

# PARKWOOD BOARD OF DIRECTORS MEETING

## AGENDA

*\*Action may be taken on any item listed on this agenda & revisions to this agenda may be made up to the day of the meeting\*  
Copies of the agenda are available through management, the association website, and will be available at the meeting.*

**TIME & DATE:** February 12, 2019 – 5:15pm – **PLACE:** Clubhouse: 4200 Millbrook Lane, Reno, NV 89509

**I. CALL MEETING TO ORDER – ROLL CALL – Announce Recording**

**II. MEMBERS FORUM: (For Items on The Agenda)** *a period devoted to comments by unit owners and discussion of those comments. Comments may be limited to 3-minutes per person. Except in emergencies, no action may be taken upon a matter raised under this item of the agenda until the matter itself has been included on an agenda as an item upon which action may be taken pursuant to [NRS116.3108](#)*

**III. APPROVAL OF MINUTES – January 8, 2019 Board of Directors Meeting Minutes** **Review/Motion**

**IV. REPORTS**

- |  |                                  |
|--|----------------------------------|
| a. Architectural Requests; Work Orders | e. Safety and Security Committee |
| b. Maintenance Report                  | f. Landscape Committee           |
| c. Management Report                   | g. Presidents Report             |
| d. Social Committee                    | h. Treasurers Report             |

**V. FINANCIALS – Review and acceptance of the latest financials** **Review/Motion**

**VI. UNFINISHED BUSINESS**

- a. Ratification of Snow Removal Contract **Review/Motion**

**VII. NEW BUSINESS**

- |  |                      |
|--|----------------------|
| a. Side-Street Repaving RFP                          | <b>Review/Motion</b> |
| b. Trimming Trees and Shrubs in Limited Common Areas | <b>Review/Motion</b> |
| c. Snow Removal Notice                               | <b>Review/Motion</b> |
| d. Gate Repair/Replacement                           | <b>Review/Motion</b> |
| e. Tree Removal at Tennis Court                      | <b>Review/Motion</b> |
| f. Reserve Study 5-Year Update                       | <b>Review/Motion</b> |

**VIII. ANNOUNCEMENTS -**

**IX. NEXT BOARD MEETING DATE – March 12, 2019**

**X. MEMBER'S FORUM: (Open Forum)** *Open forum is a period devoted to all comments by unit owners and discussion of those comments. Comments limited to 3-minutes per person.*

*The agenda of the meeting of the executive board must comply with the provisions of [NRS 116.3108](#). Unit owner have the right to: 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, speak to the association or executive board, unless the executive board is meeting in executive session. Please address with management company.*

*"The official Parkwood Association website is [www.parkwoodreno.org](http://www.parkwoodreno.org), where all public documents are available."*