



DIRECTORS PRESENT: STEVE GUDERIAN, VICE-PRESIDENT; MARYANN MCKINLEY, SECRETARY; AMY BERNS, DIRECTOR; ED CURLEY, DIRECTOR; AND ALAN STROPPINI, DIRECTOR

DIRECTORS ABSENT: LOREN FARELL, PRESIDENT AND RAY LEE, TREASURER

MANAGEMENT PRESENT: DARYL LARSON AND DARCEE HARRIS

43 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, April 12, 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 5:34 pm and a quorum of Members was present.

HOMEOWNER FORUM

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

Paul Casazza commented on opposition to the Voice application due to cost.

Alice Chromy commented on Village #4 firebreak work.

Libris Holguin questioned the tenant and guest policy as one is already in the guidelines.

APPROVAL OF MINUTES

March 8, 2017: Board reviewed draft minutes from the March meeting.

MOTION: Amy Berns moved to approve the March 8, 2017 Board of Director's Minutes. Alan Stroppini seconded; Motion carries unanimously.

REVIEW OF FINANCIAL REPORT

- A. Treasurer's Report: Ray Lee submitted a report for the Board on the February 2017 financials. Maryann read the report noting \$214,000 in cash and a reserve cash balance of \$961,000. Total delinquency is less than 2%. All 1212 units paying assessments. Operating cash has decreased by \$95,000 between January and February due to payment of accrued accounts payable invoices. Snow removal expenses of 40k have far exceeded our 12k annual budget and more snow removal days in March are yet to come. Non contract/non budgeted landscaping services of 22k have been recorded although some of these expenses related to 2016 work. Offsetting the excess are reduced cost for staffing due to management turnover (\$18k). Reserve cash also decreased by \$11,000 due to payment of accrued accounts payable invoices. Reserve cash of \$445,000 was successfully transferred from Morgan Stanley to UBS Financial Services. We are now earning between 1.16% and 2.61% on FDIC insured CD'S. Dashboards continue to be maintained showing increased participation in Lodge usage and fitness.

- B. Current Year to Date Financial Statements: Financial statements through February 28, 2017 were provided to the board for review.
MOTION: Steve Guderian made a motion to acknowledge the Board's review of the current unaudited February 2017 financial statements per NRS 116.31083. Amy Berns seconded; Motion carries unanimously.

REPORTS



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- A. Architectural Review Committee: Alan Stroppini noted that ARC received 43 submittals which were approved, denied and/or transferred to master association.

- B. Budget & Finance Committee: Dennis Pelligrini reported on behalf of the committee which has been reviewing the Village Life contract with Rob Retting which is now month to month. They have also been reviewing the landscape service add-ons to contract. Committee is recommending the Boards approval of \$600 to the Voice group for a desired mailing.
MOTION: Steve Guderien motioned to accept the Budget and Finance recommendation to spend \$600 for postcard mailings. Ed Curley seconded; motion passed unanimously.

- C. Facilities Committee: Harold Alfred reported that the Arts & Crafts room no longer has enough room for committee meetings. Conduct a group survey for all groups. Recommendation to the board on utilizing the library for small (6 or less) committee meetings between the hours of 3-5 pm 7 days a week. Members would still be able to utilize the library during any meeting.
MOTION: Steve Guderian motioned to accept the use of the library between the hours of 3-5 pm for small (6) or less) committee meetings. Amy Berns seconded; motion carries unanimously.

- D. Management Report: Daryl Larson reported, starting with maintenance items which include the request to obtain quotes to repair Stucco and Fascia, install electrical circuit for holiday lighting and repairs on the North Monument entrance. Order has been placed to replace the chemical controller for the chlorine and acid in the pool. Daryl noted that he and Darcee completed their pre-licensing training and are back in the office full time. Participation in Fitness ab challenge in March, 70 participated and 16 completed. Two successful events in March, the St. Patrick's Day and the Chili cook off.

- E. Legal update on Drainage and Lodge: Tabled until the May board meeting.

UNFINISHED BUSINESS

- A. Common Area Drainage Repairs: Board reviewed proposal information received from Padovan consulting on drainage repairs in the common area behind Hidden Park Way. The recommendation included a proposal from EPS. Board took no action on this item.

- B. Rockery Walls Inspection & Maintenance: Board dicussed the proposal of the weekly maintenance of the Rockery Walls, the board rejected the proposal.

- C. Contracting of an Engineer for Consulting: Tabled until the May board meeting,

- D. Lodge Alarm System Needs: Proposal included from existing vendor Burgarello.
MOTION: Amy Berns made a motion to accept the Burgarello Alarm proposal bid of \$2,062.50 for installation and a monthly monitoring fee of \$31. Steve Guderian seconded; motion carries unanimously.

NEW BUSINESS

- A. Lodge Tenant and Guest Policy: Tabled until the May board meeting.

- B. ARC Application Form Disclaimer: Tabled until May board meeting

- C. Lodge Janitorial Contract Bids: The board opened bids from 5 vendors based on the RFP sent out. The monthly contract amounts came in at: Jani King at \$4,125+ tax; FAAD at \$4,050; Express Janitorial at \$5,300; Simple Green at \$3,300; General Cleaning Service at \$3,989.



MOTION: Steve Guderian motioned to accept the Bid proposal from General Cleaning Service at a cost of \$3,989 a month. Maryann McKinley seconded; motion carries unanimously.

- D. Updated Facilities Charter: The board reviewed the revised Facilities and Website charter. Steve made a few changes, including new members may be asked to sign a copy of the Charter and Code of Conduct. The board designated Directors terms shall end when the director is no longer a member on the board. Board may choose not to reappoint a Committee member in order to make way for new members or other qualified applicants. Prior approval shall be obtained from the board before funds are committed or extended to support Committee work.
MOTION: Maryann McKinley moved to accept the facilities charter with the changes Steve Guderian provided in writing. Steve Guderian seconded; motion carries unanimously.
- E. Website/Communication Committee Update: Steve Guderian reported on the RFP and vendors for the redesign of the website. The committee will be discussing and working on this in the upcoming month, they will report their updates and RFP'S at the June board meeting.
- F. Common Area Maintenance and Repair: Board reviewed information received from Padovan consulting for the repair of common area around a trail.
MOTION: Alan Stroppini made a motion to accept the Padovan proposal for Walking Stick Way common area for 1) the Topo Graphic Survey at \$2,640.00 2) The Grading Design at \$3480.00, Steve Guderian seconded, it was passed by a 4 to 1 vote, Amy Berns opposed.
- G. Village Life Status and Contract: Tabled until the May board meeting.
- H. Sierra Canyon Voice Group Application: Board reviewed application included in the packet.
MOTION: Maryann McKinley moved accept the Sierra Canyon Voice Group application. Steve Guderian seconded; motion carries unanimously.
- I. Horseshoe Group Application: Board reviewed the application included in the packet.
MOTION: Steve Guderian moved to accept the Horseshoe Group Application. Maryann McKinley seconded; motion carries unanimously.

HOMEOWNER FORUM

Open comments on any items - Board responses in italics.

Nancy Chantos- spoke on the West Park update. They added one extra arch, there were using two arches' and should be three. It scheduled to open by the city in Spring or Summer of 2018, Unless the Charter is auto dissolved by city.

Pam McNeil- Neighborhood advise board met last night on several issues, development was on West Meadows-Verdi and unnecessary signage. Reno is receiving a new Neon Museum, a new dog park and a retract cover station.

Libis Holguin- In the Code of Conduct in PRG, change from shall to may.

Brian Faircloth- Village #4 curbing in common area is not level behind his home. Will reach out and contact management on this issue.

Lance Chontos- Commented on the common area drainage problems.

Wayne Vandergirff- Commented on the continue pool temperatures being lower than normal.



BOARD MEMBER REQUEST FOR FUTURE AGENDA ITEMS

- Drainage inspection plan and maintenance
- Village Life Status & Contract
- ARC Application Form Disclaimer
- Rockery Walls Inspection & Maintenance
- PRG Changes

NEXT MEETING DATE

The Board will meet again on May 10, 2017 at 5:30PM.

ADJOURNMENT

Steve Guderian moved to adjourn the meeting at 8:03 pm. Seconded by Maryann McKinley; motion carried.

Respectfully Submitted for Board review and Approval:

APPROVED,

Board Secretary-Maryann McKinley