



Date: 8-6-18

## **ARROWCREEK HOMEOWNER'S ASSOCIATION**

Board of Directors Meeting Notice

**Date & Time: Tuesday, AUGUST 21, 2018 | 6:00 p.m.**

Location: ACHOA Residents Club, 2900 ArrowCreek Parkway, Reno, NV

### **AGENDA**

**NOTICE: THE BOARD MEETING WILL BE AUDIO & VIDEO RECORDED. THE VIDEO WILL BE POSTED FOR OWNER REVIEW.** 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.

- **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 time-limited.
- All meetings will be conducted using the ArrowCreek HOA Parliamentary Procedures Resolution of 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 from property owners and discussion of those comments related to items on the agenda. Please note that the Board has the authority to limit the time for individual comments. A time limit of three minutes has been allotted per individual. No individual can give away their allotted time to expand another individual's time.
3. Minutes:
  - Approval of June 19, 2018 Board Meeting Minutes. Review completed action list from the meeting.  
Action
4. Fuels Management Committee – Committee Update.
  - Hazardous Fuels Grant - Open sealed bids for herbicide mastication (Plateau, a pre-emergent). Select a vendor to proceed per the requirements of the NDF Grant
5. Financial Reports/Recommendations – Includes new and old business and items for board action. Standard financial presentations should be limited to 10 minutes each:
  - a) Budget & Finance Committee update - Presentation of current financial reports. Recommendations for board action as follows:
    - Current financials (unaudited) as prepared by ASN. Acceptance of report. Action
    - Auto Insurance Renewal – confirm routine renewal
  - b) Reserve Committee Update
    - Road Work Update – Progress and challenges. Take action as needed.

6. Staff & Committee Reports – May include new and old business and recommendations to the board for action. Standard staff and committee presentations, if provided, should be limited to 5 minutes each.

***Possible Board action may be taken on any of the following:***

- a) Operations & Security Report (Scott Peterlin) – Request Board action on the following:
  - Consider Limiting Parking at the Residents’ Center Circle area. Action
  - Routine landscape maintenance and improvements of the Residents’ Center grounds; replace under-utilized turf area next to basketball court with trees, DG, and boulders. Action
  - Street Sweeping Options – In house (HOA purchase of equipment) vs. outside vendor. Review information. Action
  - School Bus Stops
- b) Social Committee – Update.
- c) Resident Center Task Force – Update. Request Board action on the following:
  - Update on Resident Center Refresh & Expansion Project.
  - Pool Patio Extension – Re-consider expansion due to needed drainage repairs required for the area. Discuss cost efficiency to complete at same time. Action
  - Keycard Picture ID Project, Updated Guest Use Policy, Revised Resident Center Age Restrictions. Review policy changes. Action.
  - Residents’ Center Fencing – Discuss added fencing around amenities to force single-point-entry into the Residents’ Center with key card. Action
- d) Communications Committee (Paul Burkett/Norm Reeder) – Request Board action on the following:
  - Update on new website progress
- e) Safety Committee – Update.
- f) Landscape Committee – Update.
- g) ADRC (Architectural Design Review Committee) -Update
- h) Administrative Committee. Update. Request Board action on the following:
  - Approve selection of Ben Collins as Committee Chair (disclosure that he is the husband of board member Joyce Seelen). Action
  - Recommend adding "disclosure" language to the Newsletter indicating the HOA does not endorse any of the classes offered at the Residents' Center (RC) and to put signs on the bulletin boards at the RC displaying similar language with respect to advertisements posted there.
  - Request the Board reconsider tasking the Committee with revising the Conflict of Interest Policy to better define "issues advocacy groups" and "evaluation of independence of judgment".
- i) Governing Documents Committee. Take action as needed on the following:
  - Update on Governing Documents Revision Ballot Vote.
- j) The Club at ArrowCreek Liaison (Joyce Seelen)

7. Other Board Business:

- a) Play Ground Upgrade – Consider options to upgrade the ACHOA playgrounds. Possible action.
- b) Bus Stops – Continue discussion from the 6/19/18 board meeting for the consideration to add two bus stops. Action.
- c) Lots Combined – Approval of two adjacent lots combined pursuant to Article 1, Section 3(c) of the CC&Rs; 3460 Nambe Dr (Lot 1110) is no longer in existence. It has been combined with 3464 Arivaca Ct (Lot 1109). And, approval to record a document stating that if the lots are separated in the future, the Owner will be responsible for back assessments from the time they were combined and for possible additional fees. Action

- d) Executive Session summary update (meeting held prior to the regular session)
  - e) Legal Disclosures – Updates on pending litigation against the HOA
8. Homeowner Comments: *Owners have the right to speak to the Board. This period is devoted to comments from property owners and discussion of those comments. Except in emergencies, no action may be taken upon a matter raised during this portion of the agenda until the matter itself has been specifically included on an agenda as an item upon which action may be taken later. Please note that the Board has the authority to limit the time for individual comments. A time limit of three minutes has been allotted per individual. No individual can give away their allotted time to expand another individual's time.*
9. Adjournment

**ADDITIONAL BOARD MEETING DISCLOSURES:**

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. The meeting will also be video recorded. Draft minutes of this meeting will be available within 30 days after the meeting date. Minutes, together with other important HOA information are posted on the website at [www.arrowcreek-hoa.com](http://www.arrowcreek-hoa.com). 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. A unit's owner may record a meeting of the board (except executive sessions) if the unit's owner, before recording the meeting, provides notice of his or her intent to record the meeting to all present. An Executive Session of the Board may be held prior to, the board meeting to discuss CC&R violations and attorney client privilege items (please note that the executive session is board members only).

MINUTES: Per NRS 116.31083, only the substance of matters proposed, discussed or decided at the meeting are included in the minutes (they are not presented verbatim). The substance of remarks made by any unit's owner who addresses the executive board at the meeting may be included if the unit's owner requests that the minutes reflect his or her remarks or, if the unit's owner has prepared written remarks, a copy of his or her prepared remarks if the unit's owner submits a copy for inclusion. The executive board may establish reasonable limitations on materials, remarks or other information to be included in the minutes of its meetings.