



DIRECTORS PRESENT: LOREN FARELL – PRESIDENT; DALE STEPHENS – VICE-PRESIDENT;
RAY LEE- TREASURER; SUZANNE FLYNN – SECRETARY; ALAN STROPPINI – DIRECTOR;
THOMAS HEDGER – DIRECTOR, STEVE GUDERIAN - DIRECTOR

DIRECTORS ABSENT: ALL MEMBERS PRESENT

MANAGEMENT PRESENT: MONICA RIOS AND MARIAH BECKER; *FIRSTSERVICE RESIDENTIAL*

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, August 15, 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.

Ken McNeil stated that there were three trees that were removed in the common area behind his home. He would like them to be replaced so that they can be accounted for when the tree mapping occurs.

Marty Fink voiced his concern regarding the Del Webb Signage committee informing the Board and management that since Virginia Casazza resigned from the Board, the committee has not made any progress. *Loren Farell informed Marty Fink that it had not been brought to his nor management's attention that Virginia Casazza had also removed herself from the committee and stated that the committee may appoint their own chair at any time. Once a new chair is appointed, the information should be updated with management.*

APPROVAL OF MINUTES

The board reviewed draft minutes from the August 15, 2018 Board meeting.

MOTION: Alan Stroppini motioned to approve the August 15, 2018 Board of Director's minutes with the following corrections: Remove Alan Stroppini's name from "Directors Absent", under "Homeowner Open Forum" correct Susan Madden to Sarah Madden as well as all grammatical errors. Dale Stephens seconded. Ray Lee and Tom Hedger abstained. Motion carried with majority in favor.

REPORTS

- A. Architectural Review Committee: The report was included in the Board packet for review. No action required.
- B. Budget & Finance Committee: A report was not provided for Board review.
- C. Facilities Committee: The report was included in the Board packet for review. No action required.
- D. Sierra Canyon Voice Committee: The report was included in the Board packet for review. No action required.
- E. Website Committee: The report was included in the Board packet for review. No action required.
- F. Management Report: The report was included in the Board packet for review. No action required.
- G. Maintenance Report: The report was included in the Board packet for review. No action required.
- H. Legal Update on Drainage and Lodge: Loren Farell reported that not much progress has been made, however, the Drainage Ad Hoc Committee will be meeting soon to continue their efforts of identifying problem areas.





- I. President's Report: Loren Farell provided the President's report which was also included in the Board pack for review. No action required.

REVIEW OF FINANCIAL REPORT

- A. Treasurer's Report: Ray Lee reviewed August financials and summarized the following: As of August 31, 2018, \$831,000 in assessments has been collected; there is an operating surplus of \$58,000; \$163,000 in unencumbered cash which is equivalent to approximately forty-seven days, and the reserve balance is 1.1 million. Though the reserve balance is 1.1 million, the financials do not yet reflect a few charges that will show in upcoming financial statements, for example: the dehumidifier which was over \$200,000. The association has also received the \$50,000 settlement check from Pulte which will be allocated to the reserve account. He also reported that the Budget and Finance committee has appointed a new chair, Joe Lasby, and that the committee has met on two occasions to work on the 2019 budget.

- B. YTD Financial Statements: The Board reviewed the July 2018 financials.

MOTION: Ray Lee moved to approve the YTD July 2018 financial statements subject to the year-end audit. Tom Hedger seconded; Motion carried unanimously.

UNFINISHED BUSINESS

- A. Tree Mapping Bid Update – The Board opened and reviewed four tree mapping bids; American Arborists \$56,000, Reno Green \$1.85 per tree and a \$1,958 annual software fee, Haulenbeck \$1.40 per tree and \$50 per tree receiving a risk assessment, Davey Resource Group \$42,300.

MOTION: Ray Lee moved to accept the bid from Reno Green contingent upon cost negotiations regarding the irrigation mapping. Final dollar amount will be tabled. Suzanne Flynn seconded. Motion carried unanimously.

NEW BUSINESS

- A. Board Member Resignation/Appointment – Loren Farell reported that Virginia Casazza has resigned from the Board. As a result of her resignation, applications were solicited to fill her position until the next election meeting. Five applications were received and four of the applicants were interviewed. The fifth applicant could not attend an interview due to being out of town.

MOTION: Dale Stephens moved to appoint Steve Guderian to the Board. Suzanne Flynn seconded. Ray Lee and Tom Hedger opposed. Motion carried with majority in favor.

- B. Board Member Parking Spot in Lodge Parking Lot – Loren Farell proposed that one parking spot in the lodge parking lot be designated for the Board on a first come, first serve basis.

MOTION: Loren Farell moved to approve the parking spot contingent upon the Reno Fire Marshal's approval. Ray Lee seconded. Alan Stroppini, Steve Guderian, and Suzanne Flynn opposed. Motion carried with majority in favor.

- C. Common Area Fuel Reduction – The Board opened and reviewed two bids; Reno Green - \$2,200 per day for a four-man crew, amount of days not specified. Moana Nursery - \$488,000. This Item was tabled until the next Board meeting.

- D. Lodge DG Replenishment – The Board was presented with four proposals: Reno Green - \$7,940, Keepin' It Green - \$13,000 and Reliable Landscape - \$ 8,200.

MOTION: Ray Lee moved to accept the proposal from Reliable Landscape. Loren Farell seconded. Motion carried unanimously.

- E. Website Contract Bids – The Board opened and reviewed four bids; Right to Rank – Monthly Maintenance \$395 and \$5,165 to address existing issues, D4 Advanced Media – Monthly Maintenance \$1,980 and \$10,725 - \$20,790 to address existing issues. Nevada Web Design – Site Development \$1,499.95, Site Maintenance \$60/hour or \$299 monthly, Staff Training \$60/per hour, Site Hosting \$ \$399 annual, Consult PR – Monthly Maintenance \$2,164.48 and \$23,612.50 for site development.



MOTION: Alan Stroppini moved to accept the bid from D4 contingent upon pricing negotiation. Dale Stephens seconded. Motion carried unanimously.

- F. RHP Extended Warranties – The Board was presented with four warranty options from RHP: 1) Five-year extended compressor warranty \$5,311 2) Five-year extended coil warranty \$ 6,303 3) Ten-year extended labor airside coil warranty \$ 7,561 4) Five-year extended labor and driveline warranty \$6,303.

MOTION: Loren Farell moved to accept warranties 1, 3, and 4 for a total amount of \$19,175. Dale Stephens seconded. Motion carried unanimously.

- G. 2019 Staffing Recommendations – Management presented the Board with two staffing positions for 2019: A Landscape Maintenance Technician and an Administrative assistant. The Landscape Maintenance Technician position will be discussed further in the Budget and Finance committee meetings while working on the 2019 budget, however, management is asking that the Board approve the Administrative position during this meeting. The increase to add the Administrative position will be \$20,00 per year in payroll fees.

MOTION: Steve Guderian moved to approve the Administrative position. Suzanne Flynn seconded. Motion carried unanimously.

- H. Removal of Cumulative Voting from Bylaws – Loren Farell reported that cumulative voting will be removed from the Bylaws, as per NRS 116, cumulative voting is permitted only if it is stated in the Declaration. Since cumulative voting is not outlined in the Association's Declaration, it must be removed from the Bylaws.

- I. Bullying/Harassment Policy – Dale Stephens would like the policy to be more consistent with NRS 116.

MOTION: Dale Stephens moved to send the policy to legal counsel so that amendments can be made to the document so that it is more consistent and in alignment with NRS 116. Ray Lee seconded. Motion carried in favor.

HOMEOWNER FORUM

Open comments on any items

There were no members that spoke at this time.

BOARD MEMBER REQUEST FOR FUTURE AGENDA ITEMS

Tree Mapping/Irrigation Mapping negotiation results, Amended Bullying Policy, 2019 Proposed Budget

NEXT MEETING DATE – Wednesday, October 10, 2018 at 5:30pm

ADJOURNMENT

Steve Guderian moved to adjourn at 8:07 PM. Dale Stephens seconded. Motion carried unanimously.

Respectfully Submitted for Board review and Approval:

APPROVED,

Board Member

