

**FAIRWAYS AT FIELDCREEK HOMEOWNERS ASSOCIATION**  
**Board of Directors Meeting Minutes**  
**January 22nd, 2015 – Approved March 30, 2015**  
**Terra West Management Services**  
**10651 Professional Circle, Suite A**  
**Reno, NV 89521**

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**Board Members Present**

|             |             |               |             |
|-------------|-------------|---------------|-------------|
| Mike Vonada | - President | Kathy Braband | - Secretary |
| Lisa Martin | - Treasurer | Jim Beach     | - Director  |

**Board Members Absent**

Gary Fornfeist - Vice President

**Others Present**

Holly Bullock, CAM  
Supervising Community Manager

Terra West Management Services

**Owners Present**

There were seven (7) homeowners in attendance. Sign in sheet on file.

*In accordance with NRS116 requirements the meeting is being recorded.*

*Note: Before and after this meeting the Board met in Executive Session to review delinquencies, violations & legal issues.*

- I. **Establishment of Quorum and Call to Order**  
A quorum was established with four of five Board Members' in attendance. The meeting was called to order at 5:30 pm by Board President, Mike Vonada.
- II. **Homeowners' Forum regarding agenda items:**  
There were no homeowner comments made at this time.
- III. **Approval of Meeting Minutes**
  - A. **November 10<sup>th</sup>, 2014 Board Minutes – Motion was made by** L. Martin and duly seconded by J. Beach to approve the November minutes as presented.  
**Motion carried unanimously.**
  - B. **November 10<sup>th</sup>, 2014 Budget Ratification & Organizational Minutes – Motion was made by** L. Martin and duly seconded by J. Beach to approve the minutes as presented.  
**Motion carried unanimously.**
  - C. **November 10<sup>th</sup>, 2014 Annual Meeting Minutes –** The Board noted for content, the minutes were fine. These will be reviewed and approved at the 2015 Annual Membership meeting.
  - D. **November 24<sup>th</sup>, 2014 Board Minutes – Motion was made by** L. Martin and duly seconded by J. Beach to approve the November minutes as presented.  
**Motion carried unanimously.**
- IV. **Review of Financial Reports**
  - A. **Current Financial Statements**  
**November 2014 Financials –** L. Martin reviewed the November and December financials.  
**Motion was made by** L. Martin and duly seconded by K. Braband to accept the November and December 2014 financials as presented.  
**Motion carried unanimously.**

*NOTE:* In accordance with NRS116.31083 the Board has fulfilled their fiduciary responsibility in reviewing the current financial statements.

*NOTE* In accordance with NRS116.3115 (2.b) the association is not using the reserve funds for daily maintenance items of the association.

V. **Committee Reports:**

- A. **ARC Report** – L. Martin reported there was one submittal since the last Board Meeting however since it wasn't completed within 90 days, the owners will need to resubmit.

M. Vonada commented on the Board Member training class that the Board attended at Terra West Management's office and noted that they learned that set committees may have a voting board member on the Committee. He noted that L. Martin has served as the non-voting liaison for the Committee to the Board, this will be amended to be corrected. M. Vonada asked Rick Martin to bring this to the Committee's attention and to come back to the Board with a proposal for a new committee member to be assigned.

VI. **Unfinished Business -**

- A. **Secondary Access Road (off Springer Court)** – M. Vonada noted that this had been checked out and it is the Association's responsibility to maintain. Management questioned this based on checking the Washoe County Assessor's site. L. Martin noted the title company did locate the documentation on this. M. Vonada noted this would be confirmed and there is maintenance on the road that needs to be addressed for the large cracks in the street. This will be agendaized for the next meeting.

B. **Retention Pond & Drain Cleaning -**

M. Vonada noted this has been a concern, the drain is cleaned now due to an owner draining off their pool, and the partial blockage in the line was washed out. The retention pond does need cleaning. M. Vonada noted this should be addressed after the winter weather. He noted he'd like an engineer to look at this to address silt buildup on the bottom of the pond.

VII. **New Business**

A. **New Bank Accounts – Mutual of Omaha –**

**Motion made by** L. Martin and duly seconded by K. Braband to transfer the accounts from Heritage Bank to Mutual of Omaha. **Motion carried unanimously.**

B. **Receivership – 1255 Springer -**

Management noted that she's been waiting for Gayle to contact her to sign the necessary forms to update the information from Joele at Equus to current management.

C. **Anti-Bullying Resolution**

Discussion was held regarding the implementation of the Anti-Bullying legislation into NRS116 (116.31184).

**Motion was made by** L. Martin and duly seconded by J. Beach to approve the Anti-Bullying Resolution. **Motion carried unanimously.**

D. **Speeding Resolution –**

Discussion was held regarding speeding issues in the community despite the installation of the new signs in the community there continues to be an issue with drivers. The Board provided input on this issue and opened the floor to comments by the owners.

Comments made by several members referred to speed bumps; cameras; children playing in the front yards; reckless driving deemed to be 20 miles over the speed limit; liability for the HOA; delivery services (i.e. UPS, FedEx, etc). The Board noted a proactive stance was needed to address this issue. The Board reviewed the language in the draft prepared by counsel and addressed several corrections. Board members asked questions about the Resolution and enforcement.

**Motion was made by** L. Martin and duly seconded by J. Beach to approve the Speeding Resolution. **Motion carried unanimously.**

**E. J & R Lawn Snow Removal Contract –**

**Motion was made by** L. Martin and duly seconded by J. Beach to approve the Snow Removal contract. **Motion carried unanimously.**

**F. Landscape Lighting at Entry –**

Discussion was held regarding the electrical service at the gates. M. Vonada noted there were issues with the gate motors and electrical wiring. He noted he reviewed this with an electrician and repairs were needed before consideration can be given to installing the lighting in the common area along the street. Bids will be requested for the project and reviewed at the next meeting.

**G. Street Sweeping Proposals-**

Review was postponed to the next Board meeting.

**H. Maintenance Projects (Street Sealing)–**

Discussed under Community Events

**I. Community Events -**

The Board reviewed and discussed the events to take place:

***Spring Cleanup:***

4/25 – 4/26

Dumpster Delivery: 4/24

Dumpster Removal 4/27

Street Sweeping 4/28

Hydrant Clean-up / Painting (during clean up on 4/25 or 4/26)

***Fall clean up:***

10/17-10/18

Dumpster Delivery: 10/16

Dumpster Removal 10/19

Street Sweeping 10/20

**J. 2015 Board Meeting Schedule –**

The Board reviewed and discussed dates for their Board Meetings. At this time, the dates were set for 3/30, 6/29, 10/5 and 11/9 for Annual and Budget Ratification.

A short discussion was held regarding the Neighborhood Block Party. M. Vonada noted it didn't receive much participation; the consensus was to scrape the Block Party and do a Holiday Party. L. Martin noted this would need to be checked with the Fornfeist' s to see if they'd be willing to host the event again.

Discussion was held on the street resealing work. Management suggested that the bids be reviewed in June and work scheduled for September.

Dates for the street resealing and Holiday Party will be scheduled at a later date.

**K. Next Agenda – Items for discussion -**

Discussion was held on items needing to be placed on the next agenda for discussion. No further items were noted at this time.

**VIII. Homeowners Forum**

- Owner discussed a home under construction and the landscaping that is common area and the home's landscaping. L. Martin noted the owners are aware of their lot size and stated they had until November to complete.
- Owner commented the gates were open on the weekends and he'd like to see the gates closed to keep solicitors out of the community. He suggested the Board consider closing the gates on Saturday. Discussion ensued regarding gate codes and the Board agreed the gates would be closed on the weekends and opened from 6:30 to 3:00 p.m. during the week. Management requested direction from the Board to advise the owners of the changes to the gate schedule.
- Owner noted the gate directory screen was fried again. You can only review bits of it. Management noted that she would advise Tholl Fence to check this.
- Owner commented about pedestrians walking in the community and suggested that gates be installed. M. Vonada noted the split rail fence was down and kids were walking over the creek on a plank.
- Owner commented about a dog being let off the leash on an owner's property.
- L. Martin noted that website renewal was coming due and Jeff Houston would pay for it and request reimbursement. M. Vonada noted folks should check out the website as it is wonderfully done. Thanks were extended to Jeff for all his work!

**XIII. Adjournment**

With no further business to be discussed, K. Braband moved to adjourn, seconded by L. Martin. The meeting was adjourned at 7:05 pm.

Respectfully submitted by:

Approved by:

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 Holly Bullock, Supervising Community Manager  
 Terra West Management Services

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 Fairways At Fieldcreek HOA  
 Board Member