

VIRGINIA CITY HIGHLANDS PROPERTY OWNERS ASSOCIATION
Monthly Board of Directors Meeting – April 12, 2021 at 7:00pm
V. C. Highlands Fire Station Training Room, 2610 Cartwright Road Reno, NV 89521
To be held in person

AGENDA

- I. Call to Order, Declaration of a Quorum and Approval of Meeting Agenda**
(Discussion/Action)
- II. Pledge of Allegiance**
- III. Approve Minutes** *(Discussion/Action)*
March 9 minutes
- IV. Comments by Association Members (NRS 116.3108.5)** *(Discussion Only)*
In an emergency, the executive board may take action on an item that is not listed on the agenda as an item on which action may be taken.
- V. Financial Report** *(Discussion/Action)*
Action may be taken on any matters relating to VCHPOA finances
- VI. New Business** *(Discussion/Action)*
All action items must be specifically listed
 - A. Discuss verbiage for no dumping signs at mail shed**
 - B. Revisit changing time of board meetings**
- VII. Unfinished Business** *(Discussion/Action)*
All action items must be specifically listed
- VIII. Committee Reports**
 - A. Architectural Committee Report** *(Discussion/Action)*
Action may be taken on any matters relating to the Architectural Committee
 - 1. Approve time change for architectural committee meetings to 6:30pm**
 - B. Road Report** *(Discussion/Action)*
Action may be taken on any matters relating to the roads
- IX. Any Other Matters which the Board Members Wish to Discussion**
(Discussion Only)
- X. Comments by Association Members (NRS 116.31083.5)** *(Discussion Only)*
- XI. Adjourn**
Copies of the agenda are posted at the mailboxes. Items may not necessarily be heard in the order they appear. Time limits may be set for public comments at the discretion of the President.³ Copies of meeting minutes can be found at www.virginiacityhighlands.com
- XII. Executive Session to Discuss Possible Violations of CCR's, if Necessary.**

A unit's owner has a right to: a) Have a copy of the audio recording, the minutes or a summary of the minutes of the meeting 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; and (b) Speak to the association or executive board, unless the executive board is meeting in executive session.

Virginia City Highlands Property Owners' Association

Minutes – March 09, 2021. In person.

Present: Carmona, Schroeder, Pizzuto, Dosen

Absent: Alcon

- I. Call to Order, Declaration of a Quorum, and Approval of Meeting Agenda
Carmona called the meeting to order at 7:02 pm. He declared a quorum present.
Schroeder made a motion to approve the agenda, seconded by Pizzuto. Motion adopted.
- II Pledge of Allegiance
- III. Approve Minutes of Meeting
Schroeder made a motion to approve the February 9 meeting minutes, seconded by Pizzuto. Motion adopted.
- IV. Comments by Association Members (NRS 116.31083.5)
None
- V. Review of Financial Statements
Carmona reviewed the financials from February. Revenue was \$71, Administrative was \$1,649, includes bylaw mailing, Roads were \$148, Other were \$2,920 – we had to pay insurance and pay someone to widen roads because of snow. In checking we have \$162,690.36 and in reserve we have \$207,067.71.
- VI. New Business
 - A. Approve the Reserve Study.
Every 5 years we have to do a thorough reserve study. Carmona said we are 100% funded and congratulated the board and bookkeeper for keeping it that way. Pizzuto asked about what equipment or other expenses we may have for the next 5 years. Carmona said pending the next elections he would recommend we get another plow truck since the previous reserve study recommended we change our trucks every 10 years and our two remaining trucks are currently at 14 and 15 years old.
Schroeder made a motion to approve the Reserve Study seconded by Pizzuto.
- VII. Unfinished Business
None.
- VIII. Committee Reports
 - A. Architectural Committee Report
Grace from the Architectural Committee shared the current happenings. One person was adding a porch – approved. Another homeowner is going to add a workshop/barn – approved.
We have a new home going up on Lousetown – approved. \$650 in fees was collected.
Carmona stated lots and homes are selling and there was a \$1M home sale on Musket.
 - B. Road Report
Carmona stated we are still in Winter, so we are waiting to see. Carmona also stated if Bylaws do not pass then he will be termed out so he does not want to commit to a road plan until he knows whether he will still be on the board.
- IX. Any Other Matters Which Board Members wish to Discuss
None

- X. Comments by Association Members (NRS 116.3108.5)
Sharon Snell asked about the Bylaws and whether this was something that needed to be done. Carmona stated that we wanted to address the term limits on the recommendation of the attorney since virtually no HOAs have term limits any more, and many boards struggle to get new members so if people want to stay, they should have the opportunity to do so. The attorney also said there have been many changes to the NRS and so she recommended we restate the existing bylaws, (in other words completely restructure it in line with the new NRS laws, hence the reason there was no redline copy). The goal the NRS are moving towards is to simplify the rules and language as much as possible. It is also important to remember that whatever is written in an HOA bylaws, the NRS always trumps it.
- XI. Adjourn
There being no further business, the meeting was adjourned at 7:29pm.
- XII. Executive Session to Discuss Possible Violations of the CC&R's, if Necessary
Executive Session to discuss CC&R Violations

Respectfully submitted,
Becky Alcon, Secretary

Virginia City Highlands Property Owners Association

Balance Sheet

As of April 30, 2021

Apr 30, 21

ASSETS

Current Assets

Checking/Savings

1001 · Checking HERITAGE - 8082 155,989.55

1050 · Savings Reserve HERITAGE - 0835 188,340.27

Total Checking/Savings 344,329.82

Accounts Receivable

1200 · Accounts Receivable

1201 · Allowance for Doubtful Accounts -19,975.00

1200 · Accounts Receivable - Other 56,212.46

Total 1200 · Accounts Receivable 36,237.46

Total Accounts Receivable 36,237.46

Other Current Assets

1220 · Prepaid Insurance 4,793.55

1230 · Prepaid Federal Income Tax 5,212.00

Total Other Current Assets 10,005.55

Total Current Assets 390,572.83

Fixed Assets

1300 · Fixed Assets

1310 · Equipment 269,161.10

1320 · Road Improvements 276,970.74

1330 · Fences, Signs & Other Structures 12,499.28

1340 · Mailbox Enclosures 9,794.41

1399 · Accumulated Depreciation -418,324.77

Total 1300 · Fixed Assets 150,100.76

Total Fixed Assets 150,100.76

TOTAL ASSETS 540,673.59

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

2000 · Accounts Payable 1,388.63

Total Accounts Payable 1,388.63

Other Current Liabilities

2100 · Payroll Liabilities 1,013.80

2230 · Prepaid Assessments 1,610.13

Total Other Current Liabilities 2,623.93

Total Current Liabilities 4,012.56

Total Liabilities 4,012.56

Equity

3010 · Paid In Capital 398,251.00

3020 · Retained Earnings 99,760.86

Net Income 38,649.17

Total Equity 536,661.03

TOTAL LIABILITIES & EQUITY 540,673.59

VIRGINIA CITY HIGHLANDS PROPERTY OWNERS' ASSOCIATION
Statement Revenues and Expenses
April 30, 2021

	Month			Fiscal Year-to-date		
	April 2021	April 2020	Increase / (Decrease)	April 2021	April 2020	Increase / (Decrease)
REVENUES:						
Association Dues (billed)	-	-	-	58,225	58,225	-
Reserve Assessment (billed)	-	-	-	58,225	58,225	-
Fees	14	45	(31)	9,024	7,489	1,535
Other Income	-	575	(575)	1,260	16,133	(14,873)
Total Revenue	14	620	(606)	126,734	140,072	(13,338)
ADMINISTRATIVE EXPENSES						
Bookkeeping	2,494	225	2,269	9,433	8,006	1,427
Ombudsman Fee - NRS 116	-	-	-	-	-	-
US Postage	-	-	-	4,241	2,211	2,030
Office Supplies	19	31	(12)	1,174	1,827	(653)
Printing & Reproduction	51	-	51	1,997	852	1,145
Bank Fees	53	25	28	631	555	76
Professional Fees	150	950	(800)	1,120	8,804	(7,684)
Other Tax and Licenses	-	-	-	827	372	455
Total Administrative Expenses	2,767	1,231	1,536	19,423	22,627	(3,204)
ROAD EXPENSES						
Vehicle Maintenance	236	1,078	(842)	6,498	9,532	(3,034)
Road Maintenance & Improvements	-	303	(303)	6,103	10,733	(4,630)
Materials for Roads	-	-	-	5,575	14,881	(9,306)
Wages & Payroll Taxes, Worker's Comp	460	58	402	7,938	11,137	(3,199)
Other Road Expenses	-	-	-	-	188	(188)
Other Equipment Costs	-	-	-	29,492	5,583	23,909
Total Road Expenses	696	1,439	(743)	55,606	52,054	3,552
OTHER EXPENSES:						
Insurance	-	1,131	(1,131)	5,832	6,711	(879)
Fuel	1,292	-	1,292	3,448	1,863	1,585
Depreciation	-	-	-	-	-	-
Income Tax Expense	-	346	(346)	-	1,829	(1,829)
Telephone & Utility Expenses	84	83	1	981	1,035	(54)
Bad Debt Expense	-	-	-	-	-	-
Snow Plowing & Removal	875	200	675	2,793	1,607	1,186
Total Other Expenses	2,251	1,760	491	13,054	13,045	9
TOTAL EXPENSES	5,714	4,430	1,284	88,083	87,726	357
Net Income / (Loss)	(5,700)	(3,810)	(1,890)	38,651	52,346	(13,694)