



DIRECTORS PRESENT: LOREN FARELL – PRESIDENT; DALE STEPHENS – VICE-PRESIDENT;  
RAY LEE- TREASURER; SUZANNE FLYNN – SECRETARY;  
VIRGINIA CASAZZA – DIRECTOR; THOMAS HEDGER – DIRECTOR;  
AND ALAN STROPPINI – DIRECTOR

MANAGEMENT PRESENT: MELISSA RAMSEY, MARIAH BECKER, AND DARREN NULL

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, June 13, 2018 at Sierra Canyon 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 5:30 pm and a quorum of Members were present.

### HOMEOWNER FORUM

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

Marty Fink stated that he had recently learned why the Del Webb sign was removed from the West entrance. He asked that the board consider a small sign at the least, to keep the value of the community. He commented that the sign makes homeowners feel a sense of pride, ownership, and membership.

Deborah Morhan commented that she would like to see a Del Webb sign in the community as this is how she found the community and was interested to buy.

Nancy Chontos stated that she has researched all of the specifications on how to move forward with placing a Del Webb sign in the community and brought examples for the board to review.

### APPROVAL OF MINUTES

The board reviewed draft minutes from the May 9, 2018 meeting.

**MOTION:** Thomas Hedger moved to approve the May 9, 2018 Board of Director's minutes as corrected. The correction is listed under New Business Item A. Insurance Audit and findings. The word premium will be changed to coverage. Suzanne Flynn seconded. Motion carried unanimously.

### REPORTS

- A. Architectural Review Committee: Loren Farell asked Bob Dreiling where the committee was at in the process of obtaining the authority of full approval from the AGC. Bob Dreiling reported that the committee is still working on this. The full committee report was provided in the board packets for review.
- B. Budget & Finance Committee: Ray Lee reported that Dennis Pelligrino resigned from the committee and thanked him for his service. Volunteers with a background in accounting/finance and general business background are needed.
- C. Facilities Committee: Dale Stephens reported that Greg Mathis was appointed as the new chair as the prior chair had resigned. Greg Mathis stated that the committee is in search of career expert volunteers for advice and input in regards to numerous projects ongoing and upcoming in the community.
- D. Sierra Canyon Voice Committee: Sue Whitaker stated that the annual meeting of the committee would be held on June 20, 2018. A new delegate is needed for village fifteen.



- E. Website Committee: Alice Yucht advised that the board postpone the approval of the contract until the July 2018 board meeting.
- F. Management Report: Mariah Becker provided the management report, which was included in the board packet for the board's review.
- G. Maintenance Report: Darren Null provided a report, which was acknowledged by the board, as it was included in the board packet for review. He stated that bids for the exterior painting of the lodge would be provided at the July board meeting.
- H. Legal Update on Drainage and Lodge: Loren Farell reported that the board and management met with representatives of Pulte in a mediation on June 11, 2016. The board and management will be attending a second meditation July 17 2018, as a resolution has not been agreed upon at this time. Chapter 40 has filed against Pulte. A litigation letter was provided by legal counsel representing the association, however the status of the contents had not changed since the update of the May 9, 2018 board meeting.
- I. President's Report: Loren Farell thanked Harold Allred for his term of service on the facilities committee. He reported that a board meeting would be held on June 26, 2018 at 1 pm to discuss and make amendments to the Bylaws. He stated that management and he would be meeting with Somerset to discuss retaining a landscaping expert for both Sierra Canyon and Somerset. He also stated that he agrees with the Del Webb signage. Melissa Ramsey reported that prior to the open session board meeting, the board of directors met in executive session to discuss violations of the governing documents (seven hearings were held). They also discussed legal matters, and delinquencies.

## REVIEW OF FINANCIAL REPORT

- A. Treasurer's Report: Ray Lee reported the association has fifty days of unencumbered cash in the operating account. He would like to have at least thirty days minimum. There is currently \$1.1 million in the reserve account. Through April 30, the association has a \$60k plus positive operating surplus but, is over budget on postage and copies. The budget and finance committee reviewed operating cost projections for the full year and expect to be a break even for the full year. Reserve spending for the year will be over budget due to expenditures for the dehumidifier replacement even with some reserve projects not needed this year.
- B. YTD Financial Statements: Board reviewed the April 2018 financials.  
**MOTION:** Ray Lee moved to approve the year to date April 2018 financial statements subject to the year-end audit. Thomas Hedger seconded; Motion carried unanimously.
- C. 2017 Draft Audit: The board was provided with a copy of the draft audit in the board packet for review. Ray stated that he discussed several questions with the auditor, Phil Bateman, and was satisfied with responses. The board also discussed the difference between filing it's tax return on non-member revenues under 1120 vs. 1120H. Ray Lee stated that filing 1120H is a thirty percent flat rate on net non-member revenues and provides the association with the least risk of IRS audit although the income tax paid may be slightly higher per the CPA.  
**MOTION:** Ray Lee moved to approve the 2017 Draft audit and that the management representation be signed. Virginia Cazassa seconded. Motion carried unanimously.

## UNFINISHED BUSINESS

- A. Lodge Office Remodel: The Board has tabled this item until the July meeting as the facilities committee wanted to see if this project could be included with the vestibule.



- B. Plantings on Rockery Walls: Seth Padovan attended to speak to this. He stated that after reviewing the Federal Highway Administration Federal Lands document, he found that there are no written restrictions on planting on rockery walls. However, from his point of view as a contractor it should be looked upon with common sense as to what plants should be planted on the walls. At this point in time, he stated that there are no critical areas of failure in the rockery walls in Sierra Canyon.
- C. Lodge Front Vestibule Updates – Greg Mathis stated that the Facilities Committee is reviewing feedback they received from firms who responded to their RFI (Request for Information). The committee will be developing a path forward to determine the best design and most cost effective way of achieving that goal. They will continue to gather information that can be used to complete the RFP (Request for Proposal).
- D. Developing Common Area Across from Lodge – The facilities committee is looking into a few options such as bocce ball, volleyball, etc. The committee will be researching pricing on all options. This item was tabled until the July meeting.

## NEW BUSINESS

- A. How Items Can and Will be added to Agendas – Management reported that items can be added to agendas at the end of a board meeting, throughout the course of the month at the request of a board member, and if a homeowner brought something to the board and management's attention that would require action at a meeting.
- B. Expense Policy Amendments – The amended expense policy was provided in the board packet for the board to review.  
**MOTION:** Ray Lee moved to approve the expense policy as amended. Suzanne Flynn seconded. Motion carried unanimously.
- C. Committee and Group Expenditures/Budgets – Loren Farell stated that all groups and committees must go through the office for purchases per the revised expense policy.
- D. Del Webb Monument Signage – Virginia Cazassa stated that homeowners in the community have approached her stating that they would like to have Del Webb signage in the community. She added that she too is one of many who would like to see the signage and that it would add value to the community. Many of the current homeowners found their homes and purchased after seeing the Del Webb sign on the west entrance monument. Signage would also bring the homeowners a sense of membership and pride.  
**MOTION:** Virginia Cazassa moved to approve and create a working group consisting of three to five members that she would lead. The purpose of the group will be to research the PUDs, determine costs, and find examples of signs that are aesthetically pleasing to the community. Suzanne Flynn seconded. Motion carried unanimously.
- E. Landscaping Bids - The board opened three bids but not action taken.
  - a. Moana Nursery \$29,750.00 per month
  - b. Reno Green \$10,953.00 per month
  - c. Signature Landscape \$11,135.00 per month
- F. Communications Committee – This item was not discussed and will be removed from the agenda.
- G. Homeowner's request to donate a tree – The board reviewed the request. Board member, Thomas Hedger, was concerned that once the tree has grown to a mature state, homeowner views could be impaired. Board member, Ray Lee, stated that views are not protected per our CC&Rs and that other donated assets have been made to the association.



**MOTION:** Virginia Casazza moved to deny acceptance of the tree. Suzanne Flynn seconded; Motion carried unanimously.

- H. 2017 Draft Audit – This item was discussed earlier in the meeting under financials.
- I. Homeowners clearing common areas – This item was tabled until the July meeting as the board is waiting on legal counsel to draft a waiver of liability.
- J. Andover project, proposal from Reno Green – The proposal from Reno Green was provided in the board packs for the board to review. The total amount of the proposal was \$9,953. This project will rectify ponding water from the steep slope on Andover by creating a better drainage system. In addition, a small retaining block wall will be built to stop sediment from flowing onto the sidewalk.  
**MOTION:** Suzann Flynn moved to accept the proposal from Reno Green. Thomas Hedger seconded; motion carried unanimously.
- K. Schaper Consulting Technical Support Contract – This item was tabled until the July meeting per the recommendation of the Website committee.
- L. SOA/SC TMWA Invoice per MEA Agreement – Loren Farell reported that there has been an MEA agreement between Somerset and Sierra Canyon, which states that Sierra Canyon is responsible for paying twenty percent of the water bill for landscaped areas that are maintained by Somerset along Somerset Ridge Pkwy. The 2017 billing was overlooked, which resulted in SCA receiving an \$8,500.00 bill.
- M. SOA Compliance Inspections – Management reported that once per month an inspection will be conducted along with the compliance director of Somerset as they are required to ensure that compliance is being enforced in the community. Management stated that homeowners should pay close attention to which association compliance letters are being sent from.
- N. Bridge Group – Additional Game Request – This item was tabled until the July meeting so that management could look into room scheduling and hours. A homeowner in attendance stated that the Tuesday bridge group is led by a different administrator and is definitely a group.
- O. Reno Green Tree Mapping Proposal – The Reno Green proposal was provided in the board packet for the board to review. The proposal total was \$1.85 per tree along with a \$1,958 annual software subscription fee. This item was tabled until the July meeting.
- P. Infinity Engineering Vestibule Building Plan Cost – This item was tabled until the July meeting.
- Q. Replacement of two patio BBQ grills – This item was tabled until the July meeting so that Darren Null can look into pricing options.

## HOMEOWNER FORUM

### ***Open comments on any items.***

A homeowner in attendance stated that the Tuesday bridge group is led by a different administrator and is definitely a group.

Adrienne Tomle asked if it would be illegal to shoot down a drone that is flying in her backyard. *The board responded that it may be a vendor, however moving forward management and the board will require that the vendors notify homeowners prior to flying drones in the community.*



Marty Fink stated that the board may want to look into a company in Verdi for the purchasing of the patio BBQs.

**BOARD MEMBER REQUEST FOR FUTURE AGENDA ITEMS**

- Facilities Committee Member Appointments

**NEXT MEETING DATE** – Wednesday, July 11, 2018 at 5:30 PM.

**ADJOURNMENT**

Thomas Hedger moved to adjourn at 7:45 pm. Dale Stephens seconded. Motion carried unanimously.

Respectfully Submitted for Board review and Approval:

APPROVED,

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Board Member