

VIRGINIA CITY HIGHLANDS PROPERTY OWNERS ASSOCIATION

Monthly Board of Directors Meeting – August 9, 2022 at 6:30pm

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

(Public Comment / Board Discussion / Possible Action)

II. Pledge of Allegiance

III. Approve Minutes *(Public Comment / Board Discussion / Possible Action)*

1. April 12, 2022 minutes
- 2.

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. Financials *(Public Comment / Board Discussion / Possible Action)*

1. Financial Report
Action may be taken on any matters relating to VCHPOA finances

VI. New Business *(Public Comment / Board Discussion / Possible Action)*

All action items must be specifically listed

- 1.

VII. Unfinished Business *(Public Comment / Board Discussion / Possible Action)*

All action items must be specifically listed

1. Appoint Brittany Hill to the Architectural Committee

VIII. Committee Reports

1. **Architectural Committee Report** *(Public Comment / Board Discussion / Possible Action)*
Action may be taken on any matters relating to the Architectural Committee
2. **Road Report** *(Public Comment / Board Discussion / Possible 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. 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 – April 12, 2022. In person.

Present: Carmona, Pizzuto, Edlund

Absent: Welch

- I. Call to Order, Declaration of a Quorum, and Approval of Meeting Agenda
Carmona called the meeting to order at 6:32pm. He declared a quorum present. There was one addition to the agenda - to approve proposed Budget for fiscal year 22/23 so it can go in the newsletter.
Pizzuto made a motion to approve the agenda, seconded by Edlund. Motion adopted.
- II. Pledge of Allegiance
- III. Approve Minutes of Meeting
Pizzuto made a motion to approve the January 11 meeting minutes, seconded by Edlund. Motion adopted.
- IV. Comments by Association Members (NRS 116.31083.5)
A resident had a question about ombudsmen fees. Carmona stated the fees are based on how many lots there are in the association
- V. Review of Financial Statements
Carmona reviewed the financials from March. Revenue was \$1,679. Carmona stated money for dues was starting to trickle in. Administrative was \$681, Roads were \$157, Other were \$2,347 (includes insurance and snow plowing). Checking we have \$208,995.89 and in Reserve we have \$188,339.55. Pizzuto asked about late notices for dues. Carmona stated we have 52 dues that are late and notices will be going out.
- VI. New Business
 1. **Pick a date for the Annual Meeting.**
Carmona stated he would like to see a date in August. Pizzuto stated August was wide open. August 27 was selected.
Pizzuto made motion to select August 27 as the Annual Meeting Date, seconded by Edlund. Motion adopted.
Carmona stated the meeting would be at 10am and they would work on planning the potluck
 2. **Approve Proposed Budget**
Pizzuto made a motion to approve proposed budget for fiscal year 22/23, seconded by Edlund. Motion adopted
- VII. Unfinished Business
None.
- VIII. Committee Reports
 - A. Architectural Committee Report
Grace from the Architectural Committee shared the current happenings. For January/February there were no new approvals. In March they approved one new build and April they approved two new builds and one outbuilding.
 - B. Road Report
Things have been pretty quiet. We did rent a skid steer to address a few issues (e.g., Dortort, Delta, Graves/Grande plus some ditch work at higher elevations. Ryan's Rock and Hoe will start spring work in the next 3-4 weeks. The biggest issue right now is fuel and material costs so will need to be frugal on materials unless prices go down in the next few months. But we will take care of drainage, washboarding as much as we can with the grader. Pizzuto discussed how there were drainage issues with one house on Saddleback and Carmona stated he had already discussed it with the homeowner.

- IX. Any Other Matters Which Board Members wish to Discuss
Edlund had a question about nuisance animals, particularly dogs at large and all day/all night barking. Carmona stated the one thing in our guidelines is noxious behavior. Carmona added, though, that the best solution is to put a noise complaint in with the Sheriff's department because we have a long process that really only results in a small fine whereas the Sheriff's department can deal with it quicker and will keep the reporter anonymous.
- X. Comments by Association Members (NRS 116.3108.5)
None.
- XI. Adjourn
There being no further business, the meeting was adjourned at 6:48pm.
- XII. Executive Session to Discuss Possible Violations of the CC&R's, if Necessary
Executive Session to discuss CC&R Violations

Respectfully submitted,
Jay Carmona, President

VIRGINIA CITY HIGHLANDS PROPERTY OWNERS' ASSOCIATION

Statement Revenues and Expenses

June 30, 2022

	Month			Fiscal Year-to-date		
	Jun 2022	Jun 2021	Increase/ (Decrease)	Jun 2022	Jun 2021	Increase/ (Decrease)
REVENUES:						
Association Dues (billed)		-	-	57,500	58,225	(725)
Special Assessment - Reserve Fund (billed)	-	-	-	57,500	58,225	(725)
Fees	1,030	6,565	(5,535)	15,209	16,430	(1,221)
Other Income	-	4,581	(4,581)	5,519	5,898	(379)
Total Revenue	1,030	11,146	(10,116)	135,728	138,778	(3,051)
ADMINISTRATIVE EXPENSES						
Bookkeeping	1,374	1,076	298	8,724	11,200	(2,477)
Ombudsman Fee - NRS 116		-	-	559	4,968	(4,409)
US Postage	1,443	94	1,349	2,707	4,280	(1,573)
Office Supplies	1,330	726	604	4,450	3,072	1,378
Printing & Reproduction	1,377	81	-	2,697	2,079	618
Bank Fees	10	49	(39)	104	725	(621)
Professional Fees	-	-	-	321	5,625	(5,305)
Other Tax & Licenses		-	-	-	827	
Total Administrative Expenses	5,534	2,027	3,507	19,561	32,776	(13,215)
ROAD EXPENSES						
Vehicle Maintenance	1,262	166	1,096	7,064	8,375	(1,312)
Road Maintenance & Improvements	-	-	-	10,749	7,315	3,434
Materials for Roads	4,820	79	4,742	6,050	5,654	397
Wages & Payroll Taxes, Worker's Comp	188	147	41	2,887	8,186	(5,299)
Other Road Expenses		-	-	-	-	-
Other Equipment Costs		-	-	-	29,493	(29,493)
Total Road Expenses	6,270	392	5,878	26,750	59,023	(32,272)
OTHER EXPENSES:						
Insurance	939	2,520	(1,581)	5,479	8,352	(2,873)
Fuel	-	67	(67)	75	3,502	(3,427)
Depreciation		-	-	-	-	-
Income Tax Expense		-	-	(6,628)	-	(6,628)
Telephone & Utility Expenses	183	135	48	1,255	1,199	55
Bad Debt Expense		-	-	(300)	-	(300)
Miscellaneous (includes snow plowing)	239	368	(129)	7,717	2,286	5,431
Total Other Expenses	1,360	3,090	(1,729)	7,597	15,339	(7,742)
TOTAL EXPENSES	13,165	5,508	7,657	53,909	107,138	(53,229)
Net Income / (Loss)	(12,135)	5,638	(17,773)	81,819	31,641	50,178

Virginia City Highlands Property Owner Association
BALANCE SHEET
June 30, 2022

	<u>Jun 30, 22</u>
ASSETS	
Current Assets	
Checking/Savings	
1001 · Checking HERITAGE - 8082	207,138.72
1050 · Savings Reserve HERITAGE - 0835	188,339.55
Total Checking/Savings	<u>395,478.27</u>
Accounts Receivable	29,765.00
Other Current Assets	10,630.55
Total Current Assets	<u>449,751.99</u>
Fixed Assets	150,100.76
TOTAL ASSETS	<u><u>585,974.58</u></u>
LIABILITIES & EQUITY	
Liabilities	2,299.36
Equity	583,675.22
TOTAL LIABILITIES & EQUITY	<u><u>585,974.58</u></u>