited in what they can say to owners. Loren let owners know they could submit questions to management for review with Eva so answers can be provided if allowable.

Loren Farell read statement regarding Somersett Owners Association compliance letters sent to owners in Village 11-15 regarding landscaping issues from Pulte install. Melissa Ramsey noted that the SOA has said a meeting is occurring next week with Pulte for hopeful resolution.

Jim Sheblee commented on the pool temperature being too low.

Lynn Melvin commented on the drainage damage to his yard and the status of repairs.

APPROVAL OF MINUTES

- A. January 11, 2017: Board reviewed draft minutes from the January meeting.
MOTION: Loren Farell moved to approve the January 11, 2017 Board of Director's Minutes. Ray Lee seconded; Amy Bernis abstained. Motion carries.

- B. February 8, 2017: Board reviewed the draft minutes from the February meeting.
MOTION: Ray Lee moved to approve the February 8, 2017 Board of Director's Minutes. Maryann McKinley seconded; Motion carries unanimously.

REVIEW OF FINANCIAL REPORT

- A. Treasurer's Report: Ray Lee reviewed the January 2017 financials noting \$310,000 in cash with \$142,000 in prepaid, leaving \$168,000 in unencumbered cash for approximately 52 days of operating cash. Total delinquency, including assessments and fines, is less than 2%. As of December 2016 all 1212 units paying assessments. Expenses being monitored, including snow removal as January is higher than the annual budget. Dashboards continue to be maintained showing increased participation in Lodge usage and fitness. Lynne was thanked for her efforts in improving the fitness program.

- B. Current Year to Date Financial Statements: Financial statements through January 31, 2017 were provided to the board for review.
MOTION: Ray Lee made a motion to acknowledge the Board's review of the current unaudited January 2017 financial statements per NRS 116.31083. Loren Farell seconded; Motion carries unanimously.



REPORTS

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

- A. Architectural Review Committee: Bob Drieling noted that ARC received 55 submittals which were approved, denied and/or transferred to master association. He requests the review of documents in comparison to Somerset's Guidelines for "clean up" of files. It was noted that there were two openings on the committee.
- B. Budget & Finance Committee: Dennis Pelligrini reported on behalf of the committee which has been reviewing the Village Life contract, landscaping services and collection services. Committee working with staff to ensure invoices are being coded to the correct budgeted GL for financials and tracking purposes. It was noted that there is one opening on the committee.
- C. Facilities Committee: Glenda Powell reported the committee requested proposals from ten companies but only received three responses to their RFP for the front vestibule expansion. Committee already had one prior proposal, resulting in four companies being narrowed down to two with BJB at \$7,500 and MWA at \$3,500. Committee is suggesting no action at this time till further owner input can be obtained.
- D. Somerset Traffic Ad-Hoc Group: Steve Guderian stated that he submitted a report to Somerset to include for Sierra Canyon's portion of the study, which should be addressed in April. Report will be provided to owners via the website. Areas of focus continue to be the Somerset Ridge Pkwy road work in the median and Area 6 construction traffic which is to go through Del Webb Pkwy E.
- E. Maintenance Supervisor: Darren Null provided his maintenance report which was included in the board packet. Inspections of fire and elevator completed for the year; vendor will be coming out to repair the heat tape which has fallen in the snow storms; Janitorial RFP included which has been provided to Budget & Finance for feedback.
MOTION: Ray Lee made a motion to approve management sending out the Janitorial RFP and obtaining bids for the April board meeting. Steve Guderian seconded; motion carries unanimously.
- F. Compliance Report: Loren Farell read summary of violations in the community by categories, including landscape and trash. Ray Lee noted that there had been 600 violations in 2016 referenced on the monthly dashboards.
- G. Community Manager: Melissa Ramsey provided Manager Report noting Daryl and Darcee will be in licensing classes over the next two weeks. Participation in Fitness programs announced; assessment reminder regarding the \$11 change between Somerset and Sierra Canyon; upcoming board trainings available through FirstService.
- H. Legal update on Drainage and Lodge: Eva Segerblom gave update at the beginning of the meeting.

UNFINISHED BUSINESS

- A. Committee Board Liaisons:
MOTION: Steve Guderian made a motion to appoint Alan Stroppini as the board liaison to the *Architectural Review Committee*. Amy Berns seconded; motion carries unanimously.
MOTION: Maryann McKinley made a motion to appoint Ray Lee as the board liaison to the *Budget & Finance Committee*. Steve Guderian seconded; motion carries unanimously.
MOTION: Steve Guderian made a motion to appoint Loren Farell as the board liaison to the *Facilities Committee*. Ray Lee seconded; motion carries unanimously.



MOTION: Maryann McKinley made a motion to appoint Steve Guderian as the board liaison to the *Website & Communications Committee*. Alan Stroppini seconded; motion carries unanimously.

NEW BUSINESS

- A. Status of Committees & Charters: Based on the updated PRG document, ARC, Budget/Finance, Facilities, are committees with management finding the facilities charter. There was a disbanded Landscape Ad-Hoc committee. Amy requested consideration for an Events/Entertainment Committee. Management will prepare an updated draft charter for the Facilities Committee to be reviewed at the next board meeting.
- B. Committee Member Appointments:
MOTION: Loren Farell made a motion to appoint Jack Lehner to the Facilities Committee. Steve Guderian seconded; motion carries unanimously.
MOTION: Steve Guderian made a motion to appoint Dale Stephens, Teri McCreedy, Alan Wild, Nancy Chantos, and Alice Yucht to the Website & Communications Committee. Amy Berns seconded; motion carries unanimously.
- C. Common Area Drainage Repairs:
Tabled until further investigation can be done of the areas.
- D. Contracting of an Engineer for Consulting Needs:
Tabled at this time.
- E. Rockery Walls Inspection & Maintenance: Association has a report that needs to be updated for Villages 1-10. Management to request from Pulte the report for Villages 11-15. Components of the study will be included in the 2018 reserve study update.
- F. Lodge Alarm System Needs: Darren Null noted a proposal was obtained from ADT for \$1,740 to install and \$60/month to monitor. They would need to add Fire potentially as this is currently handled through Burgarello. Further follow up will be done prior to the next meeting, including looking into card key access.
- G. General Counsel Direction for Tasks: Melissa Ramsey recalled the need of the board to disclose direction given to Gayle Kern following meeting with her and Loren Farell, Steve Guderian and Ray Lee. Gayle was directed to send a letter to Somerset and Pulte regarding the HOA disclosing violations to buyers.

HOMEOWNER FORUM

Open comments on any items - Board responses in italics.

Marsha Kakiuchi inquired about any resolution on fence stain options other than clear. *To be discussed further by ARC.*

Bernie B spoke on the participation in water fitness programs down due to the cold temperatures. *Adjustments cannot be made at this time to any settings due to legal action.*

Bill Crocket read a letter into the record based on an ARC and AGC submittal where they are requesting Sierra Canyon to step in to assist with the variance request.

Peggy Downing stated there are cracks in the tennis court that need to be sealed before further damage. *Darren noted bids have already been obtained pending weather.*



Dave Suhr requested volunteers for the Barricuda Championship which is a local golf tournament. He also stated he would be happy to report to the new Website committee on the directory concerns.

Ron Steele commented that there are rockwalls by the sidewalks that need to be addressed.

Donald Yucht inquired about the **rocks behind home**.

Sarah Parks inquired about the trail repair after the path gave way from the snow storms. *Melissa noted bids are being obtained.*

Tom Hedger commented that as a lap swimmer the pool water is too warm.

Wayne Vandergriff stated that the air is an issue in the pool and the HOA should repair.

Pam McNeil noted the NAB will have openings in June for those interested in applying.

BOARD MEMBER REQUEST FOR FUTURE AGENDA ITEMS

- Drainage inspection plan and maintenance
- Facilities charter
- Janitorial bids
- Tennis court repair
- Trail repair

NEXT MEETING DATE

The Board will meet again on April 12, 2017 at 5:30PM.

ADJOURNMENT

Ed Curley moved to adjourn the meeting at 7:35 pm. Seconded by Steve Guderian; motion carried.

Respectfully Submitted for Board review and Approval:

APPROVED,

Board Member