

**PARKWOOD HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES**

Tuesday, January 10, 2017
Held at Clubhouse at Parkwood

Board Members Present:	Tim York, Hans Scheurer, Dan Matsui, Carol Thorpe and Peter Hunt
Board Members Absent:	None.
EBMC:	Kevin Berg, Community Manager, Rebeka Wiggins, Recording Secretary
Other:	None.
Homeowners Present:	List on File with Management

I. CALL MEETING TO ORDER/ROLL CALL

Tim York called the meeting to order at 5:15 p.m.

II. MEMBER'S FORUM – Agenda Items Only

A. Homeowner

Homeowner asked about the hole in the fence. Tim York explained that the fence was hit by a vehicle.

III. APPROVAL OF PREVIOUS MEETING MINUTES

A. Review and Approve November 8, 2016 Board Meeting Minutes

The meeting minutes were reviewed by the Board.

Motion: Carol Thorpe made a motion to approve the November 8, 2016 minutes as written. The motion was seconded by Hans Scheurer and unanimously approved.

IV. FINANCIAL REPORTS

A. Review and Approve Financial Report for November 2016.

Carol Thorpe gave a brief financial report. She noted no out of line conditions.

Motion: Dan Matsui made a motion to accept the financial report for November 2016 as presented. The motion was seconded by Peter Hunt and unanimously approved.

V. PRESIDENT'S REPORT

Tim York said it was a wonderful Christmas Party. The party only cost \$230.00. Tim York wanted to personally thank Sheryl Lipari for her help on the Christmas Party. Dan Matsui stated that he enjoyed the background music. The trash collection has been changed to Monday. If anyone has questions regarding recycling dates, you can find the information on the website. We are also looking for the email opt-in form to authorize EBMC to communicate with you via email whenever possible. There are communications that cannot be sent electronically and those will still be mailed. Tim also wanted to remind everyone to turn in their Earthquake Insurance census by February 1, 2017. Also, please take care of cleaning your gutters.

VI. MAINTENANCE REPORT/PROPERTY REPORTS: Arch. Requests; Work Orders; EBMC

Robert Lipari said we didn't have any real issues with the snow. He added that there is some moisture in the garages due to such water saturation in the ground. He added that he has a few decks are leaking, but he will try to get someone to take a look at those in the spring. He added that he has some proposals for the RV lot gate and several other gates that need some attention.

VII. COMMITTEE REPORTS – Social Committee/Infrastructure etc.

A. Social/Newsletter Committee

None.

B. Infrastructure Committee

None.

VIII. ACTION ITEMS

A. Discuss/Approve/Disapprove: Tennis Court Refurbishment Update including Lighting Retention

Tim York stated that they are going to keep the lighting. Initially, he thought they could eliminate them, but he has reconsidered this option because they do not want to remove or reduce an existing amenity. The cost will be reflected in the property values because it will look quite nice. He stated that the project will need to be completed in stages.

B. Discuss/Approve/Disapprove: Insurance Policy Renewal

Tim York explained that since our current policy expires within the next week. They have been in contact with Ron Wright and unfortunately, he was unable to provide them with the renewal estimate for this meeting, likely due to the many major weather events we have been experiencing.

Motion: Carol Thorpe made a motion to renew the insurance policy with Mike Menath Insurance. The motion was seconded by Hans Scheuer and unanimously approved.

C. Discuss/Approve/Disapprove: Update on Peckham Fence Repair

The fence is being repaired. There has been a delay due to weather.

D. Discuss/Approve/Disapprove: Reserve Study Scheduling

Tim York stated that we are required to update our Reserve Study each year and to complete a full Study every five years. They are planning to meet with the Reserve Study Consultant in mid-February. Everyone is encouraged to attend.

IX. CORRESPONDENCE:

None.

X. 2ND MEMBER'S FORUM

A. Cindy Fox

Homeowner stated that the power has been turned on the power at 4319 Clyde Ct. She commented that the street light on Clyde Court is hit or miss. Tim York stated that the issue is really that there has been minimal light to charge it.

B. Homeowner

Homeowner stated that she would like to see more email communication.

NEXT MEETING:

February 14, 2017

VI ADJOURNMENT

Carol Thorpe made a motion to adjourn the meeting. It was seconded by Dan Matsui and unanimously approved. The meeting adjourned at 5:52 p.m.

Respectfully Submitted,

Recording Secretary

Board of Directors

**PARKWOOD HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES**

Tuesday, February 14, 2017
Held at Clubhouse at Parkwood

Board Members Present:	Tim York, Hans Scheurer, Dan Matsui, Carol Thorpe and Peter Hunt
Board Members Absent:	None.
EBMC:	Kevin Berg, Community Manager, Rebeka Wiggins, Recording Secretary
Other:	None.
Homeowners Present:	List on File with Management

I. CALL MEETING TO ORDER/ROLL CALL

Tim York called the meeting to order at 5:15 p.m.

II. MEMBER'S FORUM – Agenda Items Only

A. Cheryl Lipari

Homeowner's asked about the reserve study process and if anyone will be invited to attend the meeting with the Reserve Study specialist.

B. Homeowner

Homeowner asked about snow removal because it never gets done on her street.

III. APPROVAL OF PREVIOUS MEETING MINUTES

A. Review and Approve January 10, 2017 Board Meeting Minutes

The meeting minutes were reviewed by the Board.

Tim York asked that the minutes be amended to state that the October 2016 Financial Report was accepted at the previous meeting.

Motion: Hans Scheurer made a motion to approve the January 10, 2017 minutes as written. The motion was seconded by Carol Thorpe and unanimously approved.

IV. FINANCIAL REPORTS

A. Review and Approve Financial Report for November and December 2016.

Carol Thorpe gave a brief financial report and noted no out of line conditions.

Motion: Hans Scheurer made a motion to accept the financial report for November 2016 as presented. The motion was seconded by Peter Hunt and unanimously approved.

Motion: Hans Scheurer made a motion to accept the financial report for December 2016 as presented. The motion was seconded by Peter Hunt and unanimously approved.

V. PRESIDENT'S REPORT

Tim York reminded the audience to fill out and return their email opt-in form to assist EBMC with communicating with our Homeowners.

VI. MAINTENANCE REPORT/PROPERTY REPORTS: Arch. Requests; Work Orders; EBMC

Robert stated that there have been some roof leaks that he has been taking care of. He has been communicating with the new landscaping company to figure out what days the plan to schedule service. In addition Reno Green has presented a proposal to re-install the back flow items the cost will be \$405.00 for nine devices.

VII COMMITTEE REPORTS – Social Committee/Infrastructure etc.

A. Social/Newsletter Committee

Cheryl Lipari stated that they will probably be starting back up in May. It has been hard with the weather.

VIII. ACTION ITEMS

A. Discuss/Approve/Disapprove final tally for earthquake insurance.

Tim York announced that there were 59 residents that voted no and 4 yes votes. The Association will not be purchasing earthquake insurance.

B. Discuss/Approve/Disapprove update on the tennis courts.

Tim York stated that they are still working on a plan for the tennis courts and he is hoping to have two RFP's ready next week so we can get them out for proposals. Tim explained the plan to paint a pickle ball court along with the tennis court. There was also some discussion regarding the installation of a basketball hoop. There was some additional discussion regarding the lighting.

C. Discuss/Approve/Disapprove of Clyde Court Solar Streetlight

Dan Matsui stated that last month a Homeowner brought up the fact that the solar street light is not sufficient he feels that it may be a safety issue because it is very dark there. Carol Thorpe suggested a motion light that runs on batteries. She also believes that the juniper trees that surround the entrance to her home should be removed to allow for more light. Tim York explained that there are other options available for solar lighting.

D. Discuss/Approve/Disapprove Reserve Study Scheduling.

Tim York stated that the Reserve Study meeting has been scheduled for this Friday at 1:00 p.m.

IX CORRESPONDENCE:

Kathy Cripps submitted a letter to the Board asking for assistance with cleaning up after the dogs that are running in the grassy common areas. Tim York stated that he will be attempting to get in contact with the dog owners.

X 2ND MEMBER'S FORUM

A. Homeowner

Homeowner believes that most of the residents of Parkwood are responsible dog owners. In addition, she is concerned about people from other neighborhoods that could cause problems in the community.

B. Cheryl Lipari

Homeowner was concerned that she believes the Board should look into installing gates. The Board agreed to agendaize it for the next meeting.

C. Homeowner

Homeowner asked about sequential maintenance issues. In addition, she believes that the delay in maintenance has caused further damage. The Homeowner was confused about the process for maintenance issues.

D. Art Chapman

Homeowner asked how the Homeowner would be notified that the HOA insurance policy has been renewed.

NEXT MEETING:

March 14, 2017

VI. ADJOURNMENT

Dan Matsui made a motion to adjourn the meeting. It was seconded by Peter Hunt and unanimously approved. The meeting adjourned at 6:07 p.m.

Respectfully Submitted,

Recording Secretary

Board of Directors

**PARKWOOD HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES**

Tuesday, March 14, 2017
Held at Clubhouse at Parkwood

Board Members Present:	Tim York, Hans Scheurer, Dan Matsui, Carol Thorpe and Peter Hunt
Board Members Absent:	None.
EBMC:	Kevin Berg, Community Manager, Rebeka Wiggins, Recording Secretary
Other:	None.
Homeowners Present:	List on File with Management

I. CALL MEETING TO ORDER/ROLL CALL

Tim York called the meeting to order at 5:14 p.m.

II. MEMBER'S FORUM – Agenda Items Only

A. Sheryl Lipari

Homeowner stated that she has received 12 signatures from Homeowners asking that the issue of the gate be researched. Sheryl also asked about the no trespassing signs that are installed throughout the property and why we cannot ask them to leave.

III. APPROVAL OF PREVIOUS MEETING MINUTES

A. Review and Approve February 14, 2017 Board Meeting Minutes

The meeting minutes were reviewed by the Board.

Motion: Carol Thorpe made a motion to approve the February 14, 2017 minutes as written. The motion was seconded by Peter Hunt and unanimously approved.

IV. FINANCIAL REPORTS

A. Review and Approve Financial Report for January 2017.

Carol Thorpe gave a brief financial report. She noted no out of line conditions.

Motion: Peter Hunt made a motion to accept the financial report for January 2017 as presented. The motion was seconded by Dan Matsui and unanimously approved.

V. PRESIDENT'S REPORT

Tim York stated that he wants to remind everyone to opt in to email notification with EBMC to help save us some money. He also explained that Waste Management did not pick up our garbage on Monday as scheduled. With email notification, we could use this service to notify our Homeowners. He added that Reno Green has stated that our landscaping day will be Wednesday.

VI. MAINTENANCE REPORT/PROPERTY REPORTS: Arch. Requests; Work Orders; EBMC

Robert Lipari stated that he has been touching bases with Reno Green and they will be doing some spraying of the trees in the next couple of weeks. He added that he is still working on two roof leaks.

VII. COMMITTEE REPORTS – Social Committee/Infrastructure etc.

A. Social/Newsletter Committee

Sheryl stated that Bunko will start again in April and then the Pool Opening party in May.

VIII. ACTION ITEMS

A. Discuss/Approve/Disapprove and issue both the tennis court lighting RFP and the resurfacing RFP

Tim explained that the Board has now reviewed the RFP's for the tennis court lighting and resurfacing. Dan Matsui asked about the implied warranty and whether it will be sufficient to support a 30-year life expectancy based on the Reserve Study. Tim explained that consideration for this was included in the RFP's. Dan reiterated that he believes a warranty on the undersurfaces should be included.

Motion: Carol Thorpe made a motion to accept the RFP for the tennis Court Lighting project and the Tennis Court Resurfacing project as presented. The motion was seconded by Hans Scheurer and unanimously approved.

B. Discuss/Approve/Disapprove Reserve Study Update

Tim explained that the Board met with the Reserve Study Specialists to go over the updated Reserve Study in detail.

Motion: Hans Scheurer made a motion to accept the Reserve Study update as presented. The motion was seconded by Carol Thorpe and unanimously approved.

C. Discuss/Approve/Disapprove 2017 Pest Control proposal from CAD

The Board reviewed the proposal from CAD Pest Control for pest control services.

Motion: Carol Thorpe made a motion to accept the proposal from CAD Pest Control in the amount of \$1,670.00. The motion was seconded by Hans Scheurer and unanimously approved.

D. Review gate study results and discuss options.

Dan Matsui explained that he was referred to Tholl Fence and Artistic Fence for the gate project. He was unable to reach anyone at Artistic Fence. He has met with Tholl Fence and they are recommending a gate that opens vertically. Tim explained that this is a very large infrastructure project. Hans Scheurer explained that they simply do not have enough information.

E. Discuss improving street lighting where inadequate.

Dan Matsui has been looking into the lighting throughout the Community. He stated that there are some dark areas that could really use some better lighting.

F. Discuss legal and other methods to deter dog waste in common areas.

The Board discussed multiple options regarding dog waste in the Community. No specific action was taken.

IX CORRESPONDENCE:

Sheryl Lipari submitted the results of the signatures that she received regarding the gate project.

X 2ND MEMBER'S FORUM

A. Homeowner

Homeowner stated that when he was out of town, someone did try to get into his garage. He added that we still have an issue with parking. He does not believe that this is the same community he moved into over 20 years ago.

B. Sheryl Lipari

She believes that a flyer should be put out to remind people of their responsibilities.

NEXT MEETING:

April 11, 2017

VI ADJOURNMENT

Carol Thorpe made a motion to adjourn the meeting. It was seconded by Hans Scheurer and unanimously approved. The meeting adjourned at 6:11 p.m.

Respectfully Submitted,

Rebeka Wiggins, Recording Secretary

Rebeka Wiggins, Recording Secretary

Board of Directors

**PARKWOOD HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES**

Tuesday, April 11, 2017
Held at Clubhouse at Parkwood

Board Members Present:	Tim York, Hans Scheurer, Dan Matsui, Carol Thorpe and Peter Hunt
Board Members Absent:	None.
EBMC:	Kevin Berg, Community Manager, Rebeka Wiggins, Recording Secretary
Other:	None.
Homeowners Present:	List on File with Management

I. CALL MEETING TO ORDER/ROLL CALL

Tim York called the meeting to order at 5:13 p.m.

II MEMBER'S FORUM – Agenda Items Only

A. Cheryl Lipari

Homeowner was concerned about the costs for the lights and the tennis courts and maybe the option of not adding lights would be beneficial.

III. APPROVAL OF PREVIOUS MEETING MINUTES

A. Review and Approve March 14, 2017 Board Meeting Minutes

The meeting minutes were reviewed by the Board.

Motion: Hans Scheurer made a motion to approve the March 14, 2017 minutes as written. The motion was seconded by Carol Thorpe and unanimously approved.

IV. FINANCIAL REPORTS

A. Treasurer's Report/Review and Approve Financial Report for February 2017.

Carol Thorpe gave a brief financial report. She noted no out of line conditions.

Motion: Hans Scheurer made a motion to accept the financial report for February 2017 as presented. The motion was seconded by Dan Matsui and unanimously approved.

V. PRESIDENT'S REPORT

Tim announced that there is now an operational shower in the clubhouse. Tim stated that they will be looking at the parking rules next month.

VI. MAINTENANCE REPORT/PROPERTY REPORTS: Arch. Requests; Work Orders; EBMC

Robert stated that they have had a lot of roof leaks. He is really having a really hard time getting anyone out here to even take a look at the roofs. He explained that most of the problems are with the flashing.

VII COMMITTEE REPORTS – Social Committee/Infrastructure etc.

A. Social/Newsletter Committee

Bunko has been rescheduled to the 20th at 6:30 p.m. Additionally, she wants to schedule the pool party date for June 11, 2017.

VIII. ACTION ITEMS

A. Discuss/Approve/Disapprove 2017-2018 Proposed Budget

The Board reviewed the 2017/18 Budget as proposed. Tim added that without an increase in 10 years, it may be coming time to think about an increase in the next fiscal year. This year we are okay.

/Motion: Hans Scheurer made a motion to approve the 2017/18 Budget as presented. The motion was seconded by Dan Matsui and unanimously approved.

B. Discuss/Approve/Disapprove Award bid for Tennis Court Lighting

There were two lighting proposals presented were from Have Lights Will Travel and another from The Electric Company. There was some discussion about requesting a vote to remove the lights. Kevin added that the process should be reviewed by Gayle Kern to determine feasibility.

Motion: Carol Thorpe made a motion to begin the process of asking the Homeowner's for permission to remove the lighting from the tennis courts and to include the costs associated with upgrading the lighting. The motion was seconded by Hans Scheurer and unanimously approved.

C. Discuss/Approve/Disapprove Award bid for Tennis Court Resurfacing

The proposal for the resurfacing of the new tennis court from SNC is \$104,795.00. Tim suggested that since there is only one proposal, we should move on to the lighting proposals. The Tennis Court resurfacing project was tabled until the May meeting.

D. Review/discuss gate study update.

Dan Matsui explained that the committee had a great meeting and broke down the task of installing gates into separate processes. Each member will be looking into answering a number of questions that have been raised by the Committee. Once answers have been obtained the Committee will then move forward with obtaining proposals that can be presented to the Board.

E. Review/Discuss proposed flyer for residents

This issue was postponed until the May meeting.

IX CORRESPONDENCE:

There was one letter from Sharlee W. Smith regarding a gentleman walking his dog in the Community who does not live here. Tim York explained that he believes that the issue has been resolved.

X 2ND MEMBER'S FORUM

A. Cindy

Homeowner asked about pre-emergent.

B. Kathy Cribbs (4017 Blue Grass Court)

Homeowner asked who she should report when she sees people going through the trash. Tim York stated that she should call the police. In addition, she stated that NV Energy showed up yesterday but was unable to repair the light near her home.

C. Cheryl Lipari

Homeowner was concerned that when NV Energy trimmed the tree near her home when they repaired the transformer. She also suggested that of the Board is thinking of addressing the parking rules, they should perhaps have input from Homeowners.

D. Homeowner

Homeowner asked if the patio areas will be sprayed?

NEXT MEETING:

May 9, 2017

VI ADJOURNMENT

Carol Thorpe made a motion to adjourn the meeting. It was seconded by Peter Hunt and unanimously approved. The meeting adjourned at 6:09 p.m.

Respectfully Submitted,

Rebeka Wiggins, Recording Secretary

Rebeka Wiggins, Recording Secretary

Board of Directors

**PARKWOOD HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES**

Tuesday, May 9, 2017
Held at Clubhouse at Parkwood

Board Members Present:	Tim York, Hans Scheurer, Dan Matsui, Carol Thorpe and Peter Hunt
Board Members Absent:	None.
EBMC:	Kevin Berg, Community Manager, Rebeka Wiggins, Recording Secretary
Other:	None.
Homeowners Present:	List on File with Management

I. CALL MEETING TO ORDER/ROLL CALL

Tim York called the meeting to order at 5:14 p.m.

II MEMBER'S FORUM – Agenda Items Only

A. Homeowner

Homeowner reported that he has investigated his supplier for the tennis courts and he already supplies to the contractor we are having do the work so there are no opportunities for savings there.

III. APPROVAL OF PREVIOUS MEETING MINUTES

A. Review and Approve April 11, 2017 Board Meeting Minutes

The meeting minutes were reviewed by the Board.

Motion: Carol Thorpe made a motion to approve the April 11, 2017 minutes as written. The motion was seconded by Peter Hunt and unanimously approved.

IV. FINANCIAL REPORTS

A. Review and Approve Financial Report for March 2017.

Carol Thorpe gave a brief financial report.

Motion: Hans Scheurer made a motion to accept the financial report for March 2017 as presented. The motion was seconded by Dan Matsui and unanimously approved.

V. PRESIDENT'S REPORT

Tim York reported that the lawns are brown because Reno Green is working on getting the irrigation system up, but he thinks they have now gotten everything running.

VI. MAINTENANCE REPORT/PROPERTY REPORTS: Arch. Requests; Work Orders; EBMC

Robert Lipari stated that the pool is opening in a couple of weeks, he will start getting the decks up next month.

VII COMMITTEE REPORTS – Social Committee/Infrastructure etc.

A. Social/Newsletter Committee

Carol stated that the pool opening party is scheduled for 6/11/17.

VIII. ACTION ITEMS

A. Discuss/Approve/Disapprove Parking Rules 3.2.1 Change.

There was some discussion regarding the issue of amending the parking rules to state that vehicles may only be parked in driveways that can fully accommodate them. Dan Matsui was opposed to the change because he felt that the rule was undefined and should be further clarified.

Motion: Hans Scheurer made a motion to accept the change to the Parking Rules 3.2.1 as presented. The motion was seconded by Carol Thorpe and approved (CT, HS, PH, TY) in favor and (DM) against.

B. Discuss/Approve/Disapprove Tennis Courts Lighting

The Board reported that they are still working on obtaining a vote from the Membership regarding the lighting at the tennis courts. The proposal that we have at this time is \$56,000 for the lights and an additional \$70,000 to add the poles. More research will be done if the membership approves the upgrade. Tim explained that the Board has discussed this issue with general council and she has explained that we will need a 51% majority for the approval. Additionally, Dan Matsui presented the Board with "An

Advisory to All Parkwood Residents". The Board was not opposed to providing this information to the Parkwood Residents, however he was asked to condense the document to a single page so that it can be included on the back of the pool party flyer. Dan Matsui agreed to do this.

C. Discuss/Approve/Disapprove Tennis Court resurfacing Bid.

The proposal for resurfacing the tennis courts is \$104,000. This item was tabled until such time as a decision is made about the lighting upgrades.

D. Discuss/Approve/Disapprove Gate Study Update

Dan Matsui reported that the Committee has been making lots of progress on the gate project. At this point the approximate cost to add gates to the entrances at Parkwood is \$115,000. He will continue to work on getting exact costs and will report additional information at the June meeting.

E. Discuss/Approve/Disapprove Flyer to Residents

There was a lot of discussion regarding making a flyer that can be sent to the residents of Parkwood discussion a variety of issues. No specific decision was made on what would be sent.

F. Discuss/Approve/Disapprove Pool Party Budget Allocation

Carol Thorpe believed that the cost for the Pool Opening party should be no more that \$200.00.

Motion: Hans Scheurer made a motion to approve the allocation of \$200.00 for Pool Opening Party expenses. The motion was seconded by Peter Hunt and unanimously approved.

H. Discuss/Approve/Disapprove Side Street Paving RFP

The discussion regarding the Side Street Paving RFP was tabled until the June meeting.

IX CORRESPONDENCE:

None.

X 2ND MEMBER'S FORUM

A. Homeowner

Homeowner stated that her neighbor has no yard. Robert Lipari stated that that property is on his list and should get done this season.

B. Homeowner

Homeowner stated that his wife would love to have a yard sale. The Board explained that any event such as this would need to be a Community event.

C. Homeowner

Homeowner asked about a nuisance issue. The Board stated that any nuisance issue would have to be first reported to Management.

D. Erika Barrett

Homeowner asked what the process was for getting Reno Green up to speed.

NEXT MEETING:

June 13, 2017

VI ADJOURNMENT

Carol Thorpe made a motion to adjourn the meeting. It was seconded by Peter Hunt and unanimously approved. The meeting adjourned at 6:08 p.m.

Respectfully Submitted,

Rebeka Wiggins, Recording Secretary

Rebeka Wiggins, Recording Secretary

Board of Directors

**PARKWOOD HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES**

Tuesday, June 13, 2017
Held at Clubhouse at Parkwood

Board Members Present:	Tim York, Hans Scheurer, Dan Matsui, Carol Thorpe and Peter Hunt
Board Members Absent:	None.
EBMC:	Kevin Berg, Community Manager, Rebeka Wiggins, Recording Secretary
Other:	None.
Homeowners Present:	List on File with Management

I. CALL MEETING TO ORDER/ROLL CALL

Tim York called the meeting to order at 5:14 p.m.

II. MEMBER'S FORUM – Agenda Items Only

1. Homeowner

Homeowner thanked the Board for the pool party. The weather was bad, but it was a great party.

III. APPROVAL OF PREVIOUS MEETING MINUTES

1. Review and Approve May 9, 2017 Board Meeting Minutes

The meeting minutes were reviewed by the Board.

Motion: Carol Thorpe made a motion to approve the May 9, 2017 minutes as written. The motion was seconded by Peter Hunt and unanimously approved.

IV. FINANCIAL REPORTS

1. Review and Approve Financial Report for April 2017.

Carol Thorpe gave a brief financial report. She noted no out of line conditions. She explained that, as a side note, someone has to call each June to have the contract renewed for the phone bills, otherwise, we will not continue to receive our discount.

Motion: Peter Hunt made a motion to accept the financial report for April 2017 as presented. The motion was seconded by Hans Scheurer and unanimously approved.

V. PRESIDENT'S REPORT

Tim York stated that there was a great turnout at the pool party. Also he gave a brief heads up that the annual bug spraying is starting soon.

VI. MAINTENANCE REPORT/PROPERTY REPORTS: Arch. Requests; Work Orders; EBMC

Robert Lipari stated that they are working on the sod in a couple of areas and the xeriscaping on Millbrook has started. There was also some discussion regarding doors that needed to be replaced.

VII. COMMITTEE REPORTS – Social Committee/Infrastructure etc.

1. Social/Newsletter Committee

The pool party was a success.

VIII. ACTION ITEMS

1. Discuss/Approve/Disapprove Tennis Court lighting vote tally, bid award and possible Special Assessment.

Tim York announced that the official result was 67 no and 13 yes with 71% of the Homeowner's responding. So there will be no upgrade on the lighting at the tennis court.

2. Discuss/Approve/Disapprove Tennis Court resurfacing bid award with supplementary item.

The Board had previously reviewed a proposal waiting for the vote to come in on the lighting upgrade. The cost to replace the tennis courts will be in the range of \$104,000. This proposal did not include the removal of the existing lighting. The total cost for the tennis courts is \$110,595.00. There is no cost for removing the cyclone fence.

Motion: Hans Scheurer made a motion to approve the proposal as submitted by SNC Construction to replace the tennis court including removal of the existing lighting in the amount of \$110,595.00 as presented. The motion was seconded by Carol Thorpe and unanimously approved.

3. Discuss/Approve/Disapprove Gate Study update.

Dan Matsui stated that they are waiting for a more definitive bid from two contractors for the total cost of the installation of security gates. He added that the contractors are extremely busy this time of year, but they are making progress. Dan Matsui explained that because some Homeowner's have expressed concerns regarding the safety, so we have an obligation to look into it. One Homeowner that was present stated that she lives right next to a locked gate and she has been burglarized.

4. Discuss/Approve/Disapprove EBMC Welcome Packet revision.

Tim York explained that we have taken a look at the Welcome Packet and the Board had decided to add a few additional documents. For example a welcome letter from the Board will be added. He has also agreed to add the Welcome Packet to the website.

5. Discuss/Approve/Disapprove Side street paving RFP issuance.

Tim York stated that there will be no paving done this year.

6. Discuss/Approve/Disapprove reimbursement to 438 Angela Pl. for concrete block wall rebuild for the amount of \$1,150.23.

Tim explained that the new Homeowner rebuilt the block wall that has been in very bad condition. The cost to do this was \$1,150.23 which does not include any labor. The labor was donated by the Homeowner.

Motion: Carol Thorpe made a motion to Approve the reimbursement in the amount of \$1,150.23 to Bill Schultz for the cost of materials only to rebuild the concrete block wall. The motion was seconded by Hans Scheurer and unanimously approved.

7. Discuss and outline of tree replacement program.

Tim York explained that we are working on a plan for tree replacement within the Community. Carol Thorpe stated that she believes that Parkwood has plenty of trees already and some of these trees are causing issues. It might be a good plan to research other options. Hans Scheurer believes that tree removals and replacements decisions should be made on a case by basis. Tim explained that they are not making any specific decisions, he just feels that we should have a plan in place.

IX. CORRESPONDENCE:

Tim York stated that they did receive some correspondence on the tennis court lighting. Tim York read the Homeowner's response to the audience. Tim added that the tennis court will be taken care of this year, and we will start again on the streets next year.

X. 2ND MEMBER'S FORUM

1. Erika Barrett

Homeowner stated that she is not happy with Reno Green. Tim York asked for us to give him some more time.

2. Homeowner

Homeowner stated that her lawn area is never green.

3. Cindi Fox

Homeowner asked if there would be any additional weeding.

4. Homeowner

Homeowner thanked Robert for setting up the clubhouse for her party.

NEXT MEETING:

July 11, 2017

VI ADJOURNMENT

Carol Thorpe made a motion to adjourn the meeting. It was seconded by Hans Scheurer and unanimously approved. The meeting adjourned at 5:58 p.m.

Respectfully Submitted,

Rebeka Wiggins, Recording Secretary

Rebeka Wiggins, Recording Secretary

Board of Directors

**PARKWOOD HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES**

Tuesday, July 11, 2017
Held at Clubhouse at Parkwood

Board Members Present:	Tim York, Hans Scheurer, Dan Matsui, Carol Thorpe and Peter Hunt
Board Members Absent:	None.
EBMC:	Kevin Berg, Community Manager, Rebeka Wiggins, Recording Secretary
Other:	None.
Homeowners Present:	List on File with Management

I. CALL MEETING TO ORDER/ROLL CALL

Tim York called the meeting to order at 5:15 p.m.

II MEMBER'S FORUM – Agenda Items Only

No Homeowners spoke during this portion of the meeting.

III. APPROVAL OF PREVIOUS MEETING MINUTES

A. Review and Approve June 13, 2017 Board Meeting Minutes

The meeting minutes were reviewed by the Board.

Motion: Carol Thorpe made a motion to approve the June 13, 2017 minutes as written. The motion was seconded by Peter Hunt and unanimously approved.

IV. FINANCIAL REPORTS

A. Review and Approve Financial Report for May 2017.

Carol Thorpe gave a brief financial report. She noted no out of line conditions.

Motion: Hans Scheurer made a motion to accept the financial report for May 2017 as presented. The motion was seconded by Peter Hunt and unanimously approved.

V. PRESIDENT'S REPORT

Tim York stated that the shrubbery trimming is underway and they will be back on Thursday. HE added that there is a blood drive scheduled for tomorrow at the Atlantis.

VI. MAINTENANCE REPORT/PROPERTY REPORTS: Arch. Requests; Work Orders; EBMC

Robert Lipari stated that the trimming is done, the pests have been sprayed. There is a water leak but it will be taken care of next week. He added that he is nearly caught up on the roofs and should have a bid for one of them next week, but there have been five roofs completed. Tim added that there have been a lot of maintenance requests for concrete, some of them will be completed next year when we do the paving on Bluegrass. Additional requests have been received for tree trimming and that is underway. He also stated that they are stepping up the water due to the very high temperatures. The final maintenance request at 335 Angela is to remove a tree behind her extended patio fence. The Homeowner had previously asked for an extension of her patio area and now she is requesting to have the tree removed. The tree is pre-existing in the common area and this issue will have to be addressed at the August meeting.

VII COMMITTEE REPORTS – Social Committee/Infrastructure etc.

A. Social/Newsletter Committee

Sheryl Lipari stated that there are no upcoming events scheduled Bunco has been cancelled due to low turnout.

VIII. ACTION ITEMS

A. Discuss/Approve/Disapprove Issue Snow Removal RFP

Tim York had submitted a proposal for the Snow Removal RFP for review.

Motion: Carol Thorpe made a motion to accept the RFP for snow removal as presented. The motion was seconded by Hans Scheurer and unanimously approved.

B. Discuss/Approve/Disapprove Welcome Pack Revision drafts

Tim York explained that he has comprised a revised Welcome Packet for the Board to review. He explained that he had not included the EBMC and account specific documents in this sample document. He believes that the packet should include the Pool Rules and of course the complete packet will be included on the website for Homeowner's who wish to access it in that manner. Kevin explained that he wanted the Board to just review/revise the Parkwood specific documentation for the Welcome Packet that is mailed to new Homeowner's.

Motion: Carol Thorpe made a motion to accept the Welcome Pack with the revisions that were discussed as well as the addition of the Pool Rules to the packet. The motion was seconded by Hans Scheurer and unanimously approved.

C. Discuss/Approve/Disapprove Gate study update

Dan Matsui stated that recently they received a proposal from Tholl Fence for \$115,000 they are still working on obtaining a second proposal from Artistic Fence, he is hoping that the Artistic Fence proposal will be more reasonable because they are a General Contractor. Carol Thorpe asked about the service contracts as well as some insurance issues. Sheryl Lipari stated that there are some improvements to the proposed gates that will minimize liabilities as well as maintenance concerns. It was also explained that all guests will be one-way access and residents will have two-way access. Tim York explained that because this issue will require a special assessment and he would recommend adding a 5% retention which can be refunded if the project ends up costing less.

D. Review/Approve/Disapprove Possibly Update on Schedule for Tennis Court Refurbishment

Tim York stated that he has been in contact with SNC Construction and they are expecting to start the project around the middle to end of August for the first phase. Once the paving is completed, there is a three week curing process for the asphalt and then Color Crafting can come in and paint the tennis court surface. He is expecting that this project will be completed before the end of the fall season.

E. Review/Approve/Disapprove Reminder of upcoming Board election.

Tim announced that the election is coming up. Kevin Berg stated that the solicitation for Board Members will be mailed this week.

IX CORRESPONDENCE:

None.

X 2ND MEMBER'S FORUM

A. Jim Howerton

Homeowner stated that he would like to see his street cleaned up. There is loose gravel all over and it gets dragged into his home. He understands that the paving is scheduled for next year. Maintenance was instructed to try to see if the area can be cleaned up. The Homeowner was also concerned about traffic on Baker. He is planning to call the City and ask for help. Homeowner also advised the Board to make sure that the rules are followed for the new tennis court. Additionally, the Homeowner was in favor of adding gates.

B. Cindy Fox

Homeowner asked that her bushes not be trimmed with the exception of the one that is blocking the header globe. Additionally, she stated that she noticed some kids that were using the Parkwood Pool that live at Baker Place. Tim stated that these kids are being invited by Parkwood residents.

C. Homeowner

Homeowner was concerned about the grounds. Tim stated that they will begin working on the weeds once they get the trimming done and again, they are increasing the water due to the prolonged heat.

D. Homeowner

Homeowner expressed additional concerns about the grounds. Robert Lipari stated that they had been applying weed and feed so hopefully that will help.

E. Frank Glasgow

Homeowner explained that several years ago, he and his wife had asked for permission to replace some of their landscaping. They were supposed to be on a no-trim status and Reno Green destroyed their rose bushes. He is afraid that they do not know what they are doing. He is requesting compensation for these plants. Robert was instructed to replace the plants.

07/11/2017NEXT MEETING:

August 8, 2017

VI ADJOURNMENT

Peter Hunt made a motion to adjourn the meeting. It was seconded by Hans Scheurer and unanimously approved. The meeting adjourned at 6:01 p.m.

Respectfully Submitted,

Rebeka Wiggins, Recording Secretary

Rebeka Wiggins, Recording Secretary

Board of Directors

**PARKWOOD HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES**

Tuesday, August 8, 2017
Held at Clubhouse at Parkwood

Board Members Present:	Tim York, Hans Scheurer, Dan Matsui, Carol Thorpe
Board Members Absent:	Peter Hunt
EBMC:	Kevin Berg, Community Manager, Rebeka Wiggins, Recording Secretary
Other:	None.
Homeowners Present:	List on File with Management

1. CALL MEETING TO ORDER/ROLL CALL

Tim York called the meeting to order at 5:15 p.m.

2. MEMBER'S FORUM – Agenda Items Only

A. Erika Barrett

Homeowner asked about the concrete repair that she requested.

B. Homeowner

Homeowner asked about parking issues. She claims that one resident is using her street for a maintenance parking and storage area. Robert Lipari agreed to discuss the issue with the Homeowner.

3. APPROVAL OF PREVIOUS MEETING MINUTES

A. Review and Approve July 11, 2017 Board Meeting Minutes

The meeting minutes were reviewed by the Board.

Motion: Carol Thorpe made a motion to approve the July 11, 2017 minutes as written. The motion was seconded by Dan Matsui and unanimously approved.

4. FINANCIAL REPORTS

A. Review and Approve Financial Report for June 2017.

Carol Thorpe gave a brief financial report. She noted no out of line conditions. Additionally, since June is the end of our fiscal year, the financials have been submitted to the auditor.

Motion: Dan Matsui made a motion to accept the financial report for June 2017 as presented. The motion was seconded by Hans Scheurer and unanimously approved.

B. Discuss/Approve/Disapprove Revised Collection Policy

Tim York explained that the Board has received a revision to the existing Collection Policy. The revision was prepared by the Association's attorney to be in compliance with the State of Nevada.

Motion: Hans Scheurer made a motion to accept the revised Collection Policy as presented. The motion was seconded by Carol Thorpe and unanimously approved.

5. PRESIDENT'S REPORT

Tim York stated that they are working on establishing a Safety and Security Committee. He has been in contact with the contractors that are doing the tennis courts and has been unable to establish a firm date. He added that Reno Green has completed the trimming.

6. MAINTENANCE REPORT/PROPERTY REPORTS: Arch. Requests; Work Orders; EBMC

Robert stated that he has received the concrete bids, which the Board is scheduled to review at this meeting. Additionally, he has been working on the water leaks. He believes that they need to find a new electrical contractor because, The Electric Company has been unable to determine the problem, he has had them out here twice. He also stated that he has been working on irrigation repairs. The remainder of the work orders are in progress.

7. COMMITTEE REPORTS – Social Committee/Infrastructure etc.

A. Social/Newsletter Committee

None.

B. Infrastructure Committee

None.

8. ACTION ITEMS

A. Discuss/Approve/Disapprove Snow Removal Contract Award

Several proposals were presented at this meeting for review by the Board. This issue was postponed until the next Board Meeting.

B. Discuss/Approve/Disapprove Landscape Contractor Renewal or RFP Issuance

The Board has discussed the issues with Reno Green, however they have been working with us. We have requested that Management ask for a new supervisor for Parkwood.

Motion: Hans Scheurer made a motion to renew the Landscaping Contract with Reno Green for one year. The motion was seconded by Carol Thorpe and unanimously approved.

C. Discuss/Approve/Disapprove 2017 Concrete Repair List and Proposals.

Several proposals were presented at this meeting for review by the Board.

Motion: Carol Thorpe made a motion to accept the proposal as presented by Superior Concrete to complete the concrete repairs at 4310 Clyde Court, 140 Octavia and 438 Angela as presented. The motion was seconded by Hans Scheurer and unanimously approved.

D. Discuss/Approve/Disapprove Formation of Safety and Security Committee

Tim York explained that last month, we had some incidences that has required the Board to take some action. This action requires the formation of the Safety and Security Committee for which Dan Matsui has graciously agreed to be the Chairperson for that committee. Dan stated that they would be looking for volunteers.

Motion: Hans Scheurer made a motion to approve the formation of the Safety and Security Committee and to appoint Dan Matsui as the Chairman of said committee. The motion was seconded by Carol Thorpe and unanimously approved.

E. Discuss/Approve/Disapprove Next Flyer: To Include Pool and Pet Cat Rules, Home Security

Tim York explained that Dan Matsui is working on the creation of the next information flyer to be sent to the Membership. Once the flyer is completed it will be sent to the Board for approval and then provided to the Homeowner's.

F. Discuss/Approve/Disapprove Review Rule Enforcement Procedures

Dan Matsui explained that he believes that there should be some clarification to the Membership regarding the rules and regulations and the processes that are in place for getting issues resolved. Additionally, the Board should have an avenue for this resolution and accountability regarding what is being done. Tim explained that in his belief, residents are usually very willing to comply once an issue is brought to their attention.

G. Discuss/Approve/Disapprove Gate Study Update

Dan Matsui stated that he has no update at this time.

H. Discuss/Approve/Disapprove 433 Angela Tree Removal Maintenance Request

The Homeowner Page, presented information regarding the tree whereas she has had an arborist take a look at the tree and the Arborist has recommended that the tree be removed. The Board agreed that they would postpone this issue until they can have an arborist take a look at the tree.

9. CORRESPONDENCE:

None.

10. 2ND MEMBER'S FORUM

No Homeowner's spoke during this time of the meeting.

NEXT MEETING:

The next Board Meeting will be September 12, 2017. This is the Annual Meeting.

11. ADJOURNMENT

Carol Thorpe made a motion to adjourn the meeting. It was seconded by Dan Matsui and unanimously approved / by General Consent. The meeting adjourned at 6:04 p.m.

Respectfully Submitted,

Rebeka Wiggins, Recording Secretary

Rebeka Wiggins, Recording Secretary

Board of Directors

**PARKWOOD HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES**

Tuesday, October 10, 2017
Held at Clubhouse at Parkwood

Board Members Present:	Tim York, Hans Scheurer, Dan Matsui, Carol Thorpe and Peter Hunt
Board Members Absent:	None.
EBMC:	Kevin Berg, Community Manager, Rebeka Wiggins, Recording Secretary
Other:	None.
Homeowners Present:	List on File with Management

I. CALL MEETING TO ORDER/ROLL CALL

Tim York called the meeting to order at 5:15 p.m.

II. MEMBER'S FORUM – Agenda Items Only

No Homeowner's spoke during this portion of the meeting.

III. APPROVAL OF PREVIOUS MEETING MINUTES

A. Review and Approve August 8, 2017 Board Meeting Minutes

The meeting minutes were reviewed by the Board.

Motion: Hans Scheurer made a motion to approve the August 8, 2017 minutes as written. The motion was seconded by Carol Thorpe and unanimously approved.

IV. FINANCIAL REPORTS

A. Review and Approve Financial Report for July & August 2017.

Carol Thorpe gave a brief financial report. She noted no out of line conditions.

Motion: Hans Scheurer made a motion to accept the financial report for July & August 2017 as presented. The motion was seconded by Peter Hunt and unanimously approved.

V. PRESIDENT'S REPORT

Tim York stated that we are now preparing for fall and winter weather. We are working on a flyer for pre-winter checkup. We are still working with SNC to get another contractor to complete the necessary work on the tennis courts.

VI. MAINTENANCE REPORT/PROPERTY REPORTS: Arch. Requests; Work Orders; EBMC

Tim explained that we have a home in the community that has been damaged by one of our trees. They have contacted APS to present a proposal to correct the issue.

Motion: Hans Scheurer made a motion to accept the proposal as presented by APS in the amount of \$8,182.00. The motion was seconded by Carol Thorpe and unanimously approved.

VII COMMITTEE REPORTS – Social Committee/Infrastructure etc.

A. Social/Newsletter Committee

Nothing discussed at this meeting.

B. Safety and Security

Dan Matsui stated that the Safety and Security has a meeting scheduled to begin addressing issues within the Community. They will be presenting the Board with proposals for upgrades.

VIII. ACTION ITEMS

A. Discuss/Approve/Disapprove Award snow removal contract.

Tim explained that Butterfly Landscaping has presented a proposal for snow removal services.

Motion: Carol Thorpe made a motion to accept the proposal as presented by Butterfly Landscaping for 2017/18 snow removal services. The motion was seconded by Hans Scheurer and unanimously approved.

B. Discuss/Approve/Disapprove 2016/17 Audit Approval

The draft audit was not available for review at this meeting.

C. Discuss/Approve/Disapprove Ratify Collections Policy

Kevin Burg explained that the collection policy had to be revised to include recent legislative revisions. The Board adopted the new policy in August and just need to ratify their approval.

Motion: Hans Scheurer made a motion to ratify the adoption of the Revised Collection Policy that was adopted by the Board in August. The motion was seconded by Carol Thorpe and unanimously approved.

D. Discuss/Approve/Disapprove Approve Reno Green Renewal Letter

Tim York stated that Reno Green has presented an updated contract with no price increases. Tim explained that we are really working to get things resolved with them and he believed they were making progress. We have to wait and see how things go with them in the Spring.

E. Discuss/Approve/Disapprove Raise RV lot to \$30.00 per month, effective January 1, 2018

Carol Thorpe explained that the cost is reasonable at \$30 per month for RV Storage.

Motion: Carol Thorpe made a motion to approve increasing the monthly fee for RV storage to \$30.00 effective 01/01/2018. The motion was seconded by Hans Scheurer and unanimously approved.

F. Discuss/Approve/Disapprove Cyclone fence for creek side of RV Lot with Steps

Tim explained that we do not have any proposals at this meeting for review. Robert will be taking a look at this when he is back from vacation. This issue will be revisited in November.

G. Discuss/Approve/Disapprove of Draft Flyer for Garage Exterior Carriage Light Replacement Program

Tim explained that the Board is looking at replacing the current Carriage House lighting with brighter options. The program will eventually replace them all, and the flyer gives the Homeowner the option to have them replaced earlier rather than later at their own cost.

Motion: Carol Thorpe made a motion to approve the flyer notification for the Exterior Light Replacement Program. The motion was seconded by Hans Scheurer and unanimously approved.

H. Discuss/Approve/Disapprove Acquisition of 16 channel 4K NVR – 12 Camera Security System or functional equivalent.

This issue was postponed until the November meeting.

I. Discuss/Approve/Disapprove Management Agreement Addendum #1

This issue was postponed until the November meeting.

J. Set Date for Christmas Party

The Christmas party was scheduled for December 10, 2017 at 6:00 p.m.

IX CORRESPONDENCE:

None.

X 2ND MEMBER'S FORUM

A. Homeowner

Homeowner was concerned about a resident who leaves their cats out.

NEXT MEETING:

November 14, 2017 @ 5:15 p.m.

VI ADJOURNMENT

Carol Thorpe made a motion to adjourn the meeting. It was seconded by Hans Scheurer and unanimously approved. The meeting adjourned at 5:58 p.m.

Respectfully Submitted,

Rebeka Wiggins, Recording Secretary

Rebeka Wiggins, Recording Secretary

Board of Directors

**PARKWOOD HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES**

Tuesday, November 14, 2017
Held at Clubhouse at Parkwood

Board Members Present:	Tim York, Dan Matsui, Carol Thorpe
Board Members Absent:	Peter Hunt, Hans Scheurer
EBMC:	Kevin Berg, Community Manager, Rebeka Wiggins, Recording Secretary
Other:	None.
Homeowners Present:	List on File with Management

1. CALL MEETING TO ORDER/ROLL CALL

Tim York called the meeting to order at 5:15 p.m.

2. MEMBER'S FORUM – Agenda Items Only

1. Tim York

Tim York explained that the Board has been dissatisfied with the leaf pickup from Reno Green and they have been in contact with them and intend to send two crews out tomorrow to take care of the leaves.

2. Homeowner

Homeowner believes that the leaves need to be raked not just blown.

3. Erika Barret

Homeowner complained that we have had nothing but problems for four months now. When can something be done?

3. APPROVAL OF PREVIOUS MEETING MINUTES

1. Review and Approve October 10, 2017 Board Meeting Minutes

The meeting minutes were reviewed by the Board.

Motion: Carol Thorpe made a motion to approve the October 10, 2017 minutes as written. The motion was seconded by Dan Matsui and unanimously approved.

4. FINANCIAL REPORTS

1. Review and Approve Financial Report for September 2017.

Carol Thorpe gave a brief financial report. Carol Thorpe explained that the tennis court project has run into a problem with the clay underneath. We are having to spend an additional cost of \$79,000 to correct the issue. She noted not that year to date we have spent over \$8,000 in plumbing costs and have contracted an additional \$4,000. She is expecting the cost to be near \$20,000 by the end of the year additional out of line conditions.

Motion: Dan Matsui made a motion to accept the financial report for September 2017 as presented. The motion was seconded by Carol Thorpe and unanimously approved.

5. PRESIDENT'S REPORT

No report was presented.

6. MAINTENANCE REPORT/PROPERTY REPORTS: Arch. Requests; Work Orders; EBMC

No report was presented.

7. COMMITTEE REPORTS – Social Committee/Infrastructure etc.

1. Social/Newsletter Committee

The Christmas Party has been scheduled for December 10, 2017.

2. Safety & Security Committee

The Safety and Security Committee has a meeting scheduled for Sunday at 4:00 p.m.

8. ACTION ITEMS

1. Discuss/Approve/Disapprove 2016-17 Audit Approval

The 2016-17 Audit was reviewed by the Board. Carol Thorpe stated the audit came back clean with no adverse comments. As expected, there was mention of the Reserve balances being low, but they are low because we spend the money on maintaining our community.

Motion: Dan Matsui made a motion to accept the 2016-17 Audit as presented. The motion was seconded by Carol Thorpe and unanimously approved.

2. Discuss/Approve/Disapprove RV Lot fencing Proposals

The Board reviewed several proposals to install fencing on the Creekside of the RV lot.

Motion: Carol Thorpe made a motion to accept the proposal as presented by Artistic Fence in the amount of \$4,190.00 to build a fence on the creek side of the RV Park. The motion was seconded by Dan Matsui and unanimously approved.

3. Discuss/Approve/Disapprove Acquisition of NVR and 4k cameras

This issue was postponed until the January meeting.

Motion: Carol Thorpe made a motion to approve \$200 for the Christmas Party Budget. The motion was seconded by Dan Matsui and unanimously approved.

4. Discuss/Approve/Disapprove 2017 Christmas Party Budget

The Christmas Party has been scheduled for November 10, 2017 at 6 p.m. Carol asked for suggestions for a caterer to supply the meet.

Motion: Carol Thorpe made a motion to approve \$200.00 for the Christmas Party Budget. The motion was seconded by Dan Matsui and unanimously approved.

5. Discuss/Approve/Disapprove Tennis Court Update

Tim York and Carol Thorpe explained the issue regarding the subgrade materials that have been found to be unsuitable for paving. Sierra Nevada Construction has submitted a "Change Order Request" to add the additional work at a cost of \$79,160.00.

Motion: Carol Thorpe made a motion to accept the Change Order Request as submitted by Sierra Nevada Construction in the amount of \$79,160.00 as presented. The motion was seconded by Dan Matsui and unanimously approved.

6. Discuss/Approve/Disapprove 2018 Street Repaving RFP

The Board discussed this issue and agreed to postpone the vote until the January meeting and some of the details can be worked out.

7. Discuss/Approve/Disapprove Management Agreement Addendum #1

This issue was postponed and will be discussed at the January meeting.

8. Maintenance Staff Christmas Bonus

The Board discussed Holiday Bonuses for the Parkwood employees.

Motion: Carol Thorpe made a motion to approve \$150 for Robert, \$50 for Kendra and \$50 for Steve. The motion was seconded by Dan Matsui and unanimously approved.

9. CORRESPONDENCE:

Robert Lipari explained that Parkwood shares a fence with a neighbor on the far end to the West on Rose Garden. The Board agreed to split the cost of materials if our neighbors agree.

10. 2ND MEMBER'S FORUM

1. Howerton

Homeowner asked about the traffic on Baker and he mentioned that he called the City of Reno regarding this issue as well as visibility on Moana Lane. The response from the City was that the intersection on Moana Lane was to code, but for some reason, the fence has now been lowered.

2. Cindy Fox

Homeowner asked about the solar light near her home and mentioned that it is not working.

3. Art Chapman

Homeowner asked the Board to make sure that the fence company may need additional room to install the fence so some of the RV's may need to be shuffled to make this happen.

4. Cheryl Lipari

Homeowner was in favor of the possibility of a Special Assessment for completing the paving. However she would hope that a real comprehensive list of all of the driveways, sidewalks and other needed deferred maintenance like the retaining walls, she just wants to make sure we can get a real complete list to get some of these things done.

11. NEXT MEETING:

January 9, 2018

12. ADJOURNMENT

Carol Thorpe made a motion to adjourn the meeting. It was seconded by Dan Matsui. The motion was unanimously approved / by General Consent. The meeting adjourned at 6:09 p.m.

Respectfully Submitted,

Rebeka Wiggins, Recording Secretary

Rebeka Wiggins, Recording Secretary

Board of Directors