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Date: 8/4/15 (Revised 8/11/15)

## NOTICE OF BOARD OF DIRECTORS MEETING AND AGENDA FOR THE ARROWCREEK HOMEOWNERS' ASSOCIATION

The purpose of this notice/agenda is to inform you of the date, time, place and action items of the upcoming scheduled meeting of the Board of Directors. This meeting will be recorded in accordance with NRS 116. Draft minutes of this meeting will be available within 30 days after the meeting date. A copy of the audio recording, the minutes or a summary of the minutes of the meeting shall be provided to the unit's owner upon request, in electronic format at no charge to the unit's owner or, if the association is unable to provide the copy or summary in electronic format, in paper format at a cost not to exceed 25 cents per page for the first 10 pages, and 10 cents per page thereafter. Minutes, together with other important HOA information is posted on the website at [www.arrowcreek-hoa.com](http://www.arrowcreek-hoa.com). An owner may record on audiotape or any other means of sound reproduction a meeting of the executive board if the owner, before recording the meeting, provides notice of his or her intent to record the meeting to the members of the executive board and the other units' owners who are in attendance at the meeting. An Executive Session of the Board will be held prior to, the board meeting to discuss CC&R violations, please see separate agenda (executive session is board members only). Agendas are posted on the [www.arrowcreek-hoa.com](http://www.arrowcreek-hoa.com) website.

**DATE/TIME:** TUESDAY, AUGUST 18, 2015, 5:30 pm  
**Location:** The Club at ArrowCreek, 2905 ArrowCreek Parkway, Reno, NV

### AGENDA

**Action may be taken on each item on the agenda.** *Per NRS 116.3108.4(b) the items listed on the agenda include a description denoting what action may be taken on the items. Presentations to the board are limited to a 15 minute time limit with 5 additional minutes allowed for question/answers. All meetings will be conducted using the ArrowCreek HOA Parliamentary Procedures Resolution approved 11/1/11.*

#### *Pledge of Allegiance*

1. Call to Order, Board Introductions, Roll Call, and Determination of Quorum
2. Homeowner Comments: *Owners have the right to speak to the Board. This period is devoted to comments related to agenda items from property owners and discussion of those comments. Please note that the Board may limit the time for individual comments. A time limit of three minutes has been allotted per owner. No owner can give away their allotted time to expand another owner's time.*
  - *Complaint by homeowner alleging Board of Directors has violated NRS 116.31085, and specifically alleging that Board of Directors has conducted ACHOA business via e-mail, has made secret business decisions that affect this community after private discussions between themselves and others, and has authorized expenditures and actions between Board meetings, although those matters did not constitute emergencies and were not otherwise statutorily authorized for discussion or decision in secret executive session.*
3. ACCC & Communications Committee Updates - To be presented in conjunction with Homeowner Comments. Discussions and Committee recommendations as follow:
  - a) Communications Committee Report, to include:
    - Three Information Meetings to date with follow up communications forwarded to the Membership
    - Realtor Meeting was well attended and numerous questions.
    - Planning next Information Meeting to support the Governing Documents Committee Discussions on Bylaw and CC&R Changes
  - b) ACCC Committee Update

4. Minutes:

- a) Approval of June 9, 2015 Board Meeting Minutes. Review completed action list from the meeting. Action.

5. Financial Reports/Recommendations:

- a) Budget & Finance Committee update - Presentation of current financial reports and recommendations for board action as follows:
- Acceptance of current financials (unaudited) as prepared by ASN to include any write-off of bad debt expense. Action.
  - Update on the draft 2016 budget process.
- b) Reserve Committee Update
- Review potential 2015 and 2016 capital expenditures for approval. To included, but not limited to, an electronic entrance sign, reconstruction of a tennis court with 10 foot high full fencing, and an ACHOA website. Action.
  - Approval of the Annual Reserve Study Update for 2016 as prepared by Browning Reserve. Action.
  - Approve up to \$300 for additional reserve study work to allow the golf portion of the reserve study to be broken out (inside vs. outside AC parkways). Action.

6. Staff and Committee Reports (Includes new and old business and items for board action):

*(Note: The ACCC and Communications Committee reports are scheduled at the beginning of the meeting since the topics are relevant to the majority of homeowner comments)*

- a) Operations Manager Report (Jeff Anderson)  
b) Security Department Report (Rick Reyome)  
c) Safety Committee (Charlie Dickinson)
  - Report to include a revisit of stop signs (locations and size) and use of dips to slow traffic.
- d) ADRC Committee (John Krisch)
  - Committee Appointment(s). There are two open ADRC positions. Action.
- e) Administrative Committee (Charlie Dickinson)  
f) Governing Documents Committee (Steve Elliott)
  - Update on CCR & Bylaws revision. Present summary of changes. Take action as necessary to proceed
- g) Fuels Management Committee (John Krisch) –
  - Status Update on the current fuels management grant work.
  - Additional areas to be addressed in 2015 outside the scope of the grant. Action
  - Additional consulting project for Rodd Rummel tasking him to provide options for additional HOA fuels management projects in 2015 outside the scope of the existing grant

7. Other Business (Old & New)

- a) Executive Session summary update (meeting held prior to the regular session)

8. Homeowner Comments: *Owners have the right to speak to the Board. This period is devoted to comments by units' owners and discussion of those comment about any matter affecting the community. Except in emergencies, no action can be taken upon a matter raised unless the item is specifically included on the agenda. **A time limit of 3 minutes is allotted per owner.***

9. Adjournment