

Important HOA News Inside!

SEPTEMBER/OCTOBER 2016

Caughlin

RANCHER

The Official Magazine of the Homeowners Association



Bench memorializes Cassie Stevens,
Caughlin Ranch teen with
strong spirit

It's Election Time!
Consider running for the Board

Update on Security Patrol

IRRIGATION LEAKS: CALL 746-1499; 24/7!

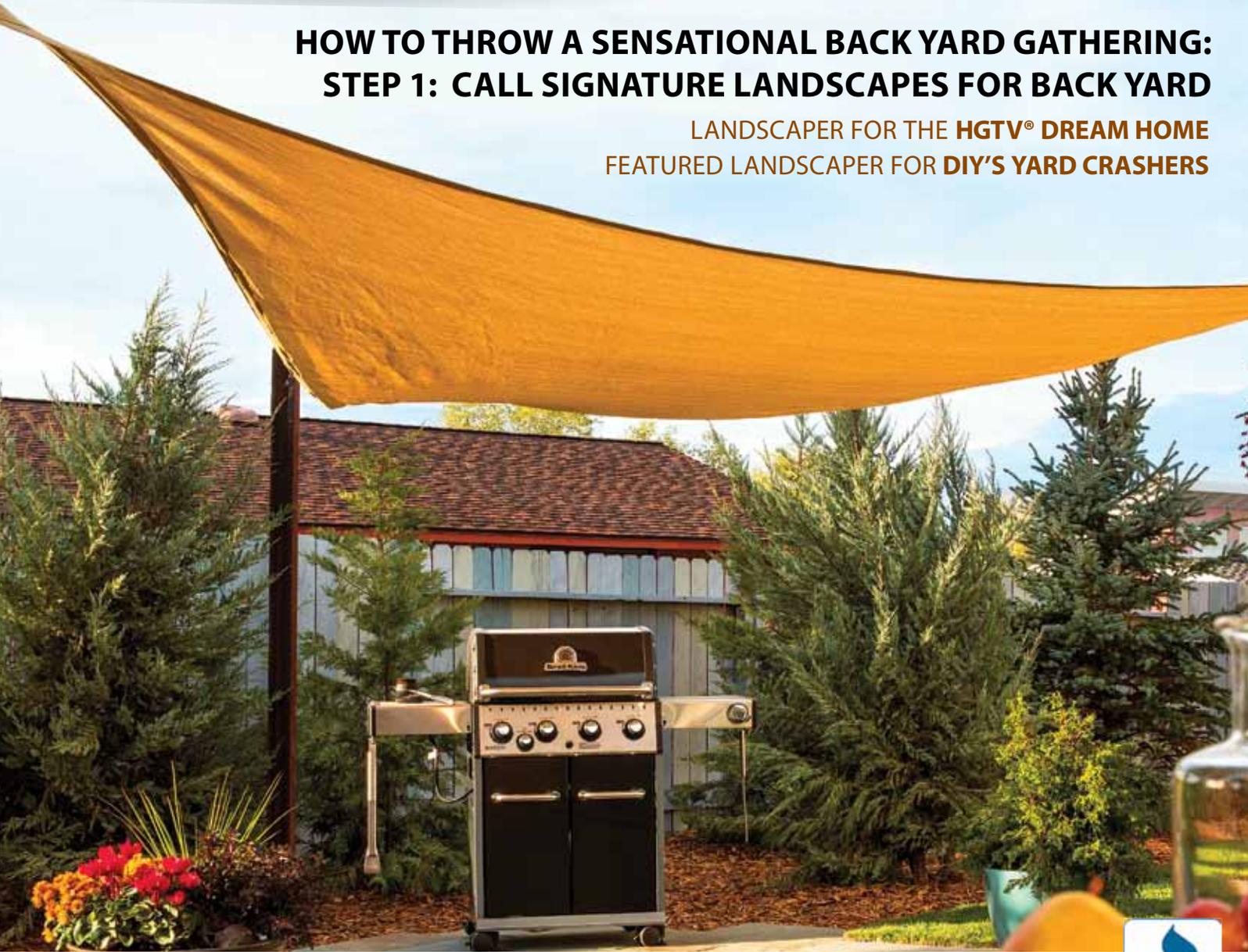
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VOL. 9, ISSUE 5

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CONTACT INFORMATION

CAUGHLIN RANCH

HOMEOWNERS ASSOCIATION:

1070 Caughlin Crossing

Reno, Nevada 89519

(775) 746-1499 P | (775) 746-8649 F

Email: manager@caughlinhoa.com

OFFICE HOURS:

Monday-Friday 8 a.m. to 5 p.m.

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CAUGHLIN RANCH HOMEOWNERS ASSOCIATION

FOR ADVERTISING INFORMATION CONTACT:

Lisa Ericson

Owner, CPM Services

(775) 223-0008

lisa.cpmervices@gmail.com

PUBLICATION DESIGN:

Lori Kunder

Owner, Kunder Design Studio

(775) 823-9722

lori@kunderdesignstudio.com



ON THE COVER:
A bench was placed
along the path off
Bitterroot Road to
memorialize Cassie
Stevens. Story page 8.
Photo by
Mark Hammon.

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PRESIDENT'S CORNER



Tony Termini
President

We Hear You!

Over the last few months we have received a number of comments from Members who responded to the “Is Anybody Out There” articles I wrote. While we got fewer than I had expected, many of the suggestions we received had real merit. Before I discuss those, I do want to say thanks to the folks who called, wrote, or emailed me about maintenance

or repair issues. Those were easy to remedy and did get immediate attention. So, now let’s talk about the serious suggestions we got.

We received a number of comments/complaints about unruly or aggressive dogs on the paths and trails. This issue was brought up by a number of people and we’re dealing with it in two ways. The first is a response that we put into place almost immediately, and which we have mentioned at public meetings and in previous issues of the *Caughlin Rancher*.

We hired a patrol service to walk the paths and trails looking for offenders of the “leash law” and in a polite and friendly way remind dog walkers that they need to tether their terriers. This same company has also been perambulating the Ranch late at night keeping a watchful eye out for unsavory or suspicious activity. So, we get more bang-for-our-buck thanks to your suggestions!

“...we get more bang-for-our-buck thanks to your suggestions!”

IN THIS ISSUE

» President’s Corner.....	4	» Obituary of James E. Parkinson, Jr.	21
» From the GM	6	» Invasion of the Fall Berry-eating Birds	23
» Cassie Stevens—A Strong Spirit.....	8	» 2016 River Run Meeting Dates	24
» Landscape & Maintenance Update	13	» July Concert Series at Village Green Park	27
» Important Notices & Reminders	15	» Cross Peak Hike	28
» 2016 Events Calendar	17	» Get to Know Your CRHA Board Treasurer, Pat Thorne	30
» 2016 Annual Election Solicitation.....	18	» School News.....	31
» Candidacy Disclosure Statement	19	» Doggy Meet & Greet	32
» Reserves, Wage Pressure Forces Dues Increase	20	» 2016 Meetings & Other Important Dates.....	35

All articles are the opinions and views of the author, and do not reflect the opinions or views of the Caughlin Ranch Homeowners Association, the Board of Directors, or the Caughlin Ranch staff in their capacity as employees of the Caughlin Ranch Homeowners Association.

Our second response to the loose dog concern was to meet with officials at the City's Parks & Recreation Department regarding the development of a "Dog Park" on Caughlin Ranch property. This is a process that will take some time to come to fruition, but I am hopeful that we'll have the site ready in the next 24 months.

The number one concern of the members that communicated with me directly was regarding the safety of crosswalks. And, it is only coincidental (and ironic) that I write about this this morning because as I crossed Caughlin Parkway with Max and Monte on today's walk, Monte decided to stop. Oddly, the black SUV racing up the street didn't. I mention this only because it is a tale I read about or listened to more than a dozen times since I first reached out for public comments.

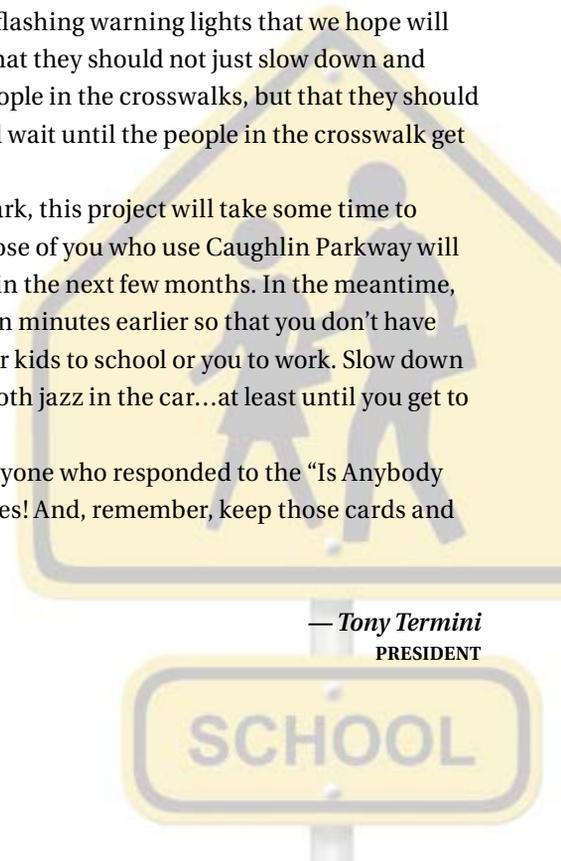
Our response to your comments was to discuss this pervasive problem with City officials. And, I am delighted to say that we have identified three critical locations where the safety of pedestrians—most importantly the children walking to Caughlin Elementary—has been most precarious. At each of these locations we (working with the

City) will install flashing warning lights that we hope will remind drivers that they should not just slow down and drive past the people in the crosswalks, but that they should actually stop and wait until the people in the crosswalk get across the street.

Like the dog park, this project will take some time to complete, but those of you who use Caughlin Parkway will see the progress in the next few months. In the meantime, set your alarm ten minutes earlier so that you don't have to race to get your kids to school or you to work. Slow down and turn on smooth jazz in the car...at least until you get to McCarran!

Thanks to everyone who responded to the "Is Anybody Out There" articles! And, remember, keep those cards and letters coming.

— Tony Termini
PRESIDENT



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FROM THE GENERAL MANAGER



Lorrie Olson
General Manager

The HOA Budget and Election Process Explained

Annual and Budget Meeting Notifications and Requirements

Nevada Revised Statutes (NRS) 116 & 116A describes in detail

how associations must provide specific notifications within specific timeframes in order to conduct Annual Election and Budget Ratification Meetings.

As a result of these legal requirements, there will be a very short period of time to review the Secret Ballots, attend the Candidate Forum and return the completed Secret Ballot in time to be tallied; that is if there are enough candidates to conduct an election.

NRS 116 requires notice be given to each unit's owner of their eligibility to serve as a member of the executive board (aka: board of directors). Such notice shall be given not less than 30-days before the preparation of a ballot. The Annual Election and Budget Ratification packet contains a plethora of documents and notifications; most of which are required by NRS. As you can imagine, it takes a large mailing house up to a week to copy and prepare the over 2,000 packets for mailing.

In order to fulfill the eligibility notification requirement, the Candidacy Disclosure Statement (CDS) provided by the NV Real Estate Division is included in this edition along with an Annual Election Solicitation. This *Caughlin Rancher* edition was scheduled to publish on September 19th and should be received by local unit owners by September 21st. The CDS must be returned by Friday, October 21st in order for the candidate's name to be placed on the ballot, if a ballot is needed. This process is explained further in the Annual Election Solicitation.

NRS further details the requirements for the Budget Ratification and Annual Election Meetings. Caughlin Ranch is very fortunate that we have the ability to conduct both meetings at the same time. Some associations require annual election meetings be held mid-year.

Associations are required to:

- Distribute the budget or a summary to the owners no less than 30 days and no more than 60 days before beginning of fiscal year:
CRHA January 1st | 60 = 11/01 | 30 = 12/01
- Within 60 days after adoption of the proposed budget by the board, mail the budget or a summary to all the owners and set a date to ratify: Board adopts proposed budget on 09/28; mail summary no later than 11/27
- Budget Ratification notice; meeting date not less than 14 days or more than 30 days after mailing
- Annual Election notice; meeting date not less than 15 days or more than 60 days after mailing
- Mail 2017 Budget & Annual Election packet 10/27 (allow for holiday and weekend)
- Candidate Forum 11/03 (if necessary)
- Deadline to return completed secret ballots 11/14 (if necessary)
- Annual & Budget Ratification meeting 11/16

GM Olson makes every effort to adhere to the timelines in the statutes. It would be hard to fathom that the State of NV would take exception to mailing the packets a few days early to allow for a state holiday and weekend.

Please take the time to review the Annual Election and Budget Ratification packet AS SOON as it arrives. If there is a Secret Ballot enclosed, there will be a Candidate Forum on November 3rd and the deadline to return the Secret Ballots will be November 14th. Whether there is an election or not, there will be an Annual & Budget Ratification Meeting held on Wednesday, November 16, 2016.

We hope to see you all there!

— **Lorrie Olson**, DCAL, CMCA, AMS, PCAM

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In Memory of Cassie Stevens

Caughlin Ranch Teen Had Strong Spirit, Dad Says

Cassie teaching herself Christmas songs at home, December 2012.

By Maggie O'Neill

Cassie Stevens may be gone from the world, but her spirit continues on in many ways.

There's the Caughlin Ranch home that her family, which includes Greg Stevens, her dad; Sherry, her mom; and Justin, her older brother, lives in. It's a house Cassie picked out and fell in love with in 2012 after the family moved here from Kentucky.

Then, there are the cats that have traveled into the family's lives. This influx started after Cassie's hospice cat, Muffin, came home to live with the family following Cassie's death—at age 13.

The family now has five cats.

There also are the continual sightings of rabbits and birds, which her dad says are 'signs' from Cassie because she loved animals so very much.

"Cassie was a free spirit," said Greg. "She loved ice skating, and she was amazingly good at it, as well as gymnastics and music. She would just self-start."

"Cassie was exceptional from the day she was born. I don't know how to explain it," her mom added. "She just was—just her personality, just her extreme love for everything and everyone and her kindness. She was a ray of sunshine. Her doctors and the staff at the Lucile Packard Children's Hospital even said she stood out—that even among the cancer patients she stood out."

And there is now a solid oak bench that sits along the main trail in Caughlin Ranch and that gives runners, walkers and people of all types a place to rest. It's located near the family's home, sharing its space with native trees and a picnic table, and Cassie's name is etched on the front.

"This particular area was incredibly special to her," said Greg one Saturday morning at that spot. "We wanted to do something to recognize and honor that. Cassie would come and sit on the picnic table and climb up on that tree limb. And it was like 'Why wasn't there a bench here?' It was a no-brainer."

A GIRL NAMED CASSIE

It all happened so fast. Just a month after Cassie turned 13 in January 2013, she noticed a lump on her neck. Cassie went to her dentist, her doctor, an ear, nose and throat specialist and then several other doctors to find out what was going on. One doctor finally recognized the seriousness of the issue, and a biopsy of tissue inside her nose revealed she had Parameningeal Ethmoid Alveolar Rhabdomyosarcoma. This extremely rare cancer affects less than a hundred children in the country, according to Greg.

“There are virtually no cases of this—no explanation for why it happened, how it happened,” he said. “It should not have happened and it did happen.”

Cassie’s mom, Sherry, expresses a similar sense of bewilderment.

“To this day, I still haven’t made sense of it,” she said. “I can’t make sense of it because it makes no sense to me.”

After Cassie’s diagnosis, the family was medivacked to Stanford Medical Center in California, where Cassie underwent treatment, including chemotherapy and radiation, which caused her to lose her hair and a lot of weight. She even had a special mask made to fit her face so that the radiation specifically targeted her cancer. She wore that mask, which had screws,

Cassie at Ferrari Farms Pumpkin Patch, October 2012.



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Cassie in Palo Alto apartment showing her indomitable spirit during the heat of her battle, April 2013.

her Swope Middle School friends, and to spend some quality time hanging out at the house she loved, according to her dad.

Cassie was scheduled for a series of tests a few weeks later and at that point the family and her doctors thought she was winning the battle, but that turned out not to be the case. The tests revealed that the cancer had spread to the meninges layer of her brain, a rare complication called Leptomeningeal Carcinomatosis.

“We really believed we were on the right path up to this point and had built up some confidence that this was something that we could defeat,” said Greg.

At Stanford, Cassie continued to turn to the inspirational quotes that she had used throughout her life for guidance and faith. She found sayings like, ‘It’s just a bad day, not a bad life’ and ‘You never know how strong you are until being strong is the only choice you have’ that kept her going, according to her dad.

“She faced this thing so stoically,” he said.

The family began working with the Make-A-Wish Foundation so that Cassie could visit the pandas at the San Diego Zoo. She loved pandas, but never got to go. Instead,

every day during her radiation treatment for five weeks, according to her dad.

“Cassie was amazing,” he said. “She had an inner strength about her. Despite the extreme discomfort and inconvenience of living away from home, she was full of love, and positivisms. As for her illness, she simply thought of it as a test, a trial that we all have to go through in life.”

Cassie was only able to come home twice, once in early April for a quick weekend and then again at the end of May. She and her friends spent that time hanging out on the picnic table. This gave Cassie a wonderful chance to catch up with

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friends and family members filled her hospital bed with stuffed pandas.

It became obvious that Cassie's last days were coming and she was moved from Stanford's Lucile Packard into hospice care in the Bay Area.

She passed on July 17, 2013.

It was a Wednesday.

She is buried next to her maternal grandmother.

"She was amazing," her father said. "She was such a source of inspiration—at least for me. To be able to look at how Cassie approached this. It was never in fear, even with the discomfort on the path of trying to battle this thing."

"When she passed, I was only 15 years old and I was heartbroken as I lost my best friend," her brother Justin said. "The only way I was able to make sense of it was by trying to apply my sister's lessons in my day to day life. I realized that the time we get here is short, and became determined to committing my time to projects which I was passionate about. One of those projects for me was teaching. Through teaching, I deeply internalized my sister's message of love, as I strived to make a lasting impact on others by inspiring them to love learning."



A BENCH ALONG THE TRAIL

After Cassie died, her therapy cat Muffin came home with the family.

The family soon adopted another cat, Cupcake. When Muffin died a year later—an exact year to the day of Cassie's passing—it seemed surreal.

The family then took in a kitten, Creampuff, and Sherry started fostering kittens for the Humane Society to fulfill plans that she and Cassie had to volunteer and help animals.

Cassie out for a walk on the main trail in Caughlin Ranch, October 2012.

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The kitten room at Nevada Humane Society.

A kitten room at the Nevada Humane Society on Longley Lane was named after Cassie. The family quickly adopted three girl kittens, and they now have five cats, all of which have names that start with 'C,' just as Cassie's did. Her dad might say it's a way that Cassie continues on in their lives.

"She was just pure and light," said Greg. "She was so untainted by anything negative."

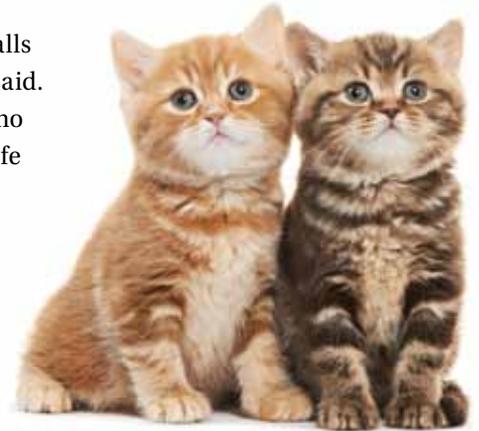
Greg has since taken up meditation and also has slowed down to appreciate things in life more and to become more compassionate—traits that Cassie embodied.

"Cassie always put her energy into thinking of ways to make our planet better, whether it be through preserving the environment, donating to veterans, or protecting animals," said Justin. "She was an incredibly selfless person, and her presence inspired a lot of love in others. Throughout her treatment, she always found something to be grateful for, whether that be the pandas she was sent or her cat Muffin."

The Stevenses also are grateful to the Caughlin Ranch community for allowing the bench to be placed along the Greenway in Cassie's name. It is a picturesque spot that they often go to and visit. And while it may be just any bench to passersby, it's something sacred to the Stevenses.

It's Cassie's spot.

"I feel like Cassie calls out to us a lot," Greg said. "She saw things that no one saw. Her way of life was an appreciation for everything, the underprivileged, animals, everything. We've lost her here, but we haven't lost her for good."



7 Cassie-Like Traits

(according to her dad)



1. Live like there's no tomorrow
2. Never fail to make someone smile
3. Always find the good and always look on the bright side of life
4. Love and accept everyone for who they are
5. Be selfless
6. Be passionate in everything you believe and everything you do
7. Love life



Washoe County School Board, District D

I am the mother of a second grader at Jessie Beck Elementary School, a proud product of WCSD schools and the daughter of a WCSD teacher. I have served in various leadership roles for area non-profits and have extensive experience working with boards to accomplish strategic and tactical goals.



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Landscape Maintenance Update

By Randy Lisenby, Landscape and Maintenance Superintendent

IRRIGATION BREAKS/LEAKS: CALL 746-1499 IMMEDIATELY, 24-7! PLEASE DO NOT REPORT VIA E-MAIL AS E-MAIL ACCOUNTS ARE NOT MONITORED REGULARLY.

In the last Rancher, we reported that CR uses “Roundup Pro®” for weed control as-needed. This product cannot be used near water sources. Since then, GM Olson met with local representatives of Living With Fire. They recommend using “Plateau”, an herbicide for weed control, native grass establishment and turf growth suppression on pastures, rangeland and non-crop areas, and Conifer Plantation site preparation. This product also cannot be used near water sources. It is highly recommended for the treatment of Cheat Grass. CR will begin using this product in late summer and early fall to treat Cheat Grass in high dry areas such as in Eaglesnest.

At the July Board of Directors Meeting, Superintendent Lisenby reported the following:

- Wildflowers, annual flowers and shrubs all fertilized
- 1st pruning of shrubs complete, 2nd pruning scheduled for October
- Wildflowers at bridge; spring flowers cut and removed, re-seeded for September/October blooms
- All of the doggie waste stations have been converted to bags
- 90% of 1st round of defensible space work completed; normally on 2nd round by August
- New signage, approved by the City of Reno Parks Dept. has been installed in Village Green, Crest and Eastridge Parks

Work in-progress:

- Evergreen Water Conservation Project
- Phase 1 of Common Area Sprinkler Realignment Project
- New pour-in-place safety surface and playground equipment for Crest Park

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Fall/Winter projects:

1. Plant trees
2. Phase 2 of Caughlin Creek Pond Project
3. Phase 2 of Alum Creek Drainage Project; install rip-rap
4. Identify project areas for water conservation

The playset in Crest Park is wood, has cracks and is missing a few pieces and parts. It does not meet any current requirements for playground equipment. However, there may be hope for this old playset if someone wants to put the time and effort into it. Former Washoe County Sheriff Mike Haley, who serves on the CR Board of Directors, recommended that CR donate the playset to a local charity. Crest Park is located at 3851 Cashill Blvd.

At this time, we have not been notified when Steamboat Ditch is expected to close. We are hopeful it will flow through September as scheduled.

CR Board President Tony Termini requested the City of Reno consider installing blinking crosswalk indicators (at their cost) at the following locations:

1. New crosswalk recently installed from Cougar Creek Trail to Caughlin Pkwy.
2. Crosswalk at Caughlin Ranch Elementary School
3. Crosswalk on Caughlin Pkwy. at Caughlin Crossing

We were recently contacted by Councilwoman Jenny Brekhus; she advised our request was approved and the signs will be installed in the next few months. We would like to thank Tony and Jenny for continuing to keep the safety of Caughlin Ranch residents and guests a top priority.

When we met with the City of Reno Parks Dept. earlier this year, we discussed the potential for a Dog Park in the Village Green Park. They LOVED the idea! There is a massive area of turf, quite a distance from neighboring homes that a portion of could be converted to a dog park. The hours of operation would be the same as the all the parks in Caughlin Ranch. There is a City of Reno fund to which each new home contributes \$1,000. With 87 new homes coming in the next two years, there will be sufficient funds to complete this project and to replace playground equipment in the Village Green Park.

GM Olson would like to get feedback on this proposal; good or bad. Please e-mail her at: manager@caughlinhoa.com. All comments and suggestions received will be shared with the Board of Directors.

At this time, the Washoe County Commissioners are scheduled to meet on September 13th. It is expected they will finally approve the Waste Management (WM) Franchise Agreement which will include the requirement to provide animal-resistant containers to customers in bear-prone areas such as Caughlin Ranch. GM Olson will continue to monitor the County's progress on this serious public safety concern. She will not give up until WM is supplying animal-resistant containers to Caughlin Ranch residents.

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Important Notices & Reminders

From your Caughlin Ranch Homeowners Association

FINANCE & BUDGET COMMITTEE MEMBERS SOUGHT

Caughlin Ranch is seeking two homeowners who are interested in serving on the Finance & Budget (F&B) Committee for a 2-year term beginning in November 2016.

The F&B is slated to meet yearly in March, June, August and again in December to meet with the Audit Team. Meetings are generally held in the afternoon to accommodate work schedules. During the course of the year, the F&B will review monthly financial reports, provide an update of the 10-Year Cash Flow Analysis, review investments and assist the Board through analysis and recommendations on financial matters.

Members of the F&B should have relevant education, and/or experience in business and financial management. The F&B is responsible for reviewing and commenting on the proposed budget prepared by the GM. At times during the course of the year, they may also be asked to review documents and to provide feedback and/or recommendations.

Please contact GM Olson at: manager@caughlinhoa.com if you have the time to volunteer your services to the F&B. Thank you for your consideration.

DO YOU KNOW WHO YOUR LEGISLATORS ARE?

You should, since they should be expecting to hear from their constituents during the 2017 NV Legislation Session.

The United States will be choosing a new President in November. This election is so important for many reasons, one of the biggest being the Supreme Court. It is expected that the new President will possibly appoint three or more new Justices within the next 4 to 8 years.

The Caughlin Ranch Community Conference Center is now a Washoe County polling place. If you have not already registered to vote, please do; the deadline to register by mail is October 8th, and in person or on-line is October 18th. ALL VOTES MATTER!

U.S. House of Representatives; this seat is currently held by Representative Mark Amodei (R) who is running for re-election.

U. S. Senate; this seat is up for election in November; the incumbent has retired.

Assembly District 25; this seat is currently vacant.

Senate District 15; this seat is currently vacant.

Reno City Council Ward 1; this seat is currently held by Jenny Brekhuis (NP) who is running for re-election.

Washoe County District 1; this seat is currently held by Marsha Berkbigler (R) who is running for re-election.

We will provide e-mail addresses for each of the candidates after the November election. There may be bills we need to take action on (in favor of or opposed to) by asking residents and owners to write to their legislators to get their support.

CRHA OFFICE ADDED AS POLLING PLACE

The Caughlin Ranch Homeowners Association office will be an Election Day Polling Place for the general election on November 8th of this year. The conference room will be set up for this purpose and polls will be open from 7 a.m. to 7 p.m. There will be no early voting at this location, and only those living in the following precincts may vote here: 1053, 1038, 1047, 8100, 8101, 8103.

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The CRHA office is located at 1070 Caughlin Crossing, just off Caughlin Parkway. Please call the Washoe County Registrar at 328-3670 or visit www.washoecounty.us/voters/ for more information. Or call the CRHA office at 746-1499.

CROSSWALKS

Residents often call to advise they were nearly hit by a car entering a crosswalk while they are still within the confines of the crosswalk. This startles walkers and dogs and is a very unsafe and illegal practice.

DRIVERS ARE REQUIRED TO COMPLETELY STOP THEIR VEHICLE WHILE PEDESTRIANS ARE CROSSING, AND DRIVERS MAY NOT ENTER A CROSSWALK UNTIL IT IS COMPLETELY CLEAR OF PEDESTRIANS.

Please, it will only take a few seconds of your time and it may save a life.

2016 ASPHALT REHABILITATION PROJECT & RESERVE STUDY UPDATE

On July 27th, the Caughlin Ranch Board of Directors opened sealed bids for the 2016 Asphalt Rehabilitation Project which included patching, repairs, and sealing of asphalt trails/paths and Caughlin Creek roads. The entire trail system along with Caughlin Creek and Mountainshyre roads were evaluated by an Engineer to determine what treatments were required on each surfaces. Every asphalt surface will receive the necessary treatments within a 3-year period beginning in 2016. The bid was awarded to SNC, a local contractor who completed all work to the satisfaction of Caughlin Ranch and the Engineer who provided project over-sight.

As soon as the Asphalt Evaluation was completed, the Engineer provided the Reserve Specialist with the schedule of treatments and associated costs. GM Olson provided details on purchases, dispositions, etc. over the past year and requested a financial update. That

update was used to identify the 2017 reserve contributions and proposed expenditures which were incorporated into the 2017 Budget.

We will solicit bids for the 2017 (2nd) phase of the Asphalt Rehabilitation Project no later than the March Board of Directors Meeting. We will notify residents when the work is scheduled. The scheduling, notifications, traffic controls, etc. all fall under the responsibility of the contractor. The Engineer is under contract with Caughlin Ranch to provide project oversight by working with the contractor regarding all aspects of the project and by conducting follow-up inspections.

ESI PATROL SERVICE

ESI is patrolling Caughlin Ranch on Friday, Saturday and Sunday nights for six hours per night. Their first duty is to close and lock the chains to prohibit access into the Village Green Park after 10:00 p.m. ESI performs the same duty Monday through Thursday; they do not provide patrol services on those nights.

The 18-week service began on June 17th. Prior to closing Village Green Park, reports from the officers included:

06/20, 10:30 to 11:30 p.m.; "I found one Caucasian male and one Caucasian female exiting the playground area, they appeared to be putting clothes on as they exited the playground." "I observed numerous tire ruts in the grass near the parking area."

"I made contact with one white male approximately 16-18 years of age who pulled his vehicle into the parking area and was sitting with the lights off. He stated he was waiting for a friend. While talking to this individual he reported to me that this park was a very common place for teenagers to come at night and drink alcohol. He stated that he had observed an individual at the park on 6/19 who had been driving in the grass area and driving in circles. He stated to me that during the school year on the weekends the parking lot area will

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be full of vehicles of teenagers while they party in the park at night.” “While on site I observed approximately 10–15 vehicles enter the parking area and then exit quickly after seeing my patrol vehicle.”

06/24, 02:00 a.m.; “Officer █████ patrolled various streets on the property. The officer observed a mid-sized white pickup license █████ going 60 miles per hour, exiting the park. Please see supplemental report.

Action taken: The officer contacted Reno Police to advise them of the situation.”

06/27, 10:45 to 11:45 p.m.; “While conducting the fool patrol, a Black Chevrolet Suburban, NV Wolfpack plate █████, drove through the parking areas approximately five times and the passenger was yelling out the window. While on site, a Green Subaru Outback, NV plate █████, with two Caucasian males, drove into the property and parked. As I approached the vehicle, I observed the driver, who was wearing sun glasses, fumbling with something in his hands. He then placed an object across his lips and continued to roll an unknown object in his hands. Approached the vehicle and made contact with the driver, who stated he “Enjoyed looking at the beautiful park at night. The driver refused to give a name.”

Reports concerning the park now generally state the officer drove in and everyone else drove out. Vandalism has been minimal and peace has been restored to the neighboring

homes; at least during the nights that ESI is on-site. The officers also photograph incidents of vandalism and maintenance concerns which are included with their daily site reports.

One recent report from 08/05 gave cause for concern: “At 10:55 p.m., the officer noted two suspicious white males in their early twenties walking out of the park across from Sourdough Circle. The officer heard the males saying “There’s security”, the other replied, “He doesn’t know if we’ve done anything.” One male was wearing a white t-shirt and blue shorts, with blonde hair, between 5’10 –6’0”, carrying something that appeared to be a night stick or baton. The other male was wearing a dark colored t-shirt, blue jeans, with brown hair, between 5’10”–6’0”. The males got into a white 4-door long bed pickup truck and drove north on Caughlin Parkway towards South McCarran Boulevard.”

Superintendent Lisenby was unable to find any vandalism or damage in that area the next morning. It is GM Olson’s opinion that the value of a patrol service in an “open to the public” community such as Caughlin Ranch is well worth the cost of the service. The word is out, the partyers know they are here; the visibility of the vehicles and officers has had an impact. GM Olson has included a line item in the 2017 Budget for a weekend patrol service. She is confident that vandalism and activities such as those reported have been and will continue to be curtailed while a patrol service is on-site.

2016 Events Calendar



Community Garage Sale

October 1st & 2nd, 7 a.m.–3 p.m.
at participating homes

Angel Tree

November 1st–30th
Accepting donations M–F
8 a.m.–5 p.m.
Caughlin Ranch HOA office

Holiday “Share Your Wine”

November 10th, 5–7 p.m.
Location TBD

Annual Members Meeting

November 16th, 6:30 p.m.
CRHA Conference Room

For more information or to join the Events Committee and help out with any of the above events, please call the HOA office at 746-1499 or email manager@caughlinhoa.com.



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CAUGHLIN RANCH HOMEOWNERS ASSOCIATION 2016 ANNUAL ELECTION SOLICITATION

We are beginning the process of soliciting Association Members to serve the Caughlin Ranch Homeowners Association (CRHA) beginning in November 2016. If you are interested in serving on the Caughlin Ranch Board of Directors, please complete and return the attached Candidacy Disclosure Statement (CDS) to the Caughlin Ranch office in person, via mail, fax, or e-mail.

Address: 1070 Caughlin Crossing, Reno, NV 89519
Fax: 775-746-8649
E-mail: manager@caughlinhoa.com

The completed CDS must be received in the Caughlin Ranch office no later than 12:00 noon on Friday, October 21, 2016. Please contact the Caughlin Ranch office to confirm your CDS was received. Caughlin Ranch cannot be held responsible for statements that are not received. The completed CDS forms will be sent to all Association Members in the Annual/Budget Meeting Packet.

There are three (3) Board Members with terms that expire in November: Janice Browne, Al Dennis and Pat Thorne. Ms. Browne was appointed to fill a vacated seat through the November 2016 election. As a result, two (2) seats are eligible for 3-year terms and one (1) seat for a 1-year term in order to maintain staggered elections. There is a total of seven (7) Board Members who serve the Caughlin Ranch community.

If we receive forms back from more than three (3) candidates who are eligible to serve, the CDS forms along with a secret ballot will be mailed to Association Members on October 27th; a Candidate Forum will be held on November 3rd prior to the ballot deadline of November 14th. If three (3) or fewer candidates return CDS forms, no election or candidate forum will be held; Association Members will be advised in the Annual/Budget Meeting Packet that the candidates who returned their forms will be seated on the Board of Directors during the Annual Election and 2017 Budget Ratification Meeting on November 16th.

In order to maintain a schedule of staggered terms; if an election is required, the two (2) candidates with the most votes will each be slated for a 3-year term, and the candidate with the least number of votes will be slated for a 1-year term. If no election is held, the first two (2) candidates to return their CDS form will each be slated for a 3-year term and the remaining candidate will be slated for a 1-year term.

Agenda Workshops are held on Mondays and Board Meetings on Wednesdays every-other month in January, March, May, July, September, and November. A Budget Workshop is held in August and Board Training in December. An Executive Session of the Board is held prior to each Board Meeting. Board Members are encouraged to participate on standing committees.

NRS 116.31034 has new provisions that become effective on October 1, 2015. A person may not be a candidate for or member of the board of directors or an officer of the association if: (1) The person resides in a unit with, is married to, is domestic partners with, or is related by blood, adoption or marriage within the third degree of consanguinity or affinity to another person who is also a member of the board of directors or is an officer of the association; (2) The person stands to gain any personal profit or compensation of any kind from a matter before the board of directors of the association.

Also, please consider providing the following voluntary information:

E-mail address: _____ Contact No: _____

Occupation: _____

Caughlin Ranch address (if different): _____

You may also include a statement of qualifications and/or reason(s) you would like to serve on the Caughlin Ranch Board of Directors; maximum 200 words please. This statement will be copied to the back of the CDS that will be mailed to all CRHA members in the annual meeting packet.

CANDIDACY DISCLOSURE STATEMENT

(Please Print or Type)

NAME _____

ADDRESS _____
(Street) (City) (State) (Zip)

Are you a unit owner? Yes No

(NOTE: SB 182(13) modifies NRS 116.31034(1) to state: Except as otherwise provided in subsection 5 of NRS 116.212, not later than the termination of any period of declarant's control, the units' owners shall elect an executive board of at least three members, all of whom must be units' owners).

Per NRS 116.31034(5) (a) and (b), please complete the following information regarding your candidacy.

5. Each person whose name is placed on the ballot as a candidate for a member of the executive board must:
- (a) Make a good faith effort to disclose any financial, business, professional or personal relationship or interest that would result or would appear to a reasonable person to result in a potential conflict of interest for the candidate if the candidate were to be elected to serve as a member of the executive board; and

Please respond to the statutory requirements cited above. Attach additional sheets, if necessary.

- (b) Disclose whether or not the candidate is a member in good standing. For the purposes of this paragraph, a candidate shall not be deemed to be in "good standing" if the candidate has any unpaid and past due assessments or construction penalties that are required to be paid to the association.

I am a candidate in good standing as defined above. Yes No If no, please explain:

The candidate must make all disclosures required pursuant to this subsection in writing to the association with his/her candidacy information. The association shall distribute the disclosures to each member of the association with the ballot in the manner established in the bylaws of the association, however, SB 183 (14) states: The association is not obligated to distribute any disclosure pursuant to (NRS 116.31034) if the disclosure contains information that is believed to be defamatory, libelous or profane.

Any additional information provided by the candidate for the executive board is voluntary and is not a requirement under NRS 116.31034.

NOTE: Nothing cited in this disclosure is intended to prevent a potential candidate from running for the board of directors. Further, the board will not prohibit a candidate from appearing on the ballot for failure to provide a disclosure statement, or for providing an inaccurate one or one with content that is defamatory, libelous or profane. Should a candidate not complete a disclosure statement, or should it contain content believed to be defamatory, libelous or profane, the board will note the fact in a statement to be included with the elation-related mailings. Further, a complaint may be filed with the Real Estate Division against the candidate who does not comply with the disclosure requirement.

SIGNATURE OF APPLICANT X _____ DATE _____

RESERVES, WAGE PRESSURE FORCE ASSESSMENT INCREASE

By Tony Termini, Board President

Caughlin Ranch is truly one of the best run HOA's in Nevada. This fact was recently confirmed when we received the 2015 Northern Nevada Master Association of the Year Award from the Community Associations Institute. If our organization were not so well run, the news I am about to give you would have been delivered long ago by some other Board President...and maybe more than just once and maybe by more than just one President.

For nearly nine years now you have heard successive Boards of the Caughlin Ranch Homeowners Association exclaim how efficiently this community is managed and how that has contributed to our ability to escape any Assessment increase since 2008. I am certainly guilty of such boasting! Unfortunately, our good luck has run out. We are at a point in time where a few small Assessments increases are now in order.

That's why I'm writing to you now. I want to let you know that after thoroughly reviewing all our options, over the course of several Finance & Budget Committee meetings and a comprehensive series of reviews and revisions, we have come to the conclusion that our quarterly assessments must increase beginning next year, and that two more increases will be necessary again in 2020 and 2024.

Here is what I have recommended to the Board and what those increases will look like for each Assessment Class:

	Assessment Class				
	A	B	C	D	E
Current Quarterly Assessment	182.60	273.90	546.70	364.65	248.80
2017 Quarterly Assessment	193.56	290.33	579.50	386.53	263.73
2020 Quarterly Assessment	209.04	313.56	625.86	417.45	284.83
2024 Quarterly Assessment	225.76	338.65	675.93	450.85	307.61

Here's what drew us to this conclusion.

In compliance with state law, our Association conducts Reserve Studies every five years. And, in our more than 20 year history, we have always funded our reserve account to meet every anticipated future expense identified in those checkups.

Our most recent Reserve Study was made in 2015 and found that earlier evaluations hadn't adequately reserved on a few issues. This prompted us to prepare a new financial analysis to ensure that our reserves remain sufficient.

We found that the set-aside estimated in the prior Reserve Study hadn't adequately accounted for the cost of repair and resurfacing the more than 30-miles of asphalt paths and private roads that meander through the Ranch. We are mandated by NRS 116 to maintain adequate reserves, and

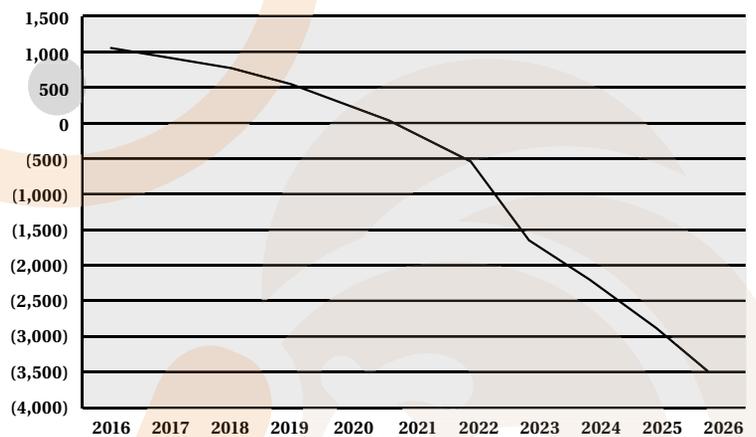
this forces us to move (a previously unanticipated) more than \$106,000 into that account in 2017. Unfortunately, this will have a meaningful detrimental effect on our operating cash flows.

In addition to this, the effect of our robust local economy has put upward pressure on the single largest component of our operating expenses—the cost of seasonal landscape and maintenance personnel. In order for Caughlin Ranch to compete for this labor pool we have to match the prevailing wages being paid in Reno. Those wages have skyrocketed by nearly 45% in the last year and are expected to remain on a rising trajectory into the foreseeable future.

If we don't match prevailing wages we face two significant risks. We could be understaffed during the months we need the most seasonal workers, or worse, we could potentially lose more of our long-tenured full-time employees to other employers willing to pay more (to date we have already lost one of our seasoned veterans). The potential result of this would put us into a position where the care and beauty of our open spaces would be imperiled. That's a risk I am not willing to accept.

The long and the short of this is that our Assessments must increase. The chart below well illustrates why better than anything else I can write about the subject.

Projected Cash Flows Without Assessment Increases
2017 through 2026
In Thousands of Dollars



Now, bear in mind that the main caveat here is that the further out we look, the less meaningful the numbers become. This is because they don't address the unknown. We can only budget for what we expect based on an informed analysis of the current situation. That's why we go through a deliberate, lengthy budget process every year. But, that process can't forecast lots of factors, such as drought, inflation, flooding, etc. That's why our budget process is rigorous, iterative, and occurs in the light of day in open meetings where Association Members are encouraged to attend.

GOODBYE TO LONG-TIME RESIDENT, JAMES EDWARD PARKINSON, JR.

March 9, 1916–August 1, 2016



James Edward Parkinson, Jr. (Jimmy) peacefully passed away August 1, 2016 at his home in Caughlin Ranch.

He was born March 9, 1916 in Bryn Mawr, PA. He attended Lower Marion High School and excelled in gymnastics, wrestling, track and field, football and basketball. He was a particularly talented musician participating in the jazz band and was often featured in many trumpet solos. Jimmy particularly enjoyed the summers his family spent in Newport, R.I.

As a young man, he proudly served in the Army in WWII from 1941–1945 in France as a Sergeant in Battery D 129th Antiaircraft Artillery. He had high praise for General Patton and had an unwavering patriotism. Jimmy was particularly proud that he was chosen to play “Reveille” on his trumpet at Fort Meade, MD.

Upon his discharge in 1945, he moved to Miami, FL and obtained his certification for physiotherapy. He was a very talented massage therapist and thoroughly enjoyed his days on the beach in the Miami sun.

In 1956, he married Sabra Swink and moved to Reno, NV to work as a Service Writer and raise their two children Charlotte and Jim. During their 35 years together, they enjoyed raising their family, cruising the world and spending time in Mexico and Hawaii. She preceded him in death in 1991 and he never remarried.

Jimmy made the best of the last 25 years enjoying his grandchildren, traveling to Hawaii and embracing his “Reno Jimmy” circle of close friends in Maui. He always had such a charming smile and twinkle in his blue eyes and was determined to live to see his 100th birthday which he celebrated with family and friends on March 9, 2016.

Jimmy is survived by his daughter Charlotte and son-in-law Charles; son, Jim and his wife Diane; and grandchildren: Alex, Elaine, Shelby and Connor.



If you see a broken sprinkler head on the ranch—Don't report it by email. Call 775-746-1499.



COUNCILWOMAN BREKHUS READS PROCLAMATION AT BOARD MEETING

At the July 27th board meeting, councilwoman Jenny Brekhus read an official proclamation from the City of Reno. Because of all the accomplishments in regards to bear safety, defensible space, and giving back to the community, it was officially proclaimed “Caughlin Ranch Day”.

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GM LORRIE OLSON AND TEAM TAKE 1ST PLACE IN CAI GOLF TOURNAMENT

Olson and her team took first place in the 2016 CAI (Communities Associations Institute) Northern Nevada golf tournament at Northstar Resort on August 12th. They shot a 56!

Pictured from left to right are: Their sponsor from Seacoast Bank, Scott Andrews; Community Manager Valerie Hand of GWAS, Caughlin Ranch GM Lorrie Olson; Chris Trevino from The Club at Arrowcreek.

Picking Ripe Fruit Keeps Bears Away Need help with your fruit trees? Call us!

The Reno Gleaning Project is a non-profit group of about a dozen people that volunteer to pick fruit from residential trees and then donate the ripe fruit to shelters, kitchens, etc. They are a first-come, first-served organization but try to prioritize the elderly/infirm over healthy folks that can pick their own fruit.

To schedule a pick up call Pamela Mayne at 813-6284 or email renogleaningproject@yahoo.com



Invasion of the Fall Berry-eating Birds

By Kathy Oakes

It's almost fall. Soon, the leaves will turn colors, and the invasion of the berry eaters will start. Several bird species visit our Caughlin Ranch neighborhoods in fall, attracted by the abundance of berries from our native junipers and from the many ornamental trees and shrubs.

Robins take a break from their summer diet of worms to feast on berries and fruit in fall. By early October, resident and migrating robins join in flocks of 50 to over 100 to harvest berries from Russian olive and mountain ash trees, and from pyracantha, Oregon grape, and snowball bushes.

Cedar Waxwings are one of the most attractive birds to visit in fall. They have a silky brown head and crest, a rakish black mask, lemon-yellow bellies, and a yellow horizontal stripe on the end of their tails. The "waxwing" part of their name refers to the brilliant-red waxy looking spots on their wings. Flocks of 25 to 100-plus waxwings fly several hundred miles looking for ripe fruit and berries. Waxwings are one of the few songbirds that specialize in eating fruit and even feed fruit and berries to their nestlings.

Waxwings are very fond of juniper berries. The "cedar" part of their name comes from the bird's love of the berries of eastern red cedar, which is actually a variety of juniper. Waxwings swallow the juniper berries (and other fruit and berries) whole. The birds digest the fruit pulp, but the seeds pass right on through. So the wide-ranging waxwings are important dispersal agents for the seeds of trees and shrubs on which they feed.



Last autumn, Cedar Waxwings competed with flocks of 25 to 50 gorgeous Evening Grosbeaks for the juniper berries in our backyard. Watching the grosbeaks eating, I could see that they didn't swallow the juniper berries whole. Instead, the grosbeaks worked the berries in their impressively large beaks to remove the pulp and then crunch the seeds. The noise from up to 50 Evening Grosbeaks crunching their morning juniper berries outside my kitchen window was amazingly loud.

This fall, spend some time enjoying the lovely fall colors along the Caughlin Ranch trails. You might be lucky enough to get to watch flocks of robins, waxwings, or grosbeaks enjoying their autumn feast.

Kathy Oakes is a Caughlin area resident and serves on the Board of Trustees for Lahontan Audubon Society.



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Robert (Bob) Moor, *Treasurer*

2016 River Run Meeting Dates

The State of Nevada requires at least two general business meetings of the Board of Directors be held after regular business hours. Dates and times of the proposed 2016 meetings are noted below. Please note that meeting dates and times are subject to change. An updated meeting schedule will be included in each *Caughlin Rancher* edition.

Homeowners are welcome to attend the Board of Directors Meetings. Executive Sessions are conducted with Board Members only unless an owner has requested or was invited to attend to discuss their delinquent account and/or alleged violation(s). The following will be held at the Caughlin Ranch business office and Community Conference Center located at 1070 Caughlin Crossing, Reno:

September 22nd	Executive Session (4:00 p.m.), Board of Directors Meeting (4:30 p.m.) (Board approves 2017 Budget; requires Member ratification)
October 27th	Mail 2017 Budget Ratification Meeting Packet with Agendas Executive Session (4:00 p.m.), Board of Directors Meeting (4:30 p.m.)
December 1st	Executive Session (4:00 p.m.), 2017 Budget Ratification Meeting (4:30 p.m.) Board of Directors Meeting immediately following

The Board of Directors' Meeting Agendas are posted in the brochure box at the River Run pool house and in the brochure box to the right of the entry door at 1070 Caughlin Crossing at least seven (7) days prior to each meeting. You may also call the Association office at: (775) 746-1499 or email: sandy@caughlinhoa.com to obtain agenda copies.

Community Reminders:

- Trash & Recycle Containers:** Shall not be placed out any sooner than Tuesday morning and shall be stored out-of-sight by Tuesday evening.
- Signs:** "For Rent" and "For Sale" signs shall be purchased from the Caughlin Ranch office.
- Parking:** In the designated parking areas is strictly limited to guest parking; residents are required to park in their garages.
- Speed Limit:** The maximum speed limit on all River Run streets is 15 MPH.
- Buildings:** The exteriors are being painted with an elastomeric paint. Please DO NOT puncture the paint; no nails, hooks, etc. These can compromise the life and warranties of the paint.
- IRRIGATION LEAKS: IMMEDIATELY CALL 775-746-1499; the answering service will respond to after-hours and holiday calls. PLEASE DO NOT REPORT WATER LEAKS VIA E-MAIL AS THEY ARE NOT REGULARLY MONITORED.**
- Community Manager:** Sandy Wheeler; sandy@caughlinhoa.com, (775) 746-1499.



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Accent Window Coverings Opens New Furniture Showroom



RENO, NV, August 26, 2016 — Accent Window Coverings, which has been in northwest Reno since 2003, announces the grand opening of their new furniture store, Norwalk Furniture Gallery in south Reno.

Said owner, Michelle Wollman, “We saw the need for furniture and accessories when our customers would buy window coverings and ask if we carried other things for their home.” So in 2015 Wollman opened Accent Lighting & Home Interiors next door to her window coverings business. She soon realized, however, that this space was too small and began looking for something larger to open a furniture showroom.

The new showroom at 7689 S. Virginia Street, behind Napa-Sonoma and Winner’s Crossing Carwash on the corner of South Virginia St. and Huffaker Ln, is scheduled to open on September 22nd. Along with the Norwalk line of custom upholstery, you will also find brands such as Canadel, Hooker, Universal and more.

They will feature furniture for all rooms of the home as well as custom upholstery, wall art, lighting, area rugs, flooring, window coverings and an exclusive collection of one-of-a-kind pieces from around the world. They welcome trade professionals.

Inside Norwalk Furniture Gallery will also be a second location for Accent Window Coverings. For more information call 329-0999 or visit NorwalkFurnitureGallery.com.

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July Concert Series at Village Green Park

This year the CRHA partnered with Artown and sponsored five concerts on Sundays in July. Hundreds of residents and guests showed up each week to enjoy different music and dine on their own picnic or food truck fare. A good time was had by all!



TOP: Some young fans enjoying Kyle Rea and the Moonlighters

LEFT: Bruce Knowlton with Ambush sings lead with a little help from his grandson.



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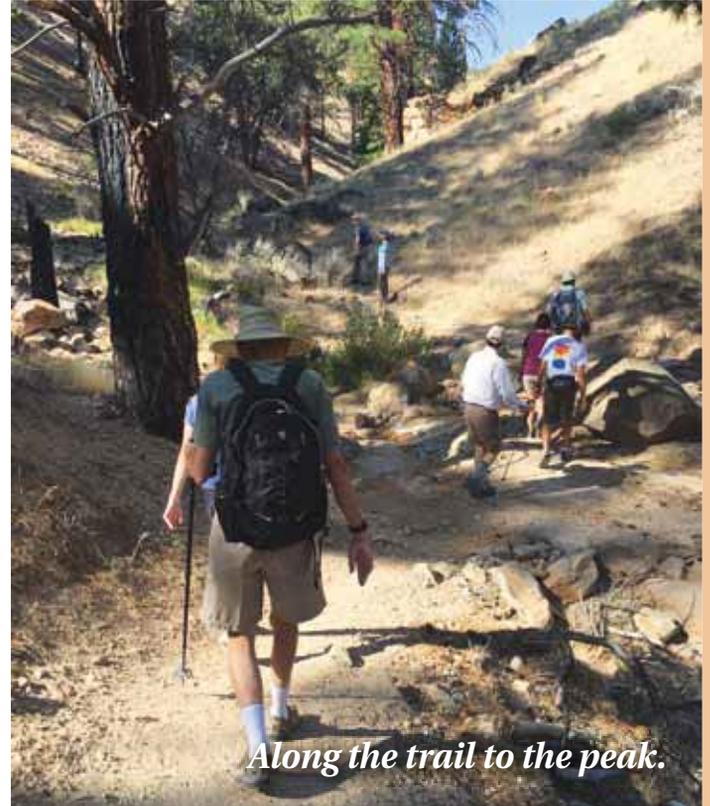
tree service

CROSS PEAK HIKE



The annual Cross Peak hike was on August 20th this year. About 14 residents and guests showed up for the 2-mile trek from Caughlin Club up to Cross Peak.

Thanks again to Nate Daniel of the Truckee Meadows Parks Foundation for leading the hike.



Along the trail to the peak.

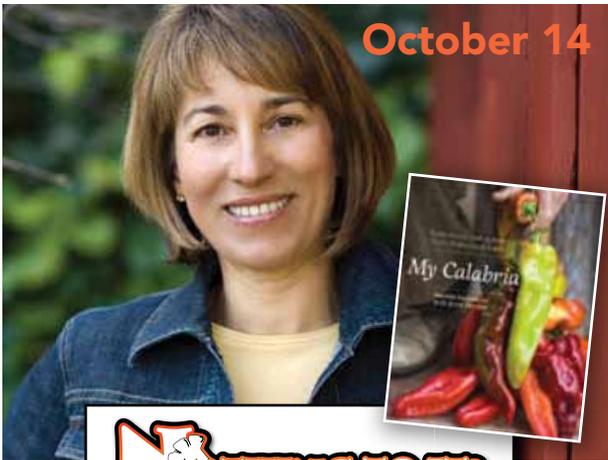


Almost to the top.



The group at the very top.

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October 14

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- Oct. 15 Handmade Southern Italian Pasta Workshop
- Oct. 20 Sauces
- Oct. 27 Cooking with Pumpkin & Squash
- Nov. 5 Culinary Bootcamp
- Nov. 10 Ravioli & Tortellini
- Nov. 12 Eggs Benedict Workshop
- Nov. 19 Pie Crust & Pie Workshop
- Dec. 20 Christmas in Provence

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Pat with grand-dog, Daisy



Get to Know Your CRHA Board Treasurer, Pat Thorne

1. How long have you lived in Caughlin Ranch? Where did you live before, and why did you decide to move here? We've owned our house in Caughlin Creek for 11 years. It was part of my exit strategy for retirement. My smaller CPA firm (based in Henderson) merged with a statewide firm that had offices in Reno and Las

Vegas. We were part-time residents bouncing back and forth until I retired from public accounting in 2012.

2. What's your favorite thing about living in Caughlin Ranch? Location, I suppose. There's not a more desirable community in Reno, what with the mature landscaping, creeks, ponds, walking paths and incredible vistas.

3. When and why did you first get involved with the CRHA, and in what capacity? Blame it on former Board President Mike Heffner. While enjoying a round of golf, he convinced me to consider serving on the Finance & Budget Committee. By the end of the round, he suggested I run for a position on the Board of Directors. I suppose it was the 19th hole that sealed the deal. I did start out on the F & B Committee and was elected to the Board soon thereafter.

4. What's your favorite thing about being on the board?

I enjoy working with the Ranch's dedicated staff and fellow board members, who are sincerely committed to serving the homeowners of CRHOA. It's great to see the tangible results of everyone's hard efforts. Randy and his crew do a wonderful job keeping the common areas looking beautiful. Lorrie and the gang do a great job keeping us in compliance with all the seemingly oppressive regulatory requirements.

5. What are you most looking forward to accomplishing with the board this year? Continue working with Susan and Lorrie in tweaking the accounting and financial records, reporting, and policies and procedures.

6. What other boards or non-profits are/were you involved with? Boy Scouts (Boulder Dam Area Council board member for 30 years); Henderson Civitan Club (treasurer), Nevada Public Radio (treasurer); Nevada Society of CPAs (president); Nevada State Board of Accountancy (president); various other professional boards.

7. What is your professional background? Certified Public Accountant, licensed in Nevada for over 40 years. Worked for large international CPA firm and local and regional firms. Also spent over 20 years in the gaming industry in senior financial and operational positions in between public accounting gigs.

8. Tell us about you...where you grew up, went to school, family, pets, hobbies, etc. Born and raised in Henderson. My wife, Dixie, and I are University of Nevada alumni. Two adult sons (one lives in the Washington, D.C. area and the other in Henderson). No grandchildren but a grand puppy (Daisy) and

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grand kitty (Zoomie).

9. Any other fun stories to share? *While at the Desert Inn in Las Vegas, one of my areas of responsibility as Sr. VP of Hotel Operations was Entertainment. I provided Garth Brooks with his Las Vegas debut. He sold out the showroom during his two-week engagement, but when I left, my successors declined to pick up the option on his contract to perform during the National Finals Rodeo. They thought Roy Clark would be a better draw!*



SCHOOL NEWS

St. Nicholas Orthodox Academy Opens in Caughlin Ranch

RENO, NV, August 26, 2016 — Parents now have another choice for schools in southwest Reno. St. Nicholas Orthodox Academy has just opened its doors and is accepting students in grades K-12 for the 2016–2017 school year which started on September 12th and goes through June 23, 2017.

The school is located at 4781 Caughlin Parkway in the business park across from the Scolari's Shopping Center in Caughlin Ranch.

Richard "Reader Nektari" Rodriquez is Dean of Academic and Spiritual Studies and Dr. Janet "Barbara" Cummings is the Executive Director.

They invite you to call or stop by for more information. They may be reached at (775) 544-5565 or www.orthodoxschoolreno.com.

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DOGGY

Meet & Greet

On August 7th, a group of dog-lovers got together for a leisurely walk along the paths through Caughlin Ranch. Thank you to Susan Kijowski of K9 Games Reno for leading the walk.



Pictured L. to R: Lisa Gorman; Vicki from K9 Games; Margaret with Luka; Susan from K9 Games with Nibbler; Esmay, Xander, Maurice & Darian with Charlie & Scarlet; Carolyn with Babakhan & Sochi.



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CAUGHLIN RANCH HOMEOWNERS ASSOCIATION BOARD OF DIRECTORS

2016 Meetings & Other Important Dates

The following are the proposed 2016 dates for the Board of Directors' Agenda Workshops, Executive Sessions, General Business Meetings, Annual Election and 2017 Budget Ratification Meeting, and the Board and Staff Training Retreat. An updated meeting schedule will be included in each *Caughlin Rancher* edition and is posted on the Caughlin Ranch website at: www.caughlinhoa.com.

Board Agenda Workshops begin at 4:00 p.m. The purpose of each Workshop is to review the agenda items for the next regularly scheduled Board of Directors General Business Meeting; no decisions are made at these Workshops. Board Executive Sessions will be held prior to the Board's General Business Meetings.

Homeowners are welcome to attend the Workshops and Meetings. Executive Sessions are conducted with Board Members only unless an owner has requested or was invited to attend to discuss their delinquent account and/or alleged violation(s). The following will be held at the Caughlin Ranch business office and Community Conference Center located at 1070 Caughlin Crossing, Reno unless noted otherwise:

Sept. 26th	Board Agenda Workshop 4:00 p.m. (Final 2017 Budget Review)
Sept. 28th	Executive Session 5:00 p.m. Board General Business Meeting 6:00 p.m. (Board approves 2017 Budget; requires Member ratification)
Oct. 27th	Mail Annual Election and 2017 Budget Ratification Meeting Packet with Agendas
Nov. 3rd	Candidate Forum; meet the candidates (if necessary) 5:30 p.m.
Nov. 14th	Annual Ballot Deadline 12:00 noon (if necessary) Annual Ballot Count Meeting 1:00 p.m. (if necessary) Board Agenda Workshop 4:00 p.m.
Nov. 16th	Executive Session 5:30 p.m. Annual Election and 2017 Budget Ratification Meeting 6:30 p.m. Board General Business & Reorganizational Meeting immediately following Annual/ Budget Meeting
Dec. 9th & 10th	Board & Staff Customer Service/Training Retreat 9:00 a.m. to 5:00 p.m. Best Western Airport Plaza Hotel, 1981 Terminal Way, Reno

Meeting dates and times are subject to change. Please visit the Caughlin Ranch website for up-to-date information regarding Caughlin Ranch Meetings and Events. The Board of Directors' Meeting Agendas are posted on the Caughlin Ranch website and in the brochure box to the right of the entry door at 1070 Caughlin Crossing at least seven (7) days prior to each meeting. You may also call the Association office at: (775) 746-1499 or e-mail: gloria@caughlinhoa.com to obtain agenda copies.

NOTICE: NRS 116.31083 provides that each Notice of a Meeting of the Executive Board of the Caughlin Ranch Homeowners Association ("Association") must state the time and place of the meeting and include a copy of the Agenda for the meeting or the date on which and the locations where copies of the agenda may be conveniently obtained by the units' owners. Agendas are available at the Association Office at 1070 Caughlin Crossing, Reno, NV 89519, seven (7) calendar days before a scheduled meeting. You are also notified of the rights of a unit's owner to: (a) Have a copy of the minutes or a summary of the minutes of the meeting provided to the unit's owner upon request, and, if required or by the executive board upon payment to the association of the cost of providing the copy to the unit's owners or in electronic format at no cost. (b) Speak to the association executive board, unless the executive board is meeting in executive session. (c) A copy of the audio recording of the minutes or a summary of the minutes of the meeting provided to the unit's owner. Any comments made may potentially become permanent record of the minutes.

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