



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

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 November 14, 2018 at Sierra Canyon Aspen Lodge, located at 1798 Del Webb Pkwy W, Reno, NV 89523.

CALL TO ORDER/ESTABLISHMENT OF QUORUM

Loren Farrell 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.

Thomas Burney stated that he is a new owner and has been here in Sierra Canyon since July. He thanked the Board members and informed them that he knows and understands the work that they put in. Mr. Burney reported that as a new owner he did not understand the numerous abbreviations, i.e. AGC, ARC, SOA, etc., in the President's message and requested that the words be spelled along with the abbreviations a couple of times for the benefit of the new homeowners.

Amy Berns stated that she has been a homeowner in Sierra Canyon for twelve years. She is quite upset about the special assessment which has recently been assessed by Somersett and that she would like Sierra Canyon Homeowners to sign a petition to dispute the assessment.

Lance Chontos reported that the community has escaped wildfires for the past two years. With the fires a state away, it has raised a huge concern for this community. There has been discussion regarding a library remodel and numerous other projects. If there is money for these projects how can the Board claim that there is no money for the fuel reduction. He stated that he would personally volunteer to do the fuel reduction and/or would be willing to pay his part of an assessment to have the fuel reduction done in all common areas.

APPROVAL OF MINUTES

The board reviewed draft minutes from the October 10, 2018 Board meeting.

MOTION: Suzanne Flynn moved to approve the October 10, 2018 Board meeting minutes as presented. Dale Stephens seconded. Alan Stroppini abstained. Motion carried.

REPORTS

- A. Architectural Review Committee: A report was included in the Board packets for the Board to review. Alan Stroppini reported that the committee will not be meeting until Spring of 2019 as they are now on winter recess.
- B. Budget & Finance Committee: The report was included in the Board packet for review. Joe Lasby reported that the committee has discussed hiring a landscape technician which may provide some savings to the association in the long run in irrigation repairs and other landscaping costs.
- C. Facilities Committee: A report was included in the Board packet for review. No action required.



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- D. Sierra Canyon Voice Committee: A report was included in the Board packets for the Board to review. Sue Whitaker announced that there will be a meeting on November 28, 2018 at 8:00AM
- E. Website Committee: A report was included as a standalone document for review. No action required.
- F. Management Report: A report was included in the Board packet for review. No action required.
- G. Maintenance Report: A report was included in the Board packet for review. No action required.
- H. Legal Update on Drainage and Lodge: Loren Farell reported that the Board met with legal counsel to discuss the Chapter 40 litigation regarding rockery walls and the drainage issues in villages 11-15. At this time there is no update to provide to the membership
- I. President's Report: Loren Farell provided the President's report which was also included in the Board packet for review. No action required.

REVIEW OF FINANCIAL REPORT

- A. Treasurer's Report: Ray Lee reported that the proposed 2019 budget and notice of the budget ratification meeting has been mailed out to the membership. In regards to the financials, as of September 30, 2018 the balance in the operating account is \$187,600 with an unencumbered cash balance of \$93k, which is approximately thirty-days of pre-paid assessments. The reserve balance is \$958,300. In the past months, it was reported that there was a reserve balance of 1.1 million, however the dehumidifier expense had not reflected on those sets of financial statements. Ray Lee also reported that there is a \$20k variance currently showing on the September financials under the payroll line item. This was an error and the Association will be reimbursed by the management company. The correction will reflect on the November 2018 set of financial statements. With the \$20k variance there is still an operating surplus of \$27k.
- B. YTD Financial Statements: The Board reviewed the September 2018 financials.
MOTION: Ray Lee moved to approve the YTD September 2018 financial statements subject to the \$20k payroll discrepancy being corrected and year-end audit. Steve Guderian seconded. Tom Hedger opposed. Motion carried.

UNFINISHED BUSINESS

- A. Committee Charter Template: Management reported that the charter template has not yet been sent for review by legal counsel.
MOTION: Loren Farell moved to table this item until the next Board meeting. Dale Stephens seconded. Motion carried unanimously.
- B. Canyon Vista Living Contract: The Board reviewed the contract along with a list of contract highlights drafted by management.
MOTION: Steve Guderian moved to have management re-write the contract so that the contract is more beneficial to the Association and to include a thirty-day, no cause termination clause by either party. Ray Lee seconded. Motion carried unanimously.
- C. Tree Mapping Bid Update: Management recommended removal of this agenda item until further notice.
MOTION: Ray Lee moved to remove the item from the agenda. Dale Stephens seconded. Motion carried unanimously.



- D. Fuel Reduction Bid Update: Reno Green provided a proposal for fuel reduction on the common area right below the Lodge. The proposal included a 6 – 8-person crew, 40-hours p/week, 2-weeks with a chipper for \$23,840 (6-person) or \$31,200 (8-person).
MOTION: Loren Farell moved to table this item for 1-month to gather additional information from Reno Green as to how much ground they will be able to cover, as well as, obtain information regarding other fuel reduction avenues such as utilizing sheep/goats, inmates, etc. Dale Stephens seconded. Motion carried unanimously.
- E. Irrigation Mapping Bid Ratification: Management announced that this item was mistakenly removed from the October agenda and action was taken to accept the \$10,000 bid from Reno Green. Along with the unanimous written consent form that the board signed, they must ratify last month's action during this meeting.
MOTION: Steve Guderian moved to ratify the approval of the \$10,000 bid. Ray Lee seconded. Motion carried unanimously.
- F. Lodge Landscaping Lighting Update: Darren Null reported that he has changed out the street light bulbs and replaced them with LED bulbs. He also installed Ballard lights along the walkway near the tennis courts which should help to increase the lighting in that area.
- G. Firefly Court Common Area Drainage: Seth Padovan reported that he went to inspect the areas around Firefly Court which had been reported to have drainage issues and erosion. In his findings, he did not see any visible signs of erosion or drainage issues, however, he did state that he has not been out there during a heavy rain.

NEW BUSINESS

- A. Common Area Drainage: Cricketwood, Dutch Hollow, & between Callaway/Somerset Ridge: Seth Padovan provided two bids for drainage and erosion control improvements in the common areas specified in the agenda item. Bids; 1) EPS - \$27,236.25, 2) NV Environmental - \$26,425. Management asked Seth if he had a preference going with one company over the other since the difference in cost was negligible. Loren Farell asked if NV Environmental had performed work in Sierra Canyon. Seth advised that he did not believe so, however they have worked in SOA and did good work.
MOTION: Loren Farell moved to accept the bid from NV Environmental. Dale Stephens seconded. Motion carried unanimously.
- B. Homeowner Request to Install Rock in Common Area: The Board reviewed a homeowner's request to install rock behind his home on Cricketwood at his own expense. The rock would be identical to the existing rock, the installation would be to extend the existing rock to cover the area behind his home as it was not originally done by the developer. The company that the homeowner has chosen is Summer Scape who is charging \$1,741.
MOTION: Dale Stephens moved to approve the request. Ray Lee seconded. Steve Guderian opposed. Motion carried.
- C. Lodge Exterior Security Camera Coverage Bids: The Board opened and reviewed two bids; 1) Avier - \$6,514 2) All Pro - \$ 4,978.45.
MOTION: Loren Farell moved to accept the bid from All Pro. Dale Stephens seconded. Motion carried unanimously.



- D. Locker Room Modifications: Darren Null reported that he solicited bids from seven companies, however, only one company provided a bid. The Board opened and reviewed the bid; Donovan Contracting - \$33,958.
MOTION: Dale Stephens moved to accept the bid. Suzanne Flynn seconded. Motion carried unanimously.
- E. Common Area Trail Maintenance Bids: The Board opened and reviewed two bids to perform maintenance to the erosion of the common area trails; 1) Reliable Landscape - \$27,000 2) Reno Green - \$40 per man hour, \$55 per overtime man hour, Materials cost plus 20% handling fee.
MOTION: Ray Lee moved to accept the bid provided by Reliable Landscape. Tom Hedger seconded. Motion carried unanimously.
- F. Reno Green Kenton Trail Bid: The Board opened and reviewed a bid provided by Reno Green to replace one hundred thirty-eight dead junipers in the common area mow strip on Kenton Trail - \$5,222. The work will be performed in spring.
MOTION: Steve Guderian moved to accept the bid. Loren Farell seconded. Motion carried unanimously.
- G. North Monument Bids: The Board opened and reviewed two bids to repair the Sierra Canyon North Monument, 1) Donovan Contracting - \$49,287.60 2) Avilla Construction - \$73,000.
MOTION: Dale Stephens moved to tentatively approve the bid from Donovan Contracting, for work to commence in Spring of 2019. The item should be removed from the agenda until that time. Suzanne Flynn seconded. Motion carried unanimously.
- H. Bylaw Amendment Adoption: The Board has reviewed the attorney draft of the Bylaw amendments.
MOTION: Suzanne Flynn moved to adopt the amended Bylaws. Dale Stephens seconded. Steve Guderian abstained. Motion carried.
- I. Election Policy & Procedure Adoption: The Board reviewed the policy. Management recommended adopting the Policy, less citing the specific sections of NRS so that in the event that NRS makes any future changes and/ amendments, the document does not need to be redrafted.
MOTION: Ray Lee moved to adopt the policy with the modification that the NRS116 statutes be removed. Dale Stephens seconded. Motion carried unanimously.
- J. New Group Applications: The Board reviewed an application for a group to hold spiritual services.
MOTION: Loren Farell moved to table this item in order to obtain a legal opinion on the purpose the group is wanting to be formed. Steve Guderian seconded. Motion carried unanimously.
- K. Aspen Lodge Holiday Closures: Management presented the Board with a list of proposed holiday closure and early closure dates; Closed: Thanksgiving, December 25th, and New Year's Day, Close early: December 7th at 7PM and December 24th at 4PM. Also, to close at 6PM on New Year's Eve, however, the Lodge will be accessible with personnel present for the NYE's party which goes until 9PM.
MOTION: Suzanne Flynn moved to accept all of the proposed dates and times presented. Tom Hedger seconded. Motion carried unanimously.
- L. SOA's AGC/SC's ARC Update: Loren Farell announced that he would like to send a letter of dissatisfaction and discontent on behalf of Sierra Canyon to Somerset regarding the Somerset Board approving the revocation of the architectural review committee's authority.
MOTION: Alan Stroppini moved sending the letter. Ray Lee seconded. Motion carried unanimously.



- M. SOA's CSC Involvement with Sierra Canyon: Steve Guderian announced that he recently learned that the CSC was reviewing all of Sierra Canyon's violations. He does not believe this to be in compliance with the law as review of **all** violations should be performed by the Board with the committee only holding hearings and assessing fines when applicable. The CSC's review on Sierra Canyon violations has ceased at this point.

Steve Guderian, as a current SOA Board Member, exited the room to recuse himself from any information and vote resulting in discussion of this item.

- N. SOA's Rockery Wall Conflict: Loren Farell stated that there is currently a member who sits on the Somersett Board who is married to the CFO of the development company that is currently a defendant in a Somerset lawsuit. Though the Board member may be in compliance with the law, Loren Farell does not feel that by the board member recusing himself from all business pertaining to the rockery walls and litigation is suffice.

MOTION: Loren Farell suggested that a letter of discontent on behalf of Sierra Canyon be sent to the Somersett Board. Suzanne Flynn seconded. Ray Lee and Tom Hedger opposed. Motion carried.

Steve Guderian returned to the meeting.

- O. Committee Member Appointments: The Board reviewed three applications for the facilities committee, 1) Val Sutter 2) Ray Haderlie 3) Dean Nishimura.

MOTION: Dale Stephens moved to appoint all three members to the Facilities Committee. Steve Guderian seconded. Loren Farell opposed. Motion carried.

- P. Management Bids: The Board opened and reviewed five bids; 1) Grand Manors - \$3,336/month with a \$1,345 administrative fee, a onetime set up fee of \$2,500, and a collection fee of \$896.88 2) Associa - \$4,545/month with a \$6,000 set up fee 3) EBMC - \$5,560/month 4) Terra West - \$5,051/month 5) FirstService Residential - \$2.75 per door.

MOTION: Ray Lee moved to table this item to allow the Board time to review and compare the bids. Dale Stephens seconded. Motion carried unanimously.

- Q. Facilities Committee Projects – Dale Stephens announced that the committee has put the vestibule project off until a later date. There have been discussions pertaining to closing the library in by adding additional walls, and expanding the management and maintenance offices.

- R. Reno Green Irrigation Mapping Addendum: Management reported that Reno Green provided an addendum to include mapping $\frac{3}{4}$ " lines. With the addendum the previous amount approved would be void and the project would be done on a Time and Materials (T&M) basis. Management recommenced that the Board not accept the addendum and remain with the original bid.

MOTION: Steve Guderian moved to not accept the addendum. Ray Lee seconded. Motion carried unanimously.

- S. Insurance Policy Bids: Multiple companies were solicited to bid, however, management has only received two bids so far.

MOTION: Loren Farell moved to table this item to allow the insurance companies additional time to submit their bids. Dale Stephens seconded. Motion carried unanimously.



HOMEOWNER FORUM

Open comments on any items

Nancy Chontos reported that she was included on three surveys that went out to the membership. There was discussion amongst the membership regarding the fact that the results of those surveys were not sent out to the membership for review. It appeared to the members that the Board did not get the answers that they wanted and hence did not publish their findings. She suggested that the results be sent out since the homeowners took the time to send in their input and it would be nice to know what those results are.

Don Lang applauded the Board for their motion to approve the holiday closures as he believes it is important to keep employees happy. He suggested that "Christmas" should be listed as a secular holiday.

Deana Moore announced that she does not understand why the Sierra Canyon homeowners have to pay the same amount as the Somerset homeowners for the special assessment.

Tom Burney stated that he has noticed areas in Somerset that are currently still being built out. He asked if the developer has to pay the assessment as well. *Ray Lee informed the homeowner that once the first home in the new development is sold, the developer will then have to pay the special assessment for all the planned lots whether they have been built or not.*

Cyril Korte stated that he does not have a clear understanding of what the special assessment is for. *Loren Farrell informed him that the assessment is for rockery wall repairs in Somerset. The repairs have been paid for out of the reserve account which has now fell to a seven percent funded rate. The assessment will help to replenish the reserve account.*

BOARD MEMBER REQUEST FOR FUTURE AGENDA ITEMS

None at this time.

NEXT MEETING DATE – Wednesday, November 28, 2018 at 10AM

ADJOURNMENT

Loren Farrell moved to adjourn at 8:15PM. Dale Stephens seconded. Motion carried unanimously.

Respectfully Submitted for Board review and Approval:

APPROVED,

Board Member



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