



At Fieldcreek Ranch Homeowners Association
www.fairwaysatfieldcreek.com
NOTICE AND AGENDA OF MEMBER MEETING

IMPORTANT UPDATE – PLEASE READ CAREFULLY

November 7, 2016

RE: Removal Election

Dear Homeowner(s);

As you are aware, a removal package was sent to you last week. The ballot envelope was inadvertently not included and management sent the ballot envelope separately to address this error. After that was done, some owners expressed concern whether sending the ballot envelope separately would correct the error. Therefore, to make sure everyone can vote if they wish to do so, please disregard the prior documents because they will not be recognized. If you already sent the prior ballot, it will not be counted. You must return the enclosed ballot in the two envelopes enclosed as instructed to have your vote counted.

Please find enclosed the following:

- a copy of the previously sent cover letter/agenda
- a new ballot on cream paper
- a small white ballot envelope
- a yellow return envelope

All instructions for proper completion and return is included on the enclosed ballot.

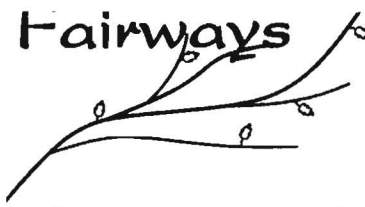
As previously noticed, the Membership Meeting to open these ballots is scheduled for November 29, 2016 at 5:30pm (see agenda enclosed).

If any of the previous removal ballots are received they will not be counted. Please be sure to return and complete the enclosed if you wish your vote to be counted.

If you have any questions, please feel free to contact Terra West Management at the contact information provided below.

Sincerely,
Board of Directors
Fairways at Fieldcreek

Professionally Managed By:
Terra West Management Services
10651 Professional Circle, Suite A, Reno, NV 89551
Phone: 775-853-9777; Fax: 775-853-9771; Website: www.terrawest.com



At Fieldcreek Ranch Homeowners Association
www.fairwaysatfieldcreek.com
NOTICE AND AGENDA OF MEMBER MEETING

November 3, 2016

RE: Removal Election

Dear Homeowner(s);

Please find enclosed a secret ballot for a potential removal of one or more Board of Directors. This secret ballot is being sent as a result of written request of at least 10% of the membership in accordance with NRS 116.31036 and NRS 116.3108.

All instructions for proper completion and return is included on the enclosed ballot.

Notice of Membership Meeting

November 29, 2016 ~ 5:30pm

Offices of Terra West Management Services

10651 Professional Circle Suite A, Reno, NV 89521

Agenda

- Call to order (no quorum is required)
- Appoint two volunteers to assist management in tabulation of ballots – Action
- Open, Count and Report results of the Removal Election – Action
- Homeowner Forum - a period devoted to comments by owners regarding any matter affecting the Association. Remarks will be limited to three minutes per Lot. Except in an emergency, no action may be taken on any matter raised under this item.
- Adjourn

Each Owner has the right to (a) a copy of the minutes or a summary of the minutes of the meeting upon request, in electronic format at no charge, or if unavailable, 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) to speak to the association or Board, unless the Board is meeting in executive session.

If you have any questions, please feel free to contact Terra West Management at the contact information provided below.

Sincerely,
Board of Directors
Fairways at Fieldcreek

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10651 Professional Circle, Suite A, Reno, NV 89551
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FAIRWAYS AT FIELDCREEK SECRET REMOVAL BALLOT



This secret ballot is being sent as a result of written request of at least 10% of the membership in accordance with NRS 116.31036 and NRS 116.3108.

The double envelope process is required by law to ensure that the ballot is secret and that the people who vote are members of the Association. It is important that you follow the directions for voting and returning the ballot exactly.

VOTING INSTRUCTIONS:

Only one ballot per lot is permitted. You are not required to cast a ballot. If you choose to vote, you may vote for or against the removal of the Board member(s). Failure to mark the ballot or marking yes and no for one director will void the ballot with respect to that director.

- Vote YES if you are in favor of removing the Board member in question
- Vote NO if you are against removing the Board member in question

Please complete the ballot and mail as instructed below:

I vote **YES to remove** Jim Beach, from the Executive Board.

I vote **NO do not remove** Jim Beach, from the Executive Board.

I vote **YES to remove** Mike Billow, from the Executive Board.

I vote **NO do not remove** Mike Billow, from the Executive Board.

I vote **YES to remove** Lisa Martin, from the Executive Board.

I vote **NO do not remove** Lisa Martin, from the Executive Board.

BALLOT INSTRUCTIONS

If mailed, ballots must be received by Management on November 29, 2016 no later than 5:00pm in order to be counted. For your convenience, we have enclosed a yellow colored return envelope for this purpose. After marking the ballot, place the ballot in the smaller envelope marked "ballot." Then place the smaller ballot envelope into yellow return envelope provided in this packet. If you are hand delivering your ballot to the meeting (on 11/29/2016) the ballot must be delivered prior to the beginning of ballot opening and must be enclosed in the envelope system above. The ballot inside cannot be identified if these instructions are followed.

Any ballots received that do not comply with the procedures above will be considered invalid.

For a Director to be removed, the Association must receive ballots cast in favor of removal totaling at least 35% of the voting members AND a majority of the total ballots received must be in favor of removal.

BALLOT

00343-5300

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Jeffrey D Houston
12840 Silver Wolf Rd
Reno, NV 89511

Terra West Management Services
10651 Professional Circle, Suite A
Reno, NV 89521

Terra West Management Services
10651 Professional Circle, Suite A
Reno, NV 89521



RENO, NV P&DC 895

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Reno, NV 89511