

Virginia City Highlands Property Owners' Association

Minutes – August 8, 2017

V.C. Highlands Fire Station 72 Training Room

Present: Carmona, Warnke, Alcon

Absent:

- I. Call to Order, Declaration of a Quorum, and Approval of Meeting Agenda
President Carmona called the meeting to order at 7:04 pm. He declared a quorum present.
Warnke made a motion to approve a modified agenda (including approval of a new bookkeeper under New Business), seconded by Alcon. Motion adopted
- II. Approve Minutes of Meeting
Warnke made motion to approve the May 9 meeting minutes, seconded by Alcon. Motion adopted
Warnke made motion to approve the June 13 meeting minutes, seconded by Alcon. Motion adopted
- III. Comments by Association Members (NRS 116.31083.5)
None.
- IV. Review of Financial Statements
Carmona reviewed the financial statements. Total revenue was \$41,875. Road expenses for the month were \$15,265, administrative were \$4,295, other expenses were \$138 for total of \$19,697. Carmona and bookkeeper explained that the revenue was high because of the money from the firehouse. Checking has \$211,741.76. Reserve has \$161,591.49.
- V. New Business
Approval of new bookkeeper. Carmona explained that due to becoming a grandmother Lorene was leaving us and he thanked her for all her excellent work. Amy Draper stood up and gave a brief description of her background and expertise. Warnke made a motion to approve Amy Draper, CPA as the new bookkeeper, seconded by Alcon. Motion adopted.
- VI. Unfinished Business
None.
- VII. Committee Reports
 - A. Architectural Committee
There was no quorum for the August architectural meeting but a couple came just to get information about the potential for building a modular/pre-fabricated stick-built home (NOT a manufactured home) and they were told to gather information regarding the make and model to present to the architectural committee to see if it's something they would approve. A couple also came in for paint with samples and they were told it would be approved at the board meeting. Carmona stated he had resigned from the architectural committee and Grace Pizzuto (not Higashi as mentioned) would be taking his place.
Warnke made motion to approve Grace Pizzuto as a member of the architectural committee, seconded by Alcon. Motion adopted
 - B. Road Report
The mechanic mike has been dealing with personal issues but Gary Brownwell has been out working on the roads with 2 day laborers. He's been grading and the plan is to have all the roads graded and the ditches and culverts worked on by the end of August. The project for the concrete on Cartwright ended up being around \$6,500 so came in a few thousand under budget. By the end of the month the concrete

will have cured and the cones will be removed. The road is now 8" wider than before. Gary and the day laborers will then remove the rock out of the S turn. Mike will be getting the roller fixed and rebuild the transmissions for both plow trucks in preparation for winter. Approx \$800 in parts per truck and 8 hours of labor. The plows have been serviced. A homeowner mentioned about how snow had been plowed up in front of his gates on Enterprise last winter as the plow drivers did not realize the property was being used. Carmona said he would talk to the plow drivers and let them know the property owner is using the driveway. He did also mention that small berms are a way of winter life across regular driveways so there will always be a bit of snow and home owners need to knock them down. Carmona mentioned we are still planning on purchasing the trailer that had been discussed a previous month and also look at the possibility of purchasing a back hoe. The signs for winter conditions were discussed and how they help to alert divers on Sazarac and how signs need to be concreted in on other steep roads before winter. The conversation moved on to cell phone coverage and wireless calling.

VIII. Any Other Matters Which Board Members wish to Discuss

None.

IX. Comments By Association Members (NRS 116.3108.5)

None.

X. Adjourn

There being no further business, the meeting was adjourned at 7:33pm.

XI. Executive Session to Discuss Possible Violations of the CC&R's, if Necessary

Executive Session to discuss CC&R Violations

Respectfully submitted,
Rebecca Alcon, Secretary