

VIRGINIA CITY HIGHLANDS PROPERTY OWNERS ASSOCIATION
Monthly Board of Directors Meeting – April 12, 2022 at 6:30pm
V. C. Highlands Fire Station Training Room, 2610 Cartwright Road Reno, NV 89521
To be held in person

A G E N D A

- 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. January 11, 2022
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. Quarterly 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. Pick date for Annual Meeting

2. Approve Proposed Budget FY 2022-2023
- VII. Unfinished Business** *(Public Comment / Board Discussion / Possible Action)*
All action items must be specifically listed
1.
- 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 – January 11, 2022. In person.

Present: Carmona, Pizzuto, Alcon

Absent: Edlund 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.
Pizzuto made a motion to approve the agenda, seconded by Alcon. Motion adopted.
- II Pledge of Allegiance
- III. Approve Minutes of Meeting
Pizzuto made a motion to approve the October 12 meeting minutes, seconded by Alcon. Motion adopted.
Pizzuto made a motion to approve the Annual Meeting minutes, seconded by Alcon. Motion adopted.
- IV. Comments by Association Members (NRS 116.31083.5)
None
- V. Review of Financial Statements
Carmona reviewed the financials from the previous month. Revenue was \$746. Carmona stated money for dues was starting to trickle in. Administrative was \$3,156, Roads were \$3,958, Other were \$0. Checking/Savings we have \$330,219.16. Carmona.
- VI. New Business
Appoint Positions to Executive Board
Pizzuto made a motion to approve Carmona as President, seconded by Alcon. Motion adopted.
Carmona made a motion to approve Pizzuto as Vice President, seconded by Alcon. Motion adopted.
Pizzuto made a motion to approve Alcon as Secretary, seconded by Carmona. Motion adopted.
Pizzuto made a motion to approve Welch as Vice President II, seconded by Alcon. Motion adopted.
Pizzuto made a motion to approve Edlund as Treasurer, seconded by Alcon. Motion adopted.
- VII. Unfinished Business
None.
- VIII. Committee Reports
 - A. Architectural Committee Report
Grace from the Architectural Committee shared the current happenings. Last week we had one home owner attend with plans but did not have plot map so they will return in February for approval. Carmona asked how many plans for new homes were approved in 2021. Grace estimated it was between 7 and 10.
 - B. Road Report
No road maintenance since it's winter but we have been out plowing. We got a lot of precipitation so we've been trying to find places to put the snow. We got the snow blower up and running so it will be ready for the next storm. There was a well truck that did damage to Empire Road so Carmona has been in touch with the owner. They have attempted to fix the drainage in the interim. We are going through a thaw so the roads will be muddy. Waste Management were able to do the Tuesday pickup and will hopefully be able to do Thursday. Carmona reminded the attendees that trash dumpsters are available at the fire station. Alcon stated if trash service didn't come that residents should bring their cans in so the bears don't get into the trash. Carmona stated they have estimated there are 9 bears in the Highlands at this time. Carmona stated there will be an online town hall planned with Waste Management to discuss the issues with winter pickup. He also let new residents know about the free dump passes that residents can pick up from the courthouse.
- IX. Any Other Matters Which Board Members wish to Discuss
None

- X. Comments by Association Members (NRS 116.3108.5)
Pizzuto told new residents about the vehicle stickers that residents can purchase at the Architectural Committee Meeting the first Tuesday of each month at 6:30pm at the fire station.
- XI. Adjourn
There being no further business, the meeting was adjourned at 7:03pm.
- 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

March 31, 2022

	Month			Fiscal Year-to-date		
	Apr 2022	Apr 2021	Increase/ (Decrease)	Apr 2022	Apr 2021	Increase/ (Decrease)
REVENUES:						
Association Dues (billed)		-	-	57,500	58,225	(725)
Special Assessment - Reserve Fund (billed)	-	-	-	57,500	58,225	(725)
Fees	1,625	-	1,625	13,679	9,010	4,669
Other Income	37	4	33	444	1,264	(820)
Total Revenue	1,662	4	1,658	129,123	126,724	2,399
ADMINISTRATIVE EXPENSES						
Bookkeeping	-	2,494	(2,494)	7,350	9,433	(2,083)
Ombudsman Fee - NRS 116	-	-	-	559	-	559
US Postage	-	-	-	1,264	4,241	(2,977)
Office Supplies	157	19	138	2,990	1,174	1,816
Printing & Reproduction	-	51	-	1,028	1,997	(969)
Bank Fees	10	49	(39)	84	627	(543)
Professional Fees	-	150	(150)	321	1,120	(800)
Other Tax & Licenses	-	-	-	-	827	-
Total Administrative Expenses	167	2,763	(2,596)	13,596	19,419	(5,823)
ROAD EXPENSES						
Vehicle Maintenance	11	236	(226)	5,607	6,498	(891)
Road Maintenance & Improvements	-	1,212	(1,212)	10,749	7,315	3,434
Materials for Roads	15	-	15	1,215	5,575	(4,360)
Wages & Payroll Taxes, Worker's Comp	-	460	(460)	1,554	7,938	(6,384)
Other Road Expenses	-	-	-	-	-	-
Other Equipment Costs	-	-	-	-	29,493	(29,493)
Total Road Expenses	26	1,908	(1,882)	19,125	56,819	(37,694)
OTHER EXPENSES:						
Insurance	939	-	939	3,602	5,832	(2,230)
Fuel	-	1,212	(1,212)	75	3,368	(3,293)
Depreciation	-	-	-	-	-	-
Income Tax Expense	-	-	-	(6,628)	-	(6,628)
Telephone & Utility Expenses	96	84	13	1,006	981	25
Bad Debt Expense	-	-	-	(300)	-	(300)
Miscellaneous (includes snow plowing)	-	-	-	7,478	1,918	5,560
Total Other Expenses	1,035	1,295	(260)	5,233	12,099	(6,866)
TOTAL EXPENSES	1,228	5,966	(4,738)	37,953	88,336	(50,383)
Net Income / (Loss)	434	(5,962)	6,396	91,169	38,388	52,782

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

	<u>Apr 30, 22</u>
ASSETS	
Current Assets	
Checking/Savings	
1001 · Checking HERITAGE - 8082	217,321.79
1050 · Savings Reserve HERITAGE - 0835	188,339.55
Total Checking/Savings	<u>405,661.34</u>
Accounts Receivable	38,435.00
Other Current Assets	5,655.55
Total Current Assets	<u>449,751.99</u>
Fixed Assets	150,100.76
TOTAL ASSETS	<u><u>599,852.65</u></u>
LIABILITIES & EQUITY	
Liabilities	6,843.77
Equity	593,008.88
TOTAL LIABILITIES & EQUITY	<u><u>599,852.65</u></u>