

**THE FAIRWAYS AT FIELDCREEK RANCH  
HOMEOWNERS ASSOCIATION**

**“A Common Interest Community”**

**Homeowners 2012 Budget Ratification Meeting & Board of Directors Meeting  
Meetings will follow in succession.....**

**At**

**A`La Carte Association Management, LLC  
1575 Delucchi Lane, Suite 115/22, Reno, NV 89502**

**November 28, 2011 at 12 Noon**

**AGENDA**

**12 Noon - Call Meeting to Order**

**Open Discussion**

[A period devoted to comments by the unit's owners and discussion of those **comments must be limited to items listed on the agenda** in accordance with NRS116 – limited to two [2] minutes per property. The owner who wishes to speak will step forward toward the microphone and will not be interrupted.]

**Business Meeting**

**Homeowner Ratification of 2012 Board Approved Budget**

**Action/Discussion**

[In accordance with NRS116 & NAC116 the Association's 2012 Budget will be **RATIFIED** by the members unless more than a majority of all unit owners vote to **REJECT** the budget.]

**Open Discussion**

[A period devoted to comments by units' owners and discussion of those **comments** in accordance with NRS116 – limited to two [2] minutes per property. The owner who wishes to speak will step forward toward the microphone and will not be interrupted.]

**Adjournment -** All homeowners have the right to have a copy/summary or audio tape of the minutes upon request and upon payment to the association of the cost (NRS 116.3108).

**Board of Directors Meeting - Call Meeting to Order – Roll Call**

**Open Discussion**

[A period devoted to comments by the unit's owners and discussion of those **comments must be limited to items listed on the agenda** in accordance with NRS116 – limited to two [2] minutes per property. The owner who wishes to speak will step forward toward the microphone and will not be interrupted.]

**Business Meeting** [Comments, Discussion & Voting are limited to the Board.]

- **Approval of Minutes – November 8, 2011**

**Action/Discussion**

- **Review and Approval of Fidelity Insurance** [as required by NRS116]

**Action/Discussion**

- \$767 additional annual premium to add \$348,360 of fidelity coverage to existing policy as required by NRS116 effective January 1, 2012.

- **Architectural Committee Appointments**

**Action/Discussion**

[A period devoted to comments by units' owners and discussion of those **comments** in accordance with NRS116 – limited to two [2] minutes per property. The owner who wishes to speak will step forward toward the microphone and will not be interrupted.]

**Adjournment-** All homeowners have the right to have a copy/summary or audio tape of the minutes upon request and upon payment to the association of the cost (NRS 116.3108).

**Professionally Managed by: A`La Carte Association Management, LLC  
1575 Delucchi Lane, Suite 115/22 • Reno • NV • 89502  
(775) 824-0777 • (775) 824-0778 Fax  
[sharon@alacartemanagement.com](mailto:sharon@alacartemanagement.com)**

# The Fairways at Fieldcreek Ranch

“A Common Interest Community”

## SUBMITTAL FOR THE SPEED REDUCTION COMMITTEE

**Dear Fairways Homeowner:**

The Board of Directors is seeking volunteers to review options for the reduction of speeding within the Community. The Committee Chair is Russell Squelch.

If you are interested in joining this committee, **please complete this form and mail or email to A La Carte at the addresses below.**

*To be completed and signed by the Volunteer.*

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Numbers: \_\_\_\_\_

Home Phone

Work Phone

Fax

Cellular

E-Mail: \_\_\_\_\_

Please describe your qualifications, skills, and/or knowledge that you feel will be beneficial to the position: [200 words or less]

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Each person who chooses to volunteer for an appointment to the Speed Reduction Committee shall support the governing documents of the Association.

**By placing my signature below, I confirm that I am submitting a volunteer application to serve as a member of the Speed Reduction Committee of The Fairways at Fieldcreek Ranch.**

**Signature**

**Date**

The Fairways at Fieldcreek Ranch  
c/o A`La Carte, 1575 Delucchi Lane, Suite 115/22, Reno, NV 89502  
775.824.0777 - 775.824.0778 FAX  
[Sharon@alacartemanagement.com](mailto:Sharon@alacartemanagement.com)

# The Fairways at Fieldcreek Ranch

“A Common Interest Community”

## CANDIDATE/Volunteer SUBMITTAL FOR THE ARC

**Dear Fairways Homeowner:**

The Board of Directors is seeking volunteers for appointment to the **Architectural Review Committee [ARC]**.

If you are interested in being appointed to the ARC, **please complete this form and mail or email to A La Carte at the addresses below.**

*To be completed and signed by Candidate/Volunteer*

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Numbers: \_\_\_\_\_

Home Phone

Work Phone

Fax

Cellular

E-Mail: \_\_\_\_\_

Please describe your qualifications, skills, and/or knowledge that you feel will be beneficial to the position: [200 words or less]

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Each person who chooses volunteer for an appointment to the ARC shall support the governing documents of the Association.

**By placing my signature below, I confirm that I am submitting a candidate/volunteer application for consideration of appointment by the Board of Directors to serve as a member of the Architectural Review Committee of The Fairways at Fieldcreek Ranch.**

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**Signature**

**Date**

The Fairways at Fieldcreek Ranch  
c/o A`La Carte, 1575 Delucchi Lane, Suite 115/22, Reno, NV 89502  
775.824.0777 - 775.824.0778 FAX  
[Sharon@alacartemanagement.com](mailto:Sharon@alacartemanagement.com)

# THE FAIRWAYS AT FIELDCREEK RANCH HOMEOWNERS ASSOCIATION

## “A Common Interest Community” Budget and Reserve Study Statement

The budget for the Association is attached and includes the estimated annual operating revenue and expenditures, and the reserve account contributions and expenditures for the Association. The Association’s Board of Directors recommend the 2012 Association Assessments remain at \$325 per member per quarter.

The Association also incorporates into the Budget the Reserve Study [November 5, 2010 for 2011] prepared by Resource Building Consultants. This study includes the current estimated replacement costs, estimated remaining life, and estimated useful life of each major component of the common elements. Nevada Revised Statutes [NRS] requires the executive board of an Association to have a reserve study prepared at least once every five [5] years, review the results of the reserve study at least annually, and make any adjustments it deems necessary to maintain the required reserves. A copy of the Reserve Study is available for review at the Association’s office and additional copies of the Reserve Study will be provided upon request.

A Reserve Study is a compilation and evaluation of the Association’s major components such as roads, sewers, common area maintenance and irrigation systems. Once the components are determined, the study estimates the age of the component, how long it can expect to remain serviceable, and what it will cost to replace it. The study then projects these figures in a thirty [30] year cash flow chart. The information is used to determine how much the association should collect each month to be deposited to a reserve account in order to have the money available to replace each component as needed.

Resource 1 BC [R1BC] is a professional in the business of preparing reserve studies for community associations. R1BC is familiar with construction practices, construction costs, and contracting practices in Nevada. Kenneth Rowan is a CAI certified Reserve Study Specialist. Ken has a State of Nevada Reserve Specialist Permit. Christine Rowan, Associate, is a CAI certified Reserve Study Specialist. Their office is located at 5955 Tyrone Road, #3, Reno, NV 89502. R1BC possesses combined reserve consulting and other related experience and is well equipped to provide superior analysis and quality service to their clients.

The Reserve Study estimates \$326,484 as the amount of cash reserves that are necessary at the end of the 2012 Budget Year, \$20,279 as the 2012 Projected Reserve Funding Amount, \$3,011 as the 2012 Projected Earned Interest, and \$260 as 2012 Projected Reserve Expenses. Member monthly reserve contribution is \$26. The Association’s 2012 Budget reflects the following information:

|   |              |
|---|--------------|
| Reserve Account Balance as of October 31, 2011            | \$296,837.00 |
| Projected 2011 Reserve Transfer                           | \$17,147.00  |
| Projected 2011 Interest                                   | \$624.00     |
| Projected 2011 Reserve Account Expenditures               | -\$10,250.00 |
| Projected Reserve Account Balance as of December 31, 2011 | \$304,358.00 |
| <br>  |              |
| Budgeted 2012 Transfers to the Reserve Account            | \$67,126.00  |
| Budgeted 2012 Interest Income – Reserve                   | \$3,000.00   |
| Budgeted 2012 Reserve Account Expenditures                | -\$48,000.00 |
| Budgeted Reserve Account Balance as of December 31, 2012  | \$326,484.00 |

The Board of Directors does not anticipate the levy of one or more special assessments to be necessary to repair, replace or restore any major component of the common elements or to provide adequate funding for the reserves designated for that purpose. The 2012 expenditures differ from the 2011 Reserve Study and the study will be updated in 2012 to represent these expenditures.

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## The Fairways at Fieldcreek Ranch Board Approved 2012 Budget

### Operating Income

|                                |                      |
|--------------------------------|----------------------|
| Quarterly Assessments          | \$ 84,500.00         |
| Estimated Uncollectables       | \$ (2,600.00)        |
| ARC Review Fees                | \$ -                 |
| Non-Compliance Fines           | \$ -                 |
| Gate Remote Sales              | \$ 300.00            |
| Contingency from Previous Year | <u>\$ 72,589.00</u>  |
| <b>Total Income</b>            | <b>\$ 154,789.00</b> |

### Operations Expenses

|  |                     |
|--|---------------------|
| State/Local Gov't Fees & Licenses      | \$ 25.00            |
| Review/Audit                           | \$ 1,750.00         |
| Management Contract                    | \$ 9,600.00         |
| Copying/Printing                       | \$ 1,100.00         |
| Assessment Coupons                     | \$ 250.00           |
| Postage                                | \$ 500.00           |
| Ombudsman Fee                          | \$ 195.00           |
| Insurance                              | \$ 1,800.00         |
| Legal                                  | \$ 5,000.00         |
| Income Tax Preparation                 | \$ 300.00           |
| Income Tax                             | \$ 750.00           |
| Reserve Study Update                   | \$ 250.00           |
| Electricity                            | \$ 700.00           |
| Telephone                              | \$ 600.00           |
| Box Storage                            | \$ 144.00           |
| Water                                  | \$ 1,100.00         |
| Street Sweeping                        | \$ 800.00           |
| Sewer Maintenance                      | \$ 4,000.00         |
| Snow Removal                           | \$ 1,500.00         |
| Gate Transmitters                      | \$ 500.00           |
| General Maintenance                    | \$ 500.00           |
| Landscape Contract                     | \$ 2,284.00         |
| Landscape/Irrig/Supply/Repair          | \$ 400.00           |
| Required Increase in Reserves for 2012 | <u>\$ 22,126.00</u> |
|  | \$ 56,174.00        |

### Contingency

|                            |                     |
|----------------------------|---------------------|
| Emergency Funding for 2013 | <u>\$ 53,615.00</u> |
|                            | \$ 109,789.00       |

### Reserve Expenses 2012

|                             |                      |
|-----------------------------|----------------------|
| Gate Repair                 | \$ 2,000.00          |
| Entrance Improvement        | \$ 45,000.00         |
| Collection Pond Maintenance | \$ 1,000.00          |
| Interest on CDs`            | <u>\$ (3,000.00)</u> |
| Total Reserve Expense       | \$ 45,000.00         |

Total Expense \$ 154,789.00

Excess Revenue from 2012 will carryover into 2012/2013

The Fairway at Fieldcreek Ranch  
Income vs. Expense 2011

| A       | B           | O                                 | P            | Q             | R             | S             | T            | U            | V            | W            | X             | Y            | Z            |
|---------|-------------|-----------------------------------|--------------|---------------|---------------|---------------|--------------|--------------|--------------|--------------|---------------|--------------|--------------|
| Account | Description | 2011 Budget                       | YTD 2011     | Jan-11        | Feb-11        | Mar-11        | Apr-11       | May-11       | Jun-11       | Jul-11       | Aug-11        | Sep-11       | Oct-11       |
| 1       | 1120        | Heritage Op/Checking Int 3315     |              | \$64,833.48   | \$44,711.09   | \$64,098.62   | \$71,175.64  | \$169,992.49 | \$175,393.75 | \$184,952.17 | \$184,237.63  | \$182,145.35 | \$190,167.95 |
| 2       | 1130        | Heritage RF Int 3330              |              | \$6,700.00    | \$36,700.00   | \$21,700.00   | \$22,700.00  | \$17,700.00  | \$17,700.00  | \$17,700.00  | \$4,200.00    | \$4,200.00   | \$4,200.00   |
| 3       | 1140        | Heritage Reserve Int 3325         |              | \$71,280.48   | \$65,833.11   | \$65,833.11   | \$65,833.11  | \$65,833.11  | \$65,833.11  | \$63,305.31  | \$63,305.31   | \$63,305.31  | \$63,305.31  |
| 4       | 1175        | Mutual of Omaha CAB               |              | \$101,340.06  | \$101,442.53  | \$101,637.85  | \$101,637.85 | \$101,737.31 | \$101,840.18 | \$101,939.84 | \$102,042.92  | \$102,146.10 | \$102,246.06 |
| 5       | 1180        | Mutual of Omaha Int 3240          |              | \$130,259.05  | \$130,382.26  | \$130,501.34  | \$130,501.34 | \$130,761.13 | \$130,893.35 | \$131,021.44 | \$131,153.93  | \$131,286.55 | \$131,286.55 |
| 6       | 1600        | Assessment Receivables            |              | \$16,715.30   | \$14,725.30   | \$14,612.30   | \$18,754.71  | \$14,385.30  | \$11,595.30  | \$16,813.30  | \$17,843.04   | \$16,854.04  | \$23,073.04  |
| 7       | 1799        | Other Assets/Owner Deposits       |              |               |               |               |              |              |              |              |               |              |              |
| 8       | 2040        | Accts Payable/Suspense Liability  |              |               |               |               | \$573.75     |              | (\$26.94)    |              | \$25.00       |              |              |
| 9       | 2050        | Prepaid Assessments               |              | \$10,871.85   | \$10,906.85   | \$16,211.85   | \$9,624.26   | \$12,056.85  | \$18,881.85  | \$7,691.85   | \$6,751.83    | \$8,651.83   | \$3,191.83   |
| 10      | 2090        | Transfer/Docs                     |              |               |               | \$350.00      | \$350.00     | \$350.00     | \$350.00     | \$350.00     | \$350.00      | \$350.00     | \$350.00     |
| 11      | 2415        | Operating Fund                    |              | \$71,533.48   | \$81,411.09   | \$85,798.62   | \$93,875.64  | \$187,692.49 | \$193,093.75 | \$202,652.17 | \$188,437.63  | \$186,345.35 | \$194,367.95 |
| 12      | 2410        | Suspense Liability                |              |               |               |               |              |              |              |              |               |              |              |
| 13      | 2425        | Reserve Fund                      |              | \$302,879.59  | \$297,657.90  | \$297,972.30  | \$297,972.30 | \$298,331.55 | \$298,566.64 | \$296,266.59 | \$296,502.16  | \$296,737.96 | \$296,837.92 |
| 14      | 2435        | Construction Deposit Refundable   |              | (\$13,500.00) | (\$15,000.00) | \$15,000.00   |              |              |              |              | (\$13,500.00) |              |              |
| 15      | 2480        | NET INCOME                        |              | \$120,899.19  |               |               |              |              |              |              |               |              |              |
| 16      | 2490        | Retained Operating Fund           |              |               |               |               |              |              |              |              |               |              |              |
| 17      | 3020        | Quarterly Assessments             | \$84,500.00  | \$86,599.76   | \$21,125.00   | (\$325.00)    | \$0.00       | \$20,800.00  | \$0.00       | \$0.00       | \$20,800.00   | \$0.00       | \$24,199.76  |
| 18      | 19          | Estimated Uncollectables          | (\$5,200.00) |               |               |               |              |              |              |              |               |              |              |
| 19      | 20          | NSF Charges                       |              | \$0.00        |               |               |              |              |              |              |               |              |              |
| 20      | 3080        | Doc/Transfer Fees                 |              | (\$350.00)    | (\$350.00)    |               |              |              |              |              |               |              |              |
| 21      | 3225        | ARC Review Fees                   | \$1,000.00   | \$300.00      |               |               | \$50.00      |              |              |              |               | \$250.00     |              |
| 22      | 3235        | Legal Settlement                  |              | \$0.00        |               |               |              |              |              |              |               |              |              |
| 23      | 3237        | Settlement HBO                    |              | \$100,000.00  |               |               |              | \$100,000.00 |              |              |               |              |              |
| 24      | 3240        | Interest Mutual of Omaha CDR 1    |              | \$1,008.37    | \$102.37      | \$102.47      | \$195.32     | \$99.46      | \$102.87     | \$99.66      | \$103.08      | \$103.18     | \$99.96      |
| 25      | 3245        | Default Settlement Fine/12900 SWR |              | \$0.00        |               |               |              |              |              |              |               |              |              |
| 26      | 3250        | Liens                             |              | \$0.00        |               |               |              |              |              |              |               |              |              |
| 27      | 3260        | Non-compliance Fine               |              | \$0.00        |               |               |              |              |              |              |               |              |              |
| 28      | 3305        | Interest Mutual of Omaha CDR 2    |              | \$1,159.09    | \$131.59      | \$123.21      | \$119.08     | \$259.79     | \$132.22     | \$128.09     | \$132.49      | \$132.62     |              |
| 29      | 3310        | Late Fees                         |              | \$1,085.00    | \$125.00      | \$130.00      | \$130.00     | \$175.00     | \$280.00     | \$35.00      | \$35.00       | \$105.00     | \$70.00      |
| 30      | 3315        | Interest Heritage OP              |              | \$0.00        |               |               |              |              |              |              |               |              |              |
| 31      | 3325        | Interest Heritage Reserve         |              | \$0.00        |               |               |              |              |              |              |               |              |              |
| 32      | 3335        | Construction Deposit Refundable   |              | (\$5,000.00)  |               |               |              | (\$5,000.00) |              |              |               |              |              |
| 33      | 3330        | Interest Heritage RF              |              | \$0.00        |               |               |              |              |              |              |               |              |              |
| 34      | 3336        | Landscape Deposit/Refundable      |              | \$1,000.00    |               |               |              | \$1,000.00   |              |              |               |              |              |
| 35      | 3340        | Insurance Settlement GATE         |              | \$0.00        |               |               |              |              |              |              |               |              |              |
| 36      |             | Subtotal                          | \$80,300.00  | \$185,802.22  |               |               |              |              |              |              |               |              |              |
| 37      | 6110        | State/local gov't fees & Licenses | \$25.00      | \$25.00       |               |               |              |              |              |              | \$25.00       |              |              |
| 38      | 6115        | ARC Expense                       |              | \$2,275.00    | \$25.00       |               |              |              |              |              |               | \$2,250.00   |              |
| 39      | 6120        | Bank Service Charge               |              | \$10.00       |               |               |              |              | \$10.00      |              |               |              |              |
| 40      | 6160        | Gate Repair                       |              | \$8,633.92    |               | \$5,447.37    |              | \$573.75     |              | \$2,527.80   | \$85.00       |              |              |
| 41      | 6165        | Gate Remotes                      |              | \$723.04      | \$220.84      |               | (\$82.00)    | \$402.03     | \$332.17     | (\$150.00)   |               |              |              |
| 42      |             | Main Gate Improvement             | \$5,000.00   | \$0.00        |               |               |              |              |              |              |               |              |              |
| 43      | 6125        | Review/Audit                      |              | \$1,750.00    | \$3,850.00    |               |              |              |              |              |               |              |              |
| 44      | 6180        | Management Contract Fee           | \$9,600.00   | \$7,875.00    | \$787.50      | \$787.50      | \$787.50     | \$787.50     | \$787.50     | \$787.50     | \$787.50      | \$787.50     | \$787.50     |
| 45      | 6182        | Extra Mgt Fees                    |              | \$0.00        |               |               |              |              |              |              |               |              |              |
| 46      | 6183        | Transfer/Docs Mgt.                |              | (\$200.00)    |               |               |              |              |              |              |               | (\$200.00)   |              |
| 47      | 6190        | Ombudsman/see 6110                | \$190.00     | \$195.00      |               |               |              |              |              |              | \$195.00      |              |              |
| 48      | 6200        | Insurance, Liability/D&O          | \$1,790.00   | \$1,799.00    |               |               |              |              |              |              |               | \$1,799.00   |              |
| 49      | 6210        | Legal                             | \$1,000.00   | \$3,191.64    |               |               | \$562.50     |              | \$2,629.14   |              |               |              |              |
| 50      | 6220        | Electricity                       | \$500.00     | \$521.28      | \$50.70       | \$53.04       | \$51.38      | \$54.05      | \$54.47      | \$52.11      | \$48.62       | \$50.25      | \$52.20      |
| 51      | 6230        | Telephone                         | \$500.00     | \$424.22      | \$41.75       | \$41.08       | \$42.96      | \$41.63      | \$41.01      | \$43.34      | \$44.07       | \$42.41      | \$42.63      |
| 52      | 6235        | File Storage                      | \$144.00     | \$90.00       | \$9.00        | \$9.00        | \$9.00       | \$9.00       | \$9.00       | \$9.00       | \$9.00        | \$9.00       | \$9.00       |
| 53      | 6250        | Water                             | \$1,000.00   | \$893.11      | \$44.32       | \$44.32       | \$49.42      | \$50.00      | \$44.32      | \$173.05     | \$149.35      | \$151.37     | \$186.96     |
| 54      | 6255        | Street Sweeping                   |              | \$800.00      | \$0.00        |               |              |              |              |              |               |              |              |
| 55      | 6183        | Sewer Maintenance                 | \$2,000.00   | \$0.00        |               |               |              |              |              |              |               |              |              |
| 56      | 6300        | Collection Pond                   | \$1,000.00   | \$0.00        |               |               |              |              |              |              |               |              |              |
| 57      | 6510        | Income Taxes                      | \$660.00     | \$785.00      |               |               |              | \$785.00     |              |              |               |              |              |
| 58      |             | Reserve Study                     | \$1,000.00   | \$895.00      |               | \$895.00      |              |              |              |              |               |              |              |
| 59      | 6920        | Copying/Printing                  | \$1,000.00   | \$792.45      | \$78.10       | \$119.65      | \$47.05      | \$32.35      | \$138.25     | \$62.65      | \$33.55       | \$126.85     | \$88.50      |
| 60      | 6925        | Assessment Coupon w/enr.          |              | \$250.00      | \$0.00        |               |              |              |              |              |               |              | \$65.50      |
| 61      | 6940        | Postage                           | \$500.00     | \$344.29      | \$32.12       | \$41.80       | \$6.16       | \$7.92       | \$53.68      | \$36.69      | \$2.84        | \$52.36      | \$65.08      |
| 62      | 6950        | Acct. Tax Prep                    | \$350.00     | \$295.00      |               |               |              | \$295.00     |              |              |               |              | \$45.64      |
| 63      | 7100        | Misc. Expense                     |              | \$0.00        |               |               |              |              |              |              |               |              |              |
| 64      | 8110        | General Maint. Landscape          | \$300.00     | \$0.00        |               |               |              |              |              |              |               |              |              |
| 65      | 8120        | Landscape Contract                | \$2,284.00   | \$1,996.00    | \$74.00       | \$74.00       | \$231.00     | \$231.00     | \$231.00     | \$231.00     | \$231.00      | \$231.00     | \$231.00     |
| 66      | 8140        | Landscape Irrg./Suppl./Repairs    | \$400.00     | \$272.08      |               |               |              |              | \$49.32      | \$26.94      | \$195.82      |              |              |
| 67      | 8135        | Snow Removal                      | \$1,000.00   | \$1,820.00    | \$250.00      | \$1,570.00    |              |              |              |              |               |              |              |
| 68      |             | Total Operating Expense           | \$33,043.00  | \$37,506.03   | \$1,613.33    | \$12,932.76   | \$1,142.47   | \$3,831.73   | \$1,691.40   | \$3,933.80   | \$3,711.32    | \$1,949.54   | \$5,276.28   |
| 69      | 6702        | Projected Reserve Transfer        | \$47,388.00  | \$17,147.00   |               |               |              |              |              |              |               |              | \$1,423.40   |
| 70      | 71          | Projected Reserve Interest        |              | \$624.00      |               |               |              |              |              |              |               |              |              |
| 71      | 6700        | Reserve Expense (estimated)       | \$18,000.00  | \$10,250.00   |               |               |              |              |              |              |               |              |              |
| 72      |             | Total Expense                     | \$80,431.00  | \$65,527.03   |               |               |              |              |              |              |               |              |              |
| 73      |             | Estimated YTD Income 2011         | \$80,300.00  | \$185,802.22  | \$21,133.96   | \$30.68       | \$444.40     | \$21,025.00  | \$100,639.25 | \$270.09     | \$21,062.75   | \$340.57     | \$555.80     |
| 74      |             | Budgeted Expenses 2011            | \$80,431.00  | \$64,903.03   | \$1,613.33    | \$12,932.76   | \$1,142.47   | \$3,831.73   | \$1,691.40   | \$3,933.80   | \$3,711.32    | \$1,949.54   | \$5,276.28   |
| 75      |             | NET INCOME                        | (\$131.00)   | \$120,899.19  | \$19,520.63   | (\$12,902.08) | (\$698.07)   | \$17,193.27  | \$98,947.85  | (\$3,663.71) | \$17,351.43   | (\$1,608.97) | \$22,876.32  |
| 76      |             |                                   |              |               |               |               |              |              |              |              |               |              |              |
| 77      |             |                                   |              |               |               |               |              |              |              |              |               |              |              |

Prepared by Resource1 BC

**Fairways at Fieldcreek Ranch HOA 2011 Without Access Road Funding Study Expenses by Calendar Year - Continued**

| Item Description   | 2031             | 2032         | 2033            | 2034           | 2035            | 2036            | 2037            | 2038         | 2039            | 2040            | 2041            |
|--|------------------|--------------|-----------------|----------------|-----------------|-----------------|-----------------|--------------|-----------------|-----------------|-----------------|
| <b>Reserve Category : Springer Court</b>                                   |                  |              |                 |                |                 |                 |                 |              |                 |                 |                 |
| Paving 1 inch AC Overlay   | \$78,937         |              |                 |                |                 |                 |                 |              |                 |                 |                 |
| Sturry Seal  |                  |              |                 |                | \$15,055        |                 |                 |              |                 | \$16,645        |                 |
| PCC Curbs with Gutters   | \$39,579         |              |                 |                |                 |                 |                 |              |                 |                 |                 |
| PCC Handicapped Ramp   | \$2,439          |              |                 |                |                 |                 |                 |              |                 |                 |                 |
| PCC Pad Fire Hydrant and Drains  | \$3,049          |              |                 |                |                 |                 |                 |              |                 |                 |                 |
| Fire Hydrant   |                  |              |                 |                |                 |                 |                 |              |                 |                 |                 |
| Fire Hydrant Painting  |                  |              |                 |                | \$83            |                 |                 |              |                 | \$91            |                 |
| Fence Post Metal with Signage  | \$152            |              |                 |                |                 |                 |                 |              |                 |                 |                 |
| Category Subtotal  | \$124,156        |              |                 |                | \$15,138        |                 |                 |              |                 | \$16,736        |                 |
| <b>Reserve Category : Reserve Studies</b>                                  |                  |              |                 |                |                 |                 |                 |              |                 |                 |                 |
| Reserve Study Estimate   | \$1,525          |              |                 |                |                 | \$1,686         |                 |              |                 |                 | \$1,864         |
| Reserve Study Update   | \$381            | \$389        | \$397           | \$405          | \$413           | \$421           | \$430           | \$439        | \$448           | \$457           | \$466           |
| Category Subtotal  | \$1,906          | \$389        | \$397           | \$405          | \$413           | \$2,107         | \$430           | \$439        | \$448           | \$457           | \$2,330         |
| <b>Reserve Category : Crackfill on Silver Wolf Road and Springer Court</b> |                  |              |                 |                |                 |                 |                 |              |                 |                 |                 |
| Paving Crackfill   | \$17,991         |              | \$18,728        |                | \$19,495        |                 | \$20,294        |              | \$21,126        |                 | \$21,992        |
| <b>Expense Totals :</b>  | <b>\$545,186</b> | <b>\$389</b> | <b>\$19,125</b> | <b>\$2,024</b> | <b>\$83,848</b> | <b>\$40,035</b> | <b>\$22,444</b> | <b>\$439</b> | <b>\$21,574</b> | <b>\$72,977</b> | <b>\$49,538</b> |

**Fairways at Fieldcreek Ranch HOA 2011 Without Access Road Funding Study Cash Flow Analysis**

| Calendar Year   | Annual Payment     | Annual Interest  | Salvage    | Annual Expenses    | Annual Income Tax | Net Reserve Funds | % Funded |
|-----------------|--------------------|------------------|------------|--------------------|-------------------|-------------------|----------|
| 2011            | \$20,279           | \$2,925          |            | \$13,315           | \$877             | \$304,358         | 175.0 %  |
| 2012            | \$20,279           | \$3,011          |            | \$260              | \$903             | \$326,484         | 166.9 %  |
| 2013            | \$20,279           | \$3,224          |            | \$13,860           | \$967             | \$335,159         | 145.3 %  |
| 2014            | \$20,279           | \$3,307          |            | \$271              | \$992             | \$357,482         | 141.4 %  |
| 2015            | \$20,279           | \$3,521          |            | \$56,111           | \$1,056           | \$324,115         | 112.2 %  |
| 2016            | \$20,279           | \$3,201          |            | \$27,919           | \$960             | \$318,715         | 117.4 %  |
| 2017            | \$26,960           | \$3,179          |            | \$13,869           | \$954             | \$334,031         | 118.0 %  |
| 2018            | \$26,960           | \$3,326          |            | \$294              | \$998             | \$363,026         | 117.3 %  |
| 2019            | \$26,960           | \$3,604          |            | \$15,635           | \$1,081           | \$376,873         | 107.8 %  |
| 2020            | \$26,960           | \$3,737          |            | \$47,614           | \$1,121           | \$358,835         | 95.7 %   |
| 2021            | \$26,960           | \$3,564          |            | \$21,228           | \$1,069           | \$367,062         | 99.3 %   |
| 2022            | \$31,733           | \$3,664          |            | \$1,591            | \$1,099           | \$399,770         | 102.2 %  |
| 2023            | \$31,733           | \$3,978          |            | \$15,645           | \$1,193           | \$418,642         | 96.8 %   |
| 2024            | \$31,733           | \$4,159          |            | \$331              | \$1,248           | \$452,956         | 98.3 %   |
| 2025            | \$31,733           | \$4,488          |            | \$69,943           | \$1,347           | \$417,888         | 82.8 %   |
| 2026            | \$31,733           | \$4,152          |            | \$32,750           | \$1,246           | \$419,777         | 87.5 %   |
| 2027            | \$49,394           | \$4,248          |            | \$16,954           | \$1,274           | \$455,191         | 92.3 %   |
| 2028            | \$49,394           | \$4,588          |            | \$1,794            | \$1,376           | \$506,001         | 96.7 %   |
| 2029            | \$49,394           | \$5,076          |            | \$17,648           | \$1,523           | \$541,300         | 95.2 %   |
| 2030            | \$49,394           | \$5,414          |            | \$58,204           | \$1,624           | \$536,279         | 89.6 %   |
| 2031            | \$49,394           | \$5,366          |            | \$545,186          | \$1,610           | \$44,243          | 7.5 %    |
| 2032            | \$58,659           | \$684            |            | \$389              | \$205             | \$102,992         | 101.0 %  |
| 2033            | \$58,659           | \$1,248          |            | \$19,125           | \$374             | \$143,400         | 89.7 %   |
| 2034            | \$58,659           | \$1,635          |            | \$2,024            | \$491             | \$201,180         | 100.8 %  |
| 2035            | \$58,659           | \$2,190          |            | \$83,848           | \$657             | \$177,525         | 69.0 %   |
| 2036            | \$58,659           | \$1,963          |            | \$40,035           | \$589             | \$197,524         | 84.3 %   |
| 2037            | \$58,790           | \$2,156          |            | \$22,444           | \$647             | \$235,379         | 91.8 %   |
| 2038            | \$58,790           | \$2,519          |            | \$439              | \$756             | \$295,494         | 99.5 %   |
| 2039            | \$58,790           | \$3,096          |            | \$21,574           | \$929             | \$334,878         | 93.0 %   |
| 2040            | \$58,790           | \$3,474          |            | \$72,977           | \$1,042           | \$323,124         | 80.2 %   |
| 2041            | \$58,790           | \$3,361          |            | \$49,538           | \$1,008           | \$334,729         | 88.1 %   |
| <b>Totals :</b> | <b>\$1,249,359</b> | <b>\$104,056</b> | <b>\$0</b> | <b>\$1,282,815</b> | <b>\$31,217</b>   |                   |          |

The cash distribution shown in this table applies to repair and replacement cash reserves only.

Basis of Funding Study

Cash reserves have been set to a minimum of \$0

Months Remaining in Calendar Year 2011: 12      Inflation = 2.01 %      Interest = 0.96 %

Study Life = 30 years      Initial Reserve Funds = \$295,346.00      Final Reserve Value = \$334,729.35

Annual Payments Held Constant for 5 years



**Fairways at Fieldcreek Ranch HOA 2011 Without Access Road Funding Study - Expenses by Item and by Calendar Year**

| Item Description                             | 2011    | 2012 | 2013    | 2014 | 2015     | 2016     | 2017 | 2018 | 2019    | 2020     | 2021    | 2022    | 2023 | 2024 | 2025     | 2026     | 2027 | 2028    | 2029 | 2030     |
|--|---------|------|---------|------|----------|----------|------|------|---------|----------|---------|---------|------|------|----------|----------|------|---------|------|----------|
| <b>Reserve Category : Entry</b>              |         |      |         |      |          |          |      |      |         |          |         |         |      |      |          |          |      |         |      |          |
| Pillars Rock Regrout                         |         |      |         |      |          |          |      |      |         |          |         |         |      |      |          |          |      |         |      |          |
| Lighting at Pillars                          |         |      |         |      |          |          |      |      |         |          | \$561   |         |      |      |          |          |      |         |      |          |
| Signage                                      |         |      |         |      |          |          |      |      |         |          |         |         |      |      |          |          |      |         |      |          |
| Lighting Signage                             |         |      |         |      |          |          |      |      |         |          | \$62    |         |      |      |          |          |      |         |      |          |
| Gate Key Pad                                 |         |      |         |      |          | \$1,692  |      |      |         |          |         |         |      |      |          | \$2,068  |      |         |      |          |
| Gate Motor and Equipment                     |         |      |         |      |          | \$22,561 |      |      |         |          |         |         |      |      |          | \$27,579 |      |         |      |          |
| Tubular Steel Gate Heavy Duty Powder Coated  |         |      |         |      |          |          |      |      |         |          |         |         |      |      |          |          |      |         |      |          |
| Tubular Steel Fence Heavy Duty Powder Coated |         |      |         |      |          |          |      |      |         |          |         |         |      |      |          |          |      |         |      |          |
| Electric Panel                               |         |      |         |      |          |          |      |      |         |          |         |         |      |      |          |          |      |         |      |          |
| Landscaping Allowance                        | \$1,020 |      |         |      |          | \$1,128  |      |      |         |          | \$1,247 |         |      |      |          | \$1,379  |      |         |      |          |
| Sprinkler Timing Station                     |         |      |         |      |          |          |      |      |         |          | \$312   |         |      |      |          |          |      |         |      |          |
| Sprinkler Control Box                        |         |      |         |      |          |          |      |      |         |          | \$312   |         |      |      |          |          |      |         |      |          |
| Back Flow Preventer                          |         |      |         |      |          |          |      |      |         |          | \$312   |         |      |      |          |          |      |         |      |          |
| Back Flow Preventer Bag                      |         |      |         |      |          |          |      |      |         |          | \$125   |         |      |      |          |          |      |         |      |          |
| Fence Split Three Rail Natural State         |         |      |         |      |          |          |      |      |         |          | \$2,020 |         |      |      |          |          |      |         |      |          |
| Category Subtotal                            | \$1,020 |      |         |      |          | \$25,381 |      |      |         |          | \$4,951 |         |      |      |          | \$31,026 |      |         |      |          |
| <b>Reserve Category : Silver Wolf Road</b>   |         |      |         |      |          |          |      |      |         |          |         |         |      |      |          |          |      |         |      |          |
| Paving 1 inch AC Overlay                     |         |      |         |      |          |          |      |      |         |          |         |         |      |      |          |          |      |         |      |          |
| Slurry Seal                                  |         |      |         |      | \$32,548 |          |      |      |         | \$35,986 |         |         |      |      | \$39,787 |          |      |         |      | \$43,990 |
| PCC Curbs with Gutters                       |         |      |         |      |          |          |      |      |         |          |         |         |      |      |          |          |      |         |      |          |
| PCC Curbs                                    |         |      |         |      |          |          |      |      |         |          |         |         |      |      |          |          |      |         |      |          |
| PCC Stamped Concrete at Entry Installed 2010 |         |      |         |      |          |          |      |      |         |          |         |         |      |      |          |          |      |         |      |          |
| PCC Pad Fire Hydrant and Drains              |         |      |         |      |          |          |      |      |         |          |         |         |      |      |          |          |      |         |      |          |
| Fire Hydrant                                 |         |      |         |      |          |          |      |      |         |          |         |         |      |      |          |          |      |         |      |          |
| Fire Hydrant Painting                        |         |      |         |      | \$111    |          |      |      |         | \$122    |         |         |      |      | \$135    |          |      |         |      | \$149    |
| Fence Post Metal with Signage                |         |      |         |      |          |          |      |      |         |          |         |         |      |      |          |          |      |         |      |          |
| Detention Pond Cleaning                      |         |      | \$1,062 |      |          | \$1,128  |      |      | \$1,198 |          |         | \$1,273 |      |      | \$1,352  |          |      | \$1,435 |      |          |
| Category Subtotal                            |         |      | \$1,062 |      | \$32,659 | \$1,128  |      |      | \$1,198 | \$36,108 | \$1,273 |         |      |      | \$41,274 |          |      | \$1,435 |      | \$44,139 |

**Fairways at Fieldcreek Ranch HOA 2011 Without Access Road Funding Study Expenses by Calendar Year - Continued**

| Item Description   | 2011     | 2012  | 2013     | 2014  | 2015     | 2016     | 2017     | 2018  | 2019     | 2020     | 2021     | 2022    | 2023     | 2024  | 2025     | 2026     | 2027     | 2028    | 2029     | 2030     |
|--|----------|-------|----------|-------|----------|----------|----------|-------|----------|----------|----------|---------|----------|-------|----------|----------|----------|---------|----------|----------|
| <b>Reserve Category : Springer Court</b>                                   |          |       |          |       |          |          |          |       |          |          |          |         |          |       |          |          |          |         |          |          |
| Paving 1 inch AC Overlay   |          |       |          |       |          |          |          |       |          |          |          |         |          |       |          |          |          |         |          |          |
| Slurry Seal  |          |       |          |       | \$10,075 |          |          |       |          | \$11,139 |          |         |          |       | \$12,316 |          |          |         |          | \$13,617 |
| PCC Curbs with Gutters   |          |       |          |       |          |          |          |       |          |          |          |         |          |       |          |          |          |         |          |          |
| PCC Handicapped Ramp   |          |       |          |       |          |          |          |       |          |          |          |         |          |       |          |          |          |         |          |          |
| PCC Pad Fire Hydrant and Drains  |          |       |          |       |          |          |          |       |          |          |          |         |          |       |          |          |          |         |          |          |
| Fire Hydrant   |          |       |          |       |          |          |          |       |          |          |          |         |          |       |          |          |          |         |          |          |
| Fire Hydrant Painting  |          |       |          |       | \$55     |          |          |       |          | \$61     |          |         |          |       | \$68     |          |          |         |          | \$75     |
| Fence Post Metal with Signage  |          |       |          |       |          |          |          |       |          |          |          |         |          |       |          |          |          |         |          |          |
| Category Subtotal  |          |       |          |       | \$10,130 |          |          |       |          | \$11,200 |          |         |          |       | \$12,384 |          |          |         |          | \$13,692 |
| <b>Reserve Category : Reserve Studies</b>                                  |          |       |          |       |          |          |          |       |          |          |          |         |          |       |          |          |          |         |          |          |
| Reserve Study Estimate   |          |       |          |       |          | \$1,128  |          |       |          |          | \$1,247  |         |          |       |          | \$1,379  |          |         |          |          |
| Reserve Study Update   | \$255    | \$260 | \$266    | \$271 | \$276    | \$282    | \$288    | \$294 | \$300    | \$306    | \$312    | \$318   | \$325    | \$331 | \$338    | \$345    | \$352    | \$359   | \$366    | \$374    |
| Category Subtotal  | \$255    | \$260 | \$266    | \$271 | \$276    | \$1,410  | \$288    | \$294 | \$300    | \$306    | \$1,559  | \$318   | \$325    | \$331 | \$338    | \$1,724  | \$352    | \$359   | \$366    | \$374    |
| <b>Reserve Category : Crackfill on Silver Wolf Road and Springer Court</b> |          |       |          |       |          |          |          |       |          |          |          |         |          |       |          |          |          |         |          |          |
| Paving Crackfill   | \$12,039 |       | \$12,533 |       | \$13,046 |          | \$13,581 |       | \$14,138 |          | \$14,717 |         | \$15,320 |       | \$15,948 |          | \$16,602 |         | \$17,282 |          |
| Expense Totals :   | \$13,315 | \$260 | \$13,860 | \$271 | \$56,111 | \$27,919 | \$13,869 | \$294 | \$15,635 | \$47,614 | \$21,228 | \$1,591 | \$15,645 | \$331 | \$69,943 | \$32,750 | \$16,954 | \$1,794 | \$17,648 | \$58,204 |

Fairways at Fieldcreek Ranch HOA 2011 Without Access Road Funding Study Expenses by Calendar Year - Continued

| Item Description                             | 2031      | 2032 | 2033 | 2034    | 2035     | 2036     | 2037    | 2038 | 2039 | 2040     | 2041     |
|--|-----------|------|------|---------|----------|----------|---------|------|------|----------|----------|
| <b>Reserve Category : Entry</b>              |           |      |      |         |          |          |         |      |      |          |          |
| Pillars Rock Regrout                         | \$2,287   |      |      |         |          |          |         |      |      |          |          |
| Lighting at Pillars                          |           |      |      |         |          |          |         |      |      |          | \$839    |
| Signage                                      | \$152     |      |      |         |          |          |         |      |      |          |          |
| Lighting Signage                             |           |      |      |         |          |          |         |      |      |          | \$93     |
| Gate Key Pad                                 |           |      |      |         |          | \$2,529  |         |      |      |          |          |
| Gate Motor and Equipment                     |           |      |      |         |          | \$33,713 |         |      |      |          |          |
| Tubular Steel Gate Heavy Duty Powder Coated  |           |      |      |         |          |          |         |      |      |          |          |
| Tubular Steel Fence Heavy Duty Powder Coated |           |      |      |         |          |          |         |      |      |          |          |
| Electric Panel                               |           |      |      |         |          |          |         |      |      |          | \$2,796  |
| Landscaping Allowance                        | \$1,525   |      |      |         |          | \$1,686  |         |      |      |          | \$1,864  |
| Sprinkler Timing Station                     | \$381     |      |      |         |          |          |         |      |      |          | \$466    |
| Sprinkler Control Box                        |           |      |      |         |          |          |         |      |      |          | \$466    |
| Back Flow Preventer                          |           |      |      |         |          |          |         |      |      |          | \$466    |
| Back Flow Preventer Bag                      |           |      |      |         |          |          |         |      |      |          | \$186    |
| Fence Split Three Rail Natural State         |           |      |      |         |          |          |         |      |      |          | \$3,019  |
| Category Subtotal                            | \$4,345   |      |      |         |          | \$37,928 |         |      |      |          | \$10,195 |
| <b>Reserve Category : Silver Wolf Road</b>   |           |      |      |         |          |          |         |      |      |          |          |
| Paving 1 inch AC Overlay                     | \$255,012 |      |      |         |          |          |         |      |      |          |          |
| Slurry Seal                                  |           |      |      |         | \$48,636 |          |         |      |      | \$53,774 |          |
| PCC Curbs with Gutters                       | \$133,496 |      |      |         |          |          |         |      |      |          |          |
| PCC Curbs                                    | \$961     |      |      |         |          |          |         |      |      |          |          |
| PCC Stamped Concrete at Entry Installed 2010 |           |      |      |         |          |          |         |      |      |          | \$15,022 |
| PCC Pad Fire Hydrant and Drains              | \$5,336   |      |      |         |          |          |         |      |      |          |          |
| Fire Hydrant                                 |           |      |      |         |          |          |         |      |      |          |          |
| Fire Hydrant Painting                        |           |      |      |         | \$165    |          |         |      |      | \$183    |          |
| Fence Post Metal with Signage                | \$457     |      |      |         |          |          |         |      |      |          |          |
| Detention Pond Cleaning                      | \$1,525   |      |      | \$1,619 |          |          | \$1,720 |      |      | \$1,827  |          |
| Category Subtotal                            | \$396,787 |      |      | \$1,619 | \$48,801 |          | \$1,720 |      |      | \$55,784 | \$15,022 |

# **The Fairways at Fieldcreek Ranch Homeowners Association**

## **FINE/CONSTRUCTION PENALTY/LIQUIDATED DAMAGES COLLECTION POLICY**

NOW THEREFORE, BE IT RESOLVED, that the Board of Directors of The Fairways at Fieldcreek Ranch Homeowners Association adopts the following policy and practice effective thirty (30) days after the date this Resolution has been mailed to the Members.

This document sets forth The Fairways at Fieldcreek Ranch Homeowners Association policy regarding the collection of fines/construction penalties pursuant to the Association's Declaration of Covenants, Conditions and Restrictions, its By-Laws and Nevada Revised Statutes 116, Sections 116.3115 through 116.31168 inclusive and 116.3118.

1. A courtesy notice is provided to the owner of the property stating the issue of non-compliance, i.e. trash visible within the community other than prior to pickup, construction not in accordance with an approved plan etc. and requesting compliance.
2. If the issue persists, a notice is sent by registered and first class mail to the owner of property requesting compliance within a specific period of time depending upon the issue [48 hours for Health and Safety and up to 10 days for other issues].
3. This notice also states that if compliance is not achieved within the time stated in the letter, the owner is noticed to a hearing before the Board at a specific time, date and place. The owner may choose to attend or appeal the violation to the Board in writing (e-mail, fax, or mail) prior to the date of the scheduled hearing.
  - a. At the discretion of the Board, if the owner of the property is found in violation of the governing documents at a scheduled hearing, a fine and/or construction penalty may be assessed against the property in the amount \$25 to \$1000 or more in accordance with NRS116.31031. Additionally action may also be taken, including but not limited to fines/construction penalties assessed against the property. The decision of the Board is FINAL.
  - b. The first imposed fine/construction penalty must be paid within 14 days of imposition. If the issue of non-compliance remains, additional fines/construction penalties will be assessed every seven [7] days until compliance is achieved. If fines/construction penalties are not paid, a lien may be placed against your property. In the case of construction penalties, foreclosure is an option of the Board.
  - c. If found in violation of the governing documents, any repeat violation of the same nature within a 90-day period from the date of the decision of the Board may subject the owner to immediate imposition of further fines/construction penalties at the discretion of the Board. These additional fines/construction penalties may be imposed without notice and without an opportunity to be heard (NRS116.31031).
  - d. Additionally, the Association may pursue resolution of the violation through mediation, arbitration, or a civil action and seek reimbursement of all legal and collection costs associated with the violation.

It is the responsibility of the Board to enforce the governing documents of the association in order to maintain, protect and enhance the value of The Fairways at Fieldcreek Ranch. Your support and understanding will be greatly appreciated.

### **Effective Date of this Policy**

This policy was duly adopted by the action of the Board of Directors on November 25th, 2009, and shall be effective as of the same date.

By: Rita Eissmann      Attested by: THE FAIRWAYS AT FIELDCREEK RANCH HOMEOWNERS ASSOCIATION

Professionally Managed by: A`La Carte Association Management, LLC  
1575 Delucchi Lane, Suite 115/22 • Reno • NV • 89502  
(775) 824-0777 • (775) 824-0778 Fax  
[sharon@alacartemanagement.com](mailto:sharon@alacartemanagement.com)

# THE FAIRWAYS AT FIELDCREEK RANCH HOMEOWNERS ASSOCIATION

## ASSESSMENT COLLECTION POLICY

NOW THEREFORE, BE IT RESOLVED, that the Board of Directors of The Fairways at Fieldcreek Ranch Homeowners Association adopts the following policy and practice effective thirty (30) days after the date this Resolution has been mailed to the Members.

This document sets forth The Fairways at Fieldcreek Ranch Homeowners Association policy regarding the collection of assessments pursuant to the Association's Declaration of Covenants, Conditions and Restrictions, its By-Laws and Nevada Revised Statutes 116, Sections 116.3115 through 116.31168 inclusive and 116.3118.

The Board establishes the Association's fiscal year, January through December, as the Regular Assessment period. Quarterly payments are due on the first day of each quarter beginning on January 1<sup>st</sup> annually.

Timely payment of regular, reserve, individual and special assessments is of critical importance to the Association. The failure of any owner to pay assessments when due creates a cash-flow problem for the Association and causes those owners who make timely payment of their assessments to bear a disproportionate share of the Association's financial obligations. Therefore, the Board of Directors has enacted the following policies and procedures concerning collection of delinquent assessment accounts.

**1. Assessment due dates.** The regular assessment is payable in quarterly installments on the first day of quarter. Special, reserve or individual assessments shall be due and payable on the due date specified by the Board of Directors in the notice imposing the assessment or in the ballot for the special assessment that is submitted to the members for approval. Assessments shall be delinquent if not paid within thirty [30] days after they become due.

The Association will give the owners notice before any increase in the annual assessment, reserve assessment or any special assessment. Notice will be sent by first-class mail to addresses on the membership register as of the date of notice. It is the responsibility of each owner to advise the Association of any mailing address changes in writing. The Board of Directors may elect from time to time to provide additional periodic statements of assessments and charges, but lack of such statements does not relieve the owners of the obligation to pay assessments.

**2. Late Charges.** When an installment payment of a regular assessment or a special assessment becomes delinquent, the owner's account with the Association shall be charged with a late payment of \$35.00 [\$25 Late fee/\$10 billing fee] and/or interest and such charge(s) shall be part of the assessment and lien.

**3. Dishonored Checks.** At any time that the Association or its designated agent receives a check dishonored by the bank for any reason, a charge of \$35.00 shall be imposed. The Board of Directors may immediately proceed with the collection process if the assessments are not paid within 10 days after notice of dishonored check is sent to the owner. The Association may also seek damages in accordance with Nevada Revised Statutes.

**4. Dispute of Charges.** If the owner questions the accuracy of the calculation of an account or the amount charged to the assessment account, a written objection to the specific charges must be made (received) to the Board of Directors within 30 days of the date notice is sent to the owner of the charge or balance. A telephone call will not reserve any rights. The disputed amount may remain unpaid during the investigation, but undisputed portion of the account must be paid before the delinquency date in order to avoid collection charges. No action will be taken to collect the disputed amounts until completion of the investigation and a decision is made by the Board of Directors. The owner must provide the following information in writing regarding any dispute:

1. The owner's name, mailing address, and account number.
2. The exact dollar amount in dispute or in error.

3. For each charge or payment in dispute, an explanation of the reasons the owner believed there is an error, with sufficient detail such as dates, names and check numbers, so that the dispute may be investigated efficiently and effectively. If an owner does not know how the error was made, that statement may be made, but the dates and check numbers, etc. must be given.
4. Copies of checks (both front and back), letters and other documents referred to or claimed must accompany the written objection.
5. **Collection Costs Are Also Recoverable.** As provided by law and the Association's governing documents, the Association is also entitled to recover all reasonable costs incurred in collecting delinquent assessments including, but not limited to, the following: (i) reasonable charges imposed to defray the cost of preparing and mailing demand letters; (ii) legal expenses incurred; (iii) collection costs (iv) recording costs; and (v) costs incurred with title companies or foreclosure service providers. All such costs shall be part of the assessment and lien.
6. **Interest.** Any assessment for common expenses (operating) and/or reserve expenses or installment thereof that is 60 days or more past due bears interest at a rate equal to the prime rate at the largest bank of Nevada as ascertained by the Commissioner of Financial Institutions on January 1 or July 1, as the case may be, immediately preceding the date the assessment becomes past due, plus 2 percent. The rate must be adjusted accordingly on each January 1 or July 1 thereafter until the balance is satisfied.
7. **Referral of Account to Collections.** If the owner's assessment account remains delinquent for more than 60 days the Association shall refer the account to legal counsel for further action. The Association may pursue one or more of these alternatives as allowed by law: (1) non-judicial foreclosure proceedings; (2) Chapter 38 mediation or arbitration; (3) court action; and/or (4) judicial foreclosure.
8. **Notice of Delinquent Assessment.** The Association has a lien for any amount due and the recording of the CC&Rs constitutes record notice and perfection of the lien. No further recordation of any claim of lien for assessment is required. If payment for all sums that are then delinquent, including the delinquent assessment, late charges, costs, and reasonable attorney fees is not made, legal counsel shall be entitled to cause to be recorded in the County Recorder's Office a Notice of Delinquent Assessment and Claim of Lien for all sums that are then delinquent or will become delinquent. The Association has the option of pursuing foreclosure judicially or non-judicially.
9. **Payment Agreement.** Payment plan requests must be submitted in writing for approval and directed to legal counsel if referral has been made and if not, directly to the Board care of the community manager. Any agreement entered into with the owner shall be reasonable, as determined in the sole discretion by the Board, and for the purpose of assuring that the best interest of the Association is served. Failure of an owner to comply with an approved payment schedule shall give the Board and/or its agent or legal counsel the right to immediately continue the collection process without further notice to the owner. There is no obligation to stop any collection or foreclosure if a partial payment is tendered.
10. **Recovery of Attorney Fees and all Reasonable Costs of Collection.** If a lawsuit or foreclosure proceeding is initiated by the Association to recover assessments, the Association is entitled, by law, to recover not only the amount in default, plus late charges and interest, but also all reasonable costs of collection, including title company charges and attorney fees. Legal fees may range from \$250 to \$5,000 plus or minus depending on the work performed.
11. **Effective Date of this Policy.** This policy was duly adopted by the action of the Board of Directors on November 11th, 2009, and shall be effective as of the same date.

By: Rita Eissmann

Attested by: THE FAIRWAYS AT FIELDCREEK RANCH HOMEOWNERS ASSOCIATION

Professionally Managed By: A`La Carte Association Management, LLC

1575 Delucchi Lane, Suite 115/22, Reno, NV 89502

775.824.0777 • 775.824.0778 FAX

[sharon@alacartemanagement.com](mailto:sharon@alacartemanagement.com)



Jeffrey Houston &lt;jhoustonmd@gmail.com&gt;

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**The Fairways at Fieldcreek Ranch**

1 message

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**Sharon Walsh** <sharon@alacartemanagement.com>

Sun, Nov 13, 2011 at 5:16 PM

To: Alica Mills <allicamills@juno.com>, Jack Angaran <jack@renotahoelaw.com>, James Manly <jmanlyn1039m@yahoo.com>, Janice Bailey <janice@markbaileyco.com>, Jeffrey Houston <jhouston@churchillradiology.com>, Joann Stansbury <joannstansbury@hotmail.com>, John MacLean <1kpconi@sbcglobal.net>, Karin Klove <Kloveharris@sbcglobal.net>, Larry Morasse <lmorasse@barrick.com>, Lisa Martin <LisaMartinNV@aol.com>, Myriam Pennington <Mpgth@sbcglobal.net>, Ray Engel <Ray@etlproducts.com>, REIssmann@aol.com, Robert Devin <sawtooth74@gmail.com>, artistfence@aol.com, Vince Craig <vjc6875@yahoo.com>

Cc: Susan Long <susan@alacartemanagement.com>

Attached is the 2012 Board approved Budget and the backup information as required by NRS116.

Also enclosed are two forms:

1. Volunteer for the Speed Reduction Committee
2. Volunteer for consideration to be appointed to the Architectural Review Committee. This Committee is the only voting committee and reviews submittals for changes to your home or property.

If you have any questions, please feel free to contact this office.

Respectfully,

Sharon Walsh

A`La Carte Association Management, LLC

1575 Delucchi Lane, Suite 115/22

Reno, NV 89502

[775.824.0777](tel:775.824.0777)

[775.824.0778](tel:775.824.0778) FAX

[sharon@alacartemanagement.com](mailto:sharon@alacartemanagement.com)

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 **2012 Budget ARC and Speed Forms.pdf**  
976K

Fairways at Fieldcreek Ranch HOA  
A La Carte Assoc. Mngmt.  
1575 Delucchi Lane Suite 115-22  
Reno, NV 89502

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