



**Sierra Canyon Association**  
BOARD OF DIRECTOR'S MEETING PACKET

# Board of Director's Meeting Package

Wednesday, October 12<sup>th</sup>, 2016  
5:30 PM ~ Aspen Lodge

**Karen Brown**, *DCAL, CMCA, AMS, PCAM*

**Supervising Community Manager**

O: 775-624-2900 ■

**Kathleen Hall**

**Assistant Community Manager**

O: 775-624-2900

**Melissa Ramsey**, *CMCA, AMS, PCAM, CPO*

**Vice-President, Northern Nevada Community & Lifestyle Services**

O: 775-337-2700 ext 11317 ■



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## I. CALL TO ORDER/ESTABLISHMENT OF QUORUM

**II. HOMEOWNER FORUM** ~ *THIS PORTION OF THE MEETING IS DEVOTED TO UNIT OWNERS' COMMENTS AND DISCUSSION OF THOSE ITEMS LISTED **ON THE AGENDA ONLY**. PLEASE LIMIT COMMENTS TO A MAXIMUM OF 3 MINUTES PER UNIT. THE BOARD WILL NOT TAKE ACTION ON ITEMS DISCUSSED DURING HOMEOWNER OPEN FORUM. IF YOU ARE UNABLE TO ATTEND THE MEETING, PLEASE SUBMIT YOUR QUESTIONS/CONCERNS TO FIRSTSERVICE RESIDENTIAL IN WRITING FOR THE BOARD OF DIRECTORS TO REVIEW.*

***NO WRITTEN SUBMITTALS AT THIS TIME***



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### **III. APPROVAL OF MINUTES**

A. September 14<sup>th</sup>, 2016 Board of Director's Meeting

**Action Required:** Review/Motion

### **IV. FINANCIALS**

A. Treasurer's Report

**Action Required:** Review Only

B. Current Year to Date Financial Statements  
August 2016

**Action Required:** Review/Motion



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## V. REPORTS

### A. Architectural Review Committee

**Action Required:** Review/Motion

- 1) Privacy Fence Stain – Recommendations from ARC
- 2) Mow Strip Vegetation – Recommendations from ARC
- 3) Mow Strip Ground Cover – Recommendations from ARC

### B. Budget and Finance Committee

**Action Required:** Review/Motion

2017 Operating & Reserve Budget Recommendations

### C. Facilities Committee

**Action Required:** Review/Motion

### D. Maintenance Supervisor

- 1) Pool Roof repairs/De-humidifier update
- 2) HVAC Tahoe/Sierra Rooms – Condensing units
- 3) Rockery Walls – Inspection of

Review/Update

### E. Fitness Coordinator

Review/Update

### F. Community Manager

- 1) Monthly Activity Report – August

Review/Update

### G. Landscape Report

Review/Update



## **VI. UNFINISHED BUSINESS**

- A. Common Area Turnover – Villages 13 & 15  
Updated Punch List from Padovan Engineering  
**Action Required: Review/Motion**
  
- B. Somerset Traffic Ad Hoc Working Group - Update  
**Action Required: Review/Motion**
  
- E. Website Communications Committee – Update  
Establishment of & Charter Change  
**Action Required: Review/Motion**
  
- D. Board Meeting – December 14<sup>th</sup> – Cancellation of  
**Action Required: Review/Motion**



## VII. NEW BUSINESS

- A. Collection Policy – Review of current policy  
**Action Required:** Review/Motion
- B. 2017 Operating & Reserve Budgets  
**Action Required:** Review/Motion
- C. Elevator Maintenance Contract – Sealed bids  
**Action Required:** Review/Motion
- D. Pyramid Mechanical – HVAC repairs – Proposals  
**Action Required:** Review/Motion
- E. Bullying/Harassment Resolution – NRS 116.31184  
**Action Required:** Review/Motion
- F. Nominating Committee – Appointment of  
*Candidate Night – Dates*  
**Action Required:** Review/Motion
- G. P.U.D. (Planned unit development) Changes  
*Process of*  
**Action Required:** Review/Motion



## VIII. LEGAL

A. *None at this time*

**Action Required:** Review/Motion

## IX. BOARD MEMBER REQUEST FOR FUTURE AGENDA ITEMS

## X. HOMEOWNER FORUM

*In accordance with NRS116.31083 this portion of the meeting is devoted to unit owners' comments and discussion. Except in emergencies, no action may be taken upon a matter raised under this item on the agenda until the matter itself has been specifically included on an agenda as an item upon which action may be taken. Limited to three (3) minutes per property.*

- 1) Pam McNeil – Planning Commission Meeting & Toll Brothers Project – Outside north entrance of SCN



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## **XI. NEXT MEETING DATE**

**A. Member's 2017 Budget Ratification Meeting**

November 9<sup>th</sup>, 2016 – 5:30pm at the Aspen Lodge

**B. Board of Director's Meeting**

November 9<sup>th</sup>, 2016 – Immediately after the Budget  
Ratification Meeting at the Aspen Lodge

**Action Required:** Review Only

## **XII. ADJOURNMENT**



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