

ARROWCREEK HOMEOWNERS' ASSOCIATION
APPROVED BOARD OF DIRECTORS MEETING MINUTES
AUGUST 26, 2014

The meeting started with the Pledge of Allegiance.

CALL TO ORDER, ROLL CALL & QUORUM, INTRODUCTIONS

The board meeting of the ArrowCreek HOA was called to order by Sam Fox, President, at 5:35 PM at the ArrowCreek Residents' Club, Reno Nevada. Proof of notice of the meeting was sent to all owners on August 6, 2014. A quorum was established with six of 7 board members present:

Board Members Present:	Sam Fox, President Terry Ross, Vice President Tony Robinson, Secretary Robin Rakusin, Treasurer John Krisch, Director Paul Burkett, Director
Board Members Absent:	Steven Elliott, Director
Others Present:	Jeanne Tarantino, PCAM – Associa Sierra North Rick Reyome, AC Director of Security
Owners Present:	80 owners signed in as present for the meeting

HOMEOWNER COMMENTS & PRESENTATIONS

GOLF PRESENTATION – Since a majority of homeowners were present to discuss the ArrowCreek Country Club (ACCC) situation, a presentation with handouts were prepared for the owners. There is a non-disclosure agreement with Arnold Palmer Golf. The residents can speak amongst themselves about the topic but should not talk about the details of the presentation outside of the community. The full presentation given this evening will be posted on the HOA website for view by all owners. Thank you to the ArrowCreek Community Golf Committee for their hard work to put this together. A full presentation was made, there was a question and answer period.

ARROWCREEK COMMUNITY CLUB COMMITTEE UPDATE

This item (agenda item 7.f.) was moved to this portion of the meeting due to it being the topic of homeowner discussion. The Committee proposes a charter revision with a name change from the ArrowCreek County Club (ACCC) Community Development to the ArrowCreek Community Club (ACCC) Committee (the revised committee Charter is attached as Addendum A to these minutes).

MOTION: P. Burkett moved to change the name of the committee to the ArrowCreek Community Club Committee and to adopt the revised charter for the ACCC Committee. R. Rakusin seconded. No discussion. All in favor, motion carried by unanimous vote.

The ACCC Committee recommends approval of the following actions regarding the golf bankruptcy and potential impacts to the HOA:

MOTION: R. Rakusin moved to provide legal documents to the Federal Bankruptcy Court for the hearing set for September 24, 2015 expressing the HOA's support for the Friends of ArrowCreek as the preferred buyer of the Golf Club's assets. S. Fox seconded. No discussion. All in favor, motion carried by unanimous vote.

MOTION: P. Burkett moved that the HOA pursue the purchase of the Golf Club and subsequent joint venture operation of a community club in partnership with Arnold Palmer Golf. This would include the

need for revisions to the CC&R's and all other activities necessary to bring the decision to a homeowner vote. If the vote is successful, the HOA will then purchase the Golf Club from the FOA, with a target date of April, 2015. R. Rakusin seconded. Discussion ensued. All in favor, motion carried by unanimous vote.

MOTION: R. Rakusin moved to instruct the Reserve Committee and the Budget and Finance Committee to perform analyses and studies as needed to fully detail the Reserve and Budget impact if the HOA successfully moves forward with the purchase of the Golf Club and the proposed joint venture with Arnold Palmer Golf. P. Burkett seconded. Discussion ensued regarding the projected cost of the study being an additional \$5,000, and the need for the study being subject to FOA successfully getting the golf club. All in favor, motion carried by unanimous vote.

COMMERCIAL BUILDING PRESENTATION – Kenneth Krater of Kkrater Consulting was present to speak about the proposed commercial center to be built across from the elementary school on Crossbow. Two 6000 sq ft retail buildings are scheduled. There will be no gaming, liquor (other than wine & beer) or tobacco allowed. They are looking to rent office space to a vet clinic and a day care. A letter listing concerns about the development was submitted by an HOA resident (Perez) to the board. Most of the concerns in the letter were addressed during the question and answer period of the presentation.

BOARD CHANGES

Tony Robinson, Secretary resigned from the board (moved from the community).

BOARD ACTION: S. Fox moved to appoint Charlie Dickinson to replace Tony Robinson as Secretary and as Board Liaison to the ACCC Community Development, Administrative and Safety Committees through the next election on 12/9/14. T. Ross seconded. No discussion. All in favor, motion carried by unanimous vote.

MINUTES

MINUTES: The Board meeting minutes of June 24, 2014 were reviewed.

MOTION: T. Ross moved to approve the board meeting minutes of 6/24/14 as presented. J. Krisch seconded. No discussion. All in favor, the motion carried by unanimous vote.

FINANCIAL

BUDGET & FINANCE and RESERVE UPDATE – Presented by P. Burkett. The 6/30/14 unaudited financials were presented. The variances to budget were highlighted. Recommendations by the Committee are as follows:

The Budget and Finance Committee Realignment – Due to the recent change to the Board of Directors, committee membership has been modified as follows:

- Robin Rakusin, John Krisch, Paul Burkett Board Members
- Dave Steele, Rich Kenny, Gary Babykin, Ken Peterson Community Volunteers
- Sam Fox is no longer a member.
- Looking for volunteers.

MOTION: R. Rakusin moved approve the Budget Committee Membership realignment as presented. P. Burkett seconded. No discussion. All in favor, the motion carried by unanimous vote.

Accept the June 30, 2014 Un-audited Financial Statements.

MOTION: S. Fox moved accept the 6/30/14 un-audited financial reports as presented by Associa Sierra North. T. Ross seconded. No discussion. All in favor, the motion carried by unanimous vote.

Accept the new Maintenance Building and assign the asset to the Reserve Fund for the 2015 Reserve Study Update Timeline at \$479,191.

MOTION: P. Burkett moved approve the new maintenance building as an asset to the reserve fund. R Rakusin seconded. No discussion. All in favor, the motion carried by unanimous vote.

Auto Insurance Renewal Ratification - The ACHOA Business Auto Policy for the four (4) vehicles owned by the ACHOA renewed with no increase at a premium of \$7,331 (a comparison quote was received from Travelers for \$12,822 and was not accepted).

MOTION: R. Rakusin moved to approve the auto insurance renewal as presented. S. Fox seconded. No discussion. All in favor, the motion carried by unanimous vote.

RESERVE COMMITTEE UPDATE – Gary Smith gave an update on the completed 2014 road work. The draft reserve work for 2015 has started. R. Rakusin stated her concern about the tree roots between Eagle Vista and the golf course on the walking path. Maintenance will inspect this for safety. The Committee recommends ratifying the approval for Browning Reserve Group to proceed with the annual 2015 reserve study update, and to perform the reserve analyses and studies as needed to fully detail the reserve and budget impact if the HOA successfully moves forward with the potential purchase of the Golf Club and the proposed joint venture with Arnold Palmer Golf.

MOTION: J. Krisch moved to ratify the approval for Browning Reserve to complete the 2015 reserve update and to approve proceeding with the Golf reserve study analysis should the HOA successfully move forward with the potential purchase of the Club (as requested by the ArrowCreek Community Club Committee) . T. Ross seconded. No discussion. All in favor, the motion carried by unanimous vote.

STAFF & COMMITTEE UPDATES

OPERATIONS REPORT – Jeff Anderson was not present but submitted the below question for board direction: Multiple Use Turf Area at Resident's Club - How to Maintain? This issue comes up every year generally by one or 2 owners. Per an informal direction by the board last year when this came up, maintenance was instructed to keep the lawn green (which means it will be wet). Issue: The multi-use park turf area at the Resident's Club is a low lying area that gets natural under ground stream water. It collects at the golf course and makes its way, unevenly, to the park. Due to this there are spots in the park that are routinely wet, and some that are dry. In order to keep all the grass green the HOA still has to water, or the dry spots turn brown. The HOA has received complaints in the past for brown spots as well as wet areas. With the rain storms this summer, maintenance was able to decrease watering by 20%. How does the board want maintenance to handle going forward? **The board agreed to continue as they have; use the least amount of water to keep the lawn green (which means it will be wet).**

SECURITY REPORT – Rick Reyome reported on both Facilities and Security. The maintenance building parking lot should be done soon. Staff has been working to remove plants in the over planted areas along the parkway. Radar cameras have been moved around; overall speeds are down. The Nambe and Winding Ridge gates are being repaired. Overall crime is down in the Washoe County area near ArrowCreek.

SAFETY COMMITTEE – No report.

FUELS MANAGEMENT – The AC Fuels Management Grant Application was fully funded in the amount of \$76,038; the HOA will match \$38,019. In addition, Washoe County also received a \$24,000 grant for work to be completed along ArrowCreek's south border. The Committee recommends approval and signing of the grant application. They also recommend that ArrowCreek become a member of Living with Fire. The formal HOA Fuels Management Policy is not ready. A basic first draft was created. Additional work and input from the Fuels Management Committee is still required. Action on this item is deferred to the next meeting.

MOTION: R. Rakusin moved to approve the signing of the fuels management grant application, subject to review by HOA legal counsel. S. Fox seconded. No discussion. All in favor, the motion carried by unanimous vote.

ADRC COMMITTEE –J. Krisch gave an update. Committee still very busy with new building.

ADMINISTRATIVE COMMITTEE – No update.

ARROWCREEK COMMUNITY CLUB (ACCC) COMMITTEE – Updates and recommendations provided during the golf presentation at the beginning of the meeting.

COMMUNICATIONS COMMITTEE – No report

GOVERNING DOCUMENTS COMMITTEE – The CC&Rs revision project is with the HOA's attorney to prepare a first draft.

OTHER BUSINESS

SUMMARY OF EXECUTIVE SESSION BOARD MEETINGS HELD PRIOR TO THE REGULAR SESSION:

8/26/14 Meeting Highlights:

- a) Approval of the 6/24/14 and 7/22/14 executive meeting minutes.
- b) There were 17 violation hearings scheduled; 16 speeding and 1 construction
- c) Review of Delinquency & Collection Reports. There are 10 accounts in collection of which 3 are on payment plans. There is one collection legal action pending. There are no board actions required at this time. Note that in 2014 YTD Alessi Koenig has collected \$62,127.72 for the HOA.
- d) There is no bad debt write-off at this time.
- e) Review of Violation status reports; Summary Count Report and Open Violation Report.
- f) Legal – Discussion of current Golf status; updates to be discussed during the regular session meeting.

7/22/14 Meeting Highlights:

- a) Legal – Legal counsel was present. Discussion with attorney regarding the golf bankruptcy, entity structure, amendments to the HOA CC&Rs, vote of membership and definition of common elements. Also discussed researching a golf course reserve study, HOA tax status and Arnold Palmer Golf.

COMPLETED ACTION LIST FROM LAST MEETING – All action items for management from the previous meeting were completed. The Safety Committee is still researching the 'free-stop' concern near the gate.

HOMEOWNER COMMENTS

M. Elliott commented on the need to install 'Wave Eaters' in the lap pools. She provided information to purchase (\$1200 for two). She also commented that she would like to see the lap pool open all year round.

ADJOURNMENT

MOTION: There being no further business, the meeting adjourned by unanimous vote at 7:45 PM.

Approved by:

ArrowCreek HOA Board Member

Respectfully Submitted by:

Jeanne Tarantino, PCAM
Associa Sierra North

ADDENDUM A – Revised ACCC Committee Charter

The ARROWCREEK HOMEOWNERS ASSOCIATION
Arrowcreek HOA – ArrowCreek Community Club
Advisory Committee
Adopted August 26, 2014

As per Article III and Section 3.18 of the ArrowCreek Homeowners Association Bylaws, the Board of Directors appoints the ArrowCreek HOA and ArrowCreek Community Club Committee. The advisory committee will consist of up to 6 members of the association, to include at least one member of the HOA Board. In addition, the HOA Operations Manager will assist the committee as needed.

This Charter replaces the ArrowCreek HOA ACCC Community Development Advisory Charter adopted 6/20/14.

Specific roles and responsibilities of the committee will include:

1. Work to ensure the stable financial operation of the ArrowCreek Country Club so as to protect and enhance home values and the quality of life in the community.
2. Create a working relationship between the HOA and the ArrowCreek Country Club that encourages joint community events and through which the Club becomes a positive focus of the community.
3. Apprise the Board of potential changes in Country Club policies or procedures, or possible changes in Country Club management structure that could affect the Arrowcreek community.
4. Communicate to the Country Club management any issues or changes in HOA policies or procedures initiated by the Board that might impact Country Club operations.
5. Provide support in the negotiations of either existing or new contracts between the HOA and the Country Club
6. Explore the potential for new agreements and financial synergies that might be of benefit to both organizations.

The ArrowCreek Community Club – HOA Committee is adopted and made a part of the minutes of the August 26, 2014 Board of Directors meeting.

Board Signature: _____ Date: _____