



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: MONICA RIOS, 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, July 11, 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 5:32 pm and a quorum of Members were present.

HOMEOWNER FORUM

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

Vicki Guderian stated that an e-blast went out to the community in regards to a Del Webb Monument sign working group, directing those who would like to volunteer to reach out to Virginia Casazza, the chair. When she received the email, she was very excited as she was interested in applying for the working group. She reached out to Virginia Casazza and learned that all positions had been filled within a matter of a few days, on a first come first serve basis. She stated that she does not feel that this is fair and not how volunteers should be appointed to working groups.

GUEST SPEAKER – NEOMA JARDON – VICE MAYOR

Loren Farell introduced Vice Mayor Neoma Jardon, and thanked her for arranging the press release regarding the new traffic safety device. Neoma Jardon took the floor and thanked the Board for inviting her to speak at the Board meeting. She reported that in recent months many issues have been addressed in the area. With a combined effort between herself, the Board, homeowners, and management a possible squatter who was creating discomfort in the community was removed. There is now a lighted crosswalk on Somerset Pkwy. Construction vehicle traffic has been advised to not drive up and down Del Webb Pkwy. In addition, a new radar tracker has been added into the community. This new device is mobile and can capture data such as vehicle speeds and the quantity of vehicles that pass. The device can also be customized with a unique message for those driving past. Neoma Jardon opened up the floor to homeowner questions and was able to provide feedback and answers to many of the homeowners in attendance.

APPROVAL OF MINUTES

The board reviewed draft minutes from the June 12, 2018 and June 26, 2018 meeting.

MOTION: Ray Lee moved to approve the June 12, 2018 and June 26, 2018 Board of Director's minutes as corrected. The correction is listed in the June 12, 2018 meeting minutes under New Business Item D. Del Webb Signage. The verbiage will be revised to reflect that homeowner's had brought this to Virginia Casazza's attention rather than it being a sole request. The correction for the June 26, 2018 meeting minutes is listed under Special Business item 5; this section will be removed entirely. Thomas Hedger seconded. Motion carried unanimously.

REPORTS

- A. Architectural Review Committee: The report was provided for the Board's review. Bob Dreiling asked when full authority will be transferred back to the Sierra Canyon ARC committee. Loren Farell reported that it is a work in progress.





- B. Budget & Finance Committee: A report was not provided by the committee to include in the Board packet for review.
- C. Facilities Committee: The report was provided in the Board packet for the Board to review. No action was necessary.
- D. Sierra Canyon Voice Committee: The report was provided in the Board packet for the Board to review. No action was necessary. Sue Whitaker, the committee chair announced that leadership volunteers are needed for Village 7 and 15.
- E. Website Committee: The report was provided in the Board packet for the Board to review. No action was necessary.
- F. Management Report: Monica Rios provided the management report, which was also included in the Board packet for review.
- G. Maintenance Report: The report was provided in the Board packet for the Board to review. No action was necessary.
- H. Legal Update on Drainage and Lodge: Loren Farell provided the legal update, which was written by Eva Segerblom. The update was also included in the Board packet for the Board to review.
- I. President's Report: Loren Farell provided the President's report, which was also included in the Board packet for the Board to review.

REVIEW OF FINANCIAL REPORT

- A. Treasurer's Report: Ray Lee paid tribute to Walt Keane who recently passes away. He was a prior Treasurer on the Board. He then reported that the association has generated around \$500,000 in assessment revenue. The reserve balance is at 1.1 million. The association is currently operating with a \$41,000 surplus, however with unforeseen maintenance issue such as the dehumidifier project, at the end of the year the association should be at a break even. There is current currently fifty days of unencumbered cash in the operating account. Delinquencies are slightly below 1.1 percent, with fines and other fees included delinquencies are around 3 percent.
- B. YTD Financial Statements: Board reviewed the May 2018 financials.
MOTION: Ray Lee moved to approve the year to date May 2018 financial statements subject to the year-end audit. Virginia Casazza seconded; Motion carried unanimously.

UNFINISHED BUSINESS

- A. Lodge Office Remodel: This item will be removed from the agenda until a later date.
- B. Lodge Front Vestibule Updates – Dale Stephens reported that the facilities committee would be acquiring a space regulation and utilization study. Until the study is complete, this item will be removed from the agenda.
- C. Developing Common Area Across from Lodge – This item will be removed from the agenda until a later date.
- D. Owner Request to Install Rock in Common Area – The Board reviewed a homeowner's request to install rock in common area behind their home.
MOTION: Dale Stephens moved to approve the request contingent upon the homeowner advancing the funds to the association so that the association can manage the project with Reno Green, per legal counsel's recommendation. Ray Lee seconded. Motion carried unanimously.



- E. Bridge Group Additional Game Request The Board and management discussed the request for an additional game request.
MOTION: Virginia Casazza moved to deny the request as it would set a precedence to all other groups. Suzanne Flynn seconded. Motion carried unanimously.
- F. Homeowners Clearing Common Areas This item has been tabled until the August Board meeting as the Board and management are waiting on the association's attorney to draft a waiver of release.
- G. Website Consulting Technical Support Contract – The Board reviewed the proposed updated contract from Schaper Consulting. In addition to the contract an addendum was included which was drafted by management to have included in the contract.
MOTION: Ray Lee moved to accept the contract contingent upon the acceptance of the other party. Suzanne Flynn seconded. Motion carried unanimously.
- H. Barbeque Grill Replacement – Three options were provided to the Board for review.
1) KitchenAid Grill, \$899 2) AOG Erican Grill, \$2,635 3) Sedona Grill, \$2,098. The Board asked if covers were included in the price. Darren Null reported that covers are not included, however they can be purchased at a price range of \$200-\$300.
MOTION: Dale Stephens moved to approve the purchase two KitchenAid grills at a price of \$899 each, along with a cover for each. Suzanne Flynn seconded. Motion carried unanimously.
- I. Tree Mapping Bids – Darren Null stated the price of Reno Green's tree mapping bid was provided at the June meeting which totaled \$18,500. He contacted American Arborists who provided a sealed bid. The Board opened and reviewed the bid, which totaled \$55,000. This item was tabled until the August meeting, as the Board would like an additional bid.
- J. Landscaping Bid Update – This item was tabled until the August Board meeting as an addendum will need to be added to the contract.

NEW BUSINESS

- A. Padovan Wakefield Project – Three bids were provided to the board for general contractor repairs needed; 1) EPS, \$30,095 2) Aspen Earthworks, \$47,929 3) Gradex, \$65,126
MOTION: Ray Lee moved to approve the bid from EPS in the amount of \$30,095.
Two bids were provided for landscaping that will need to be performed after the general contractor work is completed; 1) Reno Green, \$2,914 2) Signature Landscapes, \$2,250.
MOTION: Suzanne Flynn moved to approve the bid from Reno Green in the amount of \$2,914. Virginia Casazza seconded. Motion carried unanimously.
- B. Budget and Finance Applicants – The Board reviewed Joe Lasby's application.
MOTION: Ray Lee moved to appoint Joe Lasby to the Budget and Finance committee. Suzanne Flynn seconded. Motion carried unanimously.
- C. Monument Working Group – Virginia Casazza announced that she accepted volunteers to the five member group on a first come first serve basis. She was not aware that applications and interviews should be held, as she was not informed of this procedure.
MOTION: Dale Stephens moved to retract the members currently appointed to the working group and that Virginia Casazza work with Monica Rios to solicit applicants and interview them prior to appointing members to the group. Suzanne Flynn seconded. Virginia Casazza abstained. Motion carried with majority in favor.
- D. Committee Member Appointments – The Board reviewed David Proehl and Judy Lebby's applications to join the Facilities committee.
MOTION: Dale Stephens moved to appoint both Judy Lebby and David Proehl to the committee. Ray Lee seconded. Motion carried unanimously.
- E. Expense Policy Amendment – The Board reviewed the amendment to the expense policy to include the working group and committee expenditure policy.
MOTION: Ray Lee moved to approve the amended expense policy. Suzanne Flynn seconded. Motion carried unanimously.



- F. Concierge Desk in Living Room – Monica Rios stated that she would like the Board to consider adding a concierge desk where the kiosk is stationed in the living room. The kiosk would be removed completely and sign holders would be placed elsewhere for the information that is posted on the kiosk. She informed the Board that many residents and their guests come into the lodge and do not sign in. This at times can be missed by the attendants due to where their desk is currently located.
MOTION: Loren Farell moved to allow management to gather pricing information. Suzanne Flynn seconded. Motion carried unanimously.
- G. Parliamentary Procedures – The Board reviewed the parliamentary procedure policy drafted by management.
MOTION: Suzanne Flynn moved to adopt the policy. Loren Farell seconded. Virginia Casazza and Ray Lee opposed. Motion carried with majority in favor.
- H. Reno Green Tree Drip Ring Proposals – Two bids were provided by Reno Green, 1) \$4,500 to install 50 tree rings around trees in common areas 2) \$2,070 to expand 23 existing tree rings.
MOTION: Ray Lee moved to approve both of the proposals from Reno Green. Thomas Hedger seconded. Motion carried unanimously.
- I. Lodge Exterior Painting Bids – Four bids were provided for the board to open and review; 1) Color Trends, \$14,010 2) Home Innovations, \$49,800 3) NCM Painting, \$70,566.25 4) Parking Painting Inc., \$72,475. This item was tabled until the August meeting.
- J. Lodge Door Mechanism Bids – Two bids were provided for the Board to review 1) All American Lock and Safe, \$5,586.46 per set 2) Desert Locksmith, \$5,586.46 3) Alpine Lock and Key Inc., \$6,315.40
MOTION: Dale Stephens moved to accept the bid from All American Lock and safe for two sets of door locking mechanisms, for a total cost of \$11,172.92. Suzanne Flynn seconded. Motion carried unanimously.
- K. Landscape Maintenance Volunteer Task Force – This item was tabled until the August Board meeting. Management will be running an ad for volunteers.

HOMEOWNER FORUM

Open comments on any items.

Amy Berns stated that she was a part of the Bylaws working group. As a prerequisite for her to join the working group, she was required to fill out an application and attended a meet and greet. In the draft amended Bylaws a procedure pertaining to working group and committee member appointments has been included.

Alice Yucht asked if the painting of the lodge should be included with the vestibule expansion project. *Dale Stephens replied to inform her that the projects would not coincide.*

Donna Logan reported that the air conditioning needs to be looked into. She stated that she is constantly cold in the lodge. *Darren Null reported that two of the heat pumps recently went out which are in the process of being repaired. He informed the homeowner that the temperature should not be adjusted regularly because doing so would over work the HVAC system. The temperature should stay at a consistent range of sixty nine to seventy degrees. Monica Rios added that the policy to not adjust the temperature regularly is to protect the association's asset, as the HVAC system is a costly item to replace.*

Nancy Chontos stated her appreciated for the Board considering to draft procedures on how to form working groups. However, she is disappointed that she will need to apply for a position that she thought she had already obtained on the Monument Working Group Committee.

Marty Fink reported that he had served on two committees and was never interviewed.



BOARD MEMBER REQUEST FOR FUTURE AGENDA ITEMS

- Facilities Committee Charter Revisions, Procedural process on how to form working groups.

NEXT MEETING DATE – Wednesday, August 8, 2018 at 5:30 PM.

ADJOURNMENT

Ray Lee moved to adjourn at 8:14 pm. Dale Stephens seconded. Motion carried unanimously.

Respectfully Submitted for Board review and Approval:

APPROVED,

Board Member

