



**Board of Directors General Business Meeting Minutes
Wednesday, May 28, 2025, at 6:00pm**

Meeting held in-person at the Caughlin Ranch HOA conference room & virtually via GoToMeeting

Board Members in attendance in-person or via teleconference and/or telephone:

Thomas Keiffer, President	Michael Ginsburg, Vice President	Al Dennis, Director
Jon Ericson, Secretary	Harvey Miller, Director	Steve Bremer, Director (appointed this meeting)

Board Members absent

Allen Black, Treasurer

Others in attendance in-person or via teleconference and/or telephone:

Lisa Nunley, General Manager	Shawn Oliphant, Legal Counsel
Sandy Wheeler, Asst. Manager/CAM	Randy Lisenby, Landscape Superintendent (attending virtually)

6 Homeowners in-person; 0 attending virtually

1. **Call to order and establish quorum:** President Keiffer called the meeting to order at 6:00p.m. A quorum was established with five (5) Board Members present either in person, via teleconference and/or telephone.
2. **Member Comments.** President Keiffer welcomed everyone present and provided a brief overview of guidelines regarding Member Comments to the Homeowners present. This item permits homeowners to give comments regarding items on the agenda. However, an exception was made to allow those in attendance to speak on any topic.
 - A homeowner shared information on recent incidents involving motorized bikes. An elderly woman was almost hit. Another woman with a stroller and dog almost hit. The homeowner asked the Board to do something to solve the problem. She suggested additional signage, especially at Village Green Park. She stated she would sue the Association if she were to be injured because of the motorized bikes.
 - A homeowner shared information on a recent incident involving Ebikes. A group of ebike riders blocked the walking paths then followed her home. She reported this to the police. She suggested as a solution to 1) not allow ebikes in Village Green Park (note: they are already not permitted in the park), or 2) allow them but limit their speed and require the riders be certified to ride the ebikes.
 - A homeowner echoed the previous homeowner comments about Ebikes. Her toddler was almost hit. The problem lies with parents not supervising the riders. Need someone to do something to fix this.
3. **Accept Resignation of Director, Chris Howard**
On Thursday, May 1, 2025, Chris Howard contacted GM Nunley to inform her that he was resigning from the CRHA Board of Directors. On May 2, 2025, he formalized that statement in an email which is attached for the Board's information.

Motion: VP Ginsburg moved to accept the resignation of Chris Howard from the Board of Directors as of his written notification of May 2, 2025. Director Miller seconded. Motion unanimously carried.

4. Appoint New Member to the Board to Fill Vacant Position

The Board was provided with information from the CRHA By-Laws regarding filling a vacancy on the Board. The Board may appoint, by majority vote, someone to fill the vacancy. The appointed director shall hold office until the expiration of the term or until the next regularly scheduled election, whichever is sooner. The term to fill this vacancy will be "until the next regularly scheduled election" as that falls sooner than the expiration of the term. (At the next election there will be an additional position for a one-year term added to the ballot.) Historically, the Board has filled a board vacancy by appointing a member who received the next highest number of votes from the most recent board elections. This occurred most recently in September 2018 and March 2019. If the Board chooses to continue this practice, the two additional

members who ran for the Board in November 2024 were Steve Bremer (214 votes) and Drew Naccarato (208 votes). A copy of the official tally sheet was included in the meeting packet for the Board's reference.

Motion: Director Dennis moved to appoint Steve Bremer to the Board to fill the current vacancy until the next regularly scheduled election of Directors. VP Ginsburg seconded.

Discussion ensued. President Keiffer inquired about what would happen if the Board chose not to fill the position. GM Nunley responded that the Association's By-laws state the Board shall consist of seven (7) members. Also, with only six (6) members on the Board, the likelihood of 3-3 split votes would occur and the Board would not be able to make the required decisions on behalf of the Association.

Steve Bremer was in attendance and the Board asked him if he was interested and willing to be appointed to fill the vacant position. Mr. Bremer answered in the affirmative.

The motion carried by majority vote with four (4) in favor (A. Dennis, J. Ericson, M. Ginsburg, H. Miller), and one (1) opposed (T. Keiffer).

Director Bremer was seated and joined the Board for the remainder of the meeting.

5. Review & Possibly Approve Rule of Order to Allow for the Use of a Consent Agenda

Attorney Oliphant provided his opinion regarding the use of a consent agenda (Opinion Memorandum included in the Board's meeting packet).

Below is an excerpt from that memorandum outlining a rule of order for the use of a consent agenda. Provided for the Board's consideration.

A consent agenda may be presented by the President, or acting chair at the beginning of a meeting. The President, or acting chair, shall confirm that the board members have reviewed and become familiar with the items on the consent agenda and ask if any board member desires to remove any item from the consent agenda. Items shall be removed from the consent agenda on the request of any one board member. Items not removed may be adopted by general consent without debate. Removed items may be taken up either immediately after the consent agenda or placed later on the agenda at the discretion of the President.

Motion: President Keiffer moved to approve the use of a consent policy as outlined in the foregoing stated rule. VP Ginsburg seconded. Motion carried by majority vote with five (5) in favor (S. Bremer, J. Ericson, M. Ginsburg, T. Keiffer, H. Miller) and one (1) opposed (A. Dennis).

6. Consent Agenda.

The proposed Consent Agenda was presented to the Board. President Keiffer confirmed that all Board Members have reviewed and become familiar with the Consent Agenda items and then inquired if any Board Member wished to remove any item(s) from the Consent Agenda. The following items were requested to be removed: The Landscape Maintenance Report (Director Miller), The Community Information Report (Director Dennis), the New Business Item – Proposal to Refresh Rubber Nugget Mulch in the Village Green Park Playground (President Keiffer).

Motion: President Keiffer moved to approve the items on the Consent Agenda, except for 1) Landscape Maintenance Report, 2) Community Information Report, and 3) New Business – Proposal to Refresh Rubber Nugget Mulch in Village Green Park Playground, which will be moved out of the Consent Agenda and placed on the Regular Meeting Agenda for discussion and possible action. VP Ginsburg seconded. Motion carried by majority vote with five (5) in favor (A. Dennis, J. Ericson, M. Ginsburg, T. Keiffer, H. Miller) and one (1) abstained (S. Bremer)

Consent Agenda, cont.

- **Minutes:** Review & approve March 26, 2025, Board of Directors General Business Meeting Minutes

The March 26, 2025, Board of Directors General Meeting Minutes were provided for the Board's review and consideration.

- **Finances:**

Review & approve Bad Debt write-offs. There are no Bad Debt write-offs at this time.

- **Reports & Updates:**

Finance & Budget Committee. The Finance & Budget Committee, in conjunction with the Board of Directors, met on Wednesday, May 21, 2025, to review the Full Onsite Reserve Studies, which are being presented later in this meeting for the Board's consideration. Also reviewed and discussed was a preliminary Cash Flow Scenario for 2026 budget planning. Thank you to Martin Kwitek for his contributions to the meeting. Also in attendance were staff members, Asst Mgr Wheeler & GM Nunley, Board Member Al Dennis, and F&B Members Joyce Thompson and Peter Broughton. The next F&B Meeting is scheduled for August 21st along with the Board for 2026 Budget Review.

Architectural Control Committee. Sixty-four (64) applications were reviewed from 03/01/2025 through 04/30/2025. Of those, fifty-eight (58) were approved with the standard conditions, one (1) was withdrawn, and five (5) were denied. The ACC meets twice per month on the 2nd and 4th Thursdays, except for November and December when they meet once per month. (A copy of the detailed list of submittals was provided to the Board in their Executive Session packet.)

Community Events. The Events/Caughlin Rancher Committee met on May 7th to review potential topics and articles for the July/August 2025 edition of The Caughlin Rancher. Discussion also included planning for the upcoming events such as the May 17th Cross Peak Hike, the Spring Bird Walk, and the June 21st Shredding Event. Also discussed were details for the July Artown concert series at Village Green Park and the Annual Resident BBQ in August. A copy of the Board approved 2025 Events Schedule was provided in the Board's meeting packet for their information.

Branding / Signage Ad Hoc Committee. The new logo is gradually being incorporated into CRHA. Office stationery, the For Rent/For Sale signage, banners, Landscape/Maintenance uniforms, CRHA vehicles have been updated. The HOA office building signage, Caughlin Creek (both entries) and Seasons are completed as of August 2024. The upper Caughlin entry monument signage is in the process of being updated. A full update was provided to the Board in their meeting packet.

Items Removed from Consent Agenda, for Review and Possible Action

Landscaping & Maintenance Dept. (Superintendent Lisenby)

The following report was read into the record.

Miscellaneous Projects / Weekly Maintenance:

- Normal weekly maintenance has started
- Defensible Space maintenance has started
- Steamboat ditch started on May 13th
- Irrigation pumps turned on May 19th
- First fertilizing of turf complete
- Summer Flowers ordered
- New volleyball poles installed in VG Park
- Graffiti removal throughout the Ranch is ongoing
- All three Parks are inspected and cleaned on a daily basis

Projects:

- Building small rock wall behind Caughlin Club to control erosion along path
- Phase 2 of erosion project in Traditions / Planting new trees and installing new drip system
- Fence repair work along Caughlin Parkway will start soon.

Discussion and questions ensued.

- Director Miller commented on the annual flowers that are planted multiple times throughout Caughlin Ranch. Per Superintendent Lisenby, they are planted once in the Spring and once in the Summer (no plantings in the Fall). Director Miller asked if consideration was given to planting perennials instead as this could be a cost savings measure. Superintendent Lisenby stated that would mean giving up the beauty of the annual flowers which homeowners have come to expect which could upset a lot of them. Discussion continued regarding the cost of the annual flowers; CRHA receives a significant discount because of the long-term relationship with the direct grower. It takes one crew 3-4 days to plant them throughout the community. Research on costs will be conducted and provided at the next meeting.
- Director Miller inquired about the dirt areas along the paths at the park which have grass growing into them. Randy has a plan to address that. He cannot use RoundUp in the park, so he will be adding additional dirt.
- VP Ginsburg requested additional Doggie Stations at the entrance to Pinehaven Rd and also near the tunnel by Westpoint. Superintendent Lisenby indicated that emptying cans in these locations during the winter is a challenge and potentially dangerous for the crew, but he will take a look.

Community Information, including Caughlin Pkwy Speeding and Remediation Efforts

GM Nunley encouraged the Board to review the report that is included in their packet (below). Director Dennis inquired about any update to the legislative items. Per GM Nunley, SB121 and AB185 are expected to be passed with amendments that are borderline acceptable. An email will be forwarded to the Board with the details on these bills and the impact on HOA's. It remains to be seen if the Governor signs the bills into law or vetoes.

An update was provided regarding the Agreement with Tray Palmer for the development of the CWPP, etc. Please see the update within the report below.

In addition to the items on this agenda, below are some other highlighted items and projects being addressed by management and staff since the last meeting (the list is not all-inclusive).

- New Homeowner Orientation is held (currently only virtually) on the 2nd Thursday of each month.
- GM Nunley virtually attended Senate Hearing re SB121 on May 9th.
- GM Nunley testified before the Committee on Health and Human Services on May 6th re opposition to AB185.
- GM Nunley is a member of CAI's Education Committee and CAI's Legislative Action Committee for Nevada and attends monthly meetings for each committee. At the recent LAC meeting, an update was provided on the status all bills impacting HOA's which are being, or have been, presented to the legislature during this year's session. To learn about what bills are being presented and their status, please sign up for CAI's Grassroots at <https://cainevada.org/grassroots/>.
- The onsite reserve study visits with Browning Reserve Group took place during March. Second drafts were provided for CRHA and Caughlin Creek/DeerCreek studies. Studies are being presented to the Board for consideration in today's meeting.
- Staff continues to support the Events program and looks forward to helping organize and facilitate the upcoming Summer events.
- Payout for the 2007 Ford F150 claim was received in May in the amount of \$5,595.76.
- Follow up street sweeping of Whispering Canyon took place on May 21st.
- Vista Pointe irrigation agreement was fully executed following the March board meeting. Landscape crews are inspecting the irrigation system and a meter is expected to be installed by the board meeting.
- The agreement with Tray Palmer was fully executed and Mr. Palmer is in the process of creating the CWPP and Evacuation plans. Update: GM Nunley met with Mr. Palmer on May 22nd and learned that

the City of Reno received a grant to develop a CWPP for the City of Reno, including specific areas such as Caughlin Ranch. To avoid duplicating efforts, and to save CRHA the cost for him to develop a CWPP, he recommends waiting to see what the City's plan entails. He may need to tweak it a bit, but it will most likely be a very inclusive plan. The timeline is pushed out to Fall, but he also said that mitigation efforts are not likely to be undertaken until after that time.

- Caughlin Parkway Speeding Mitigation Update (from Harvey Miller). I attended the Law symposium on April 2 attending by all the law enforcement agencies in the state. I personally met with Sheriff Darin Baumann of the Washoe County Sheriff's department and Captain Jerry Hallert with Reno PD. Captain Hallert will be our point person and he has scheduled speed trap enforcement in the Caughlin Ranch area, date TBD. After the enforcement session, he will provide metrics from the event. That is the current update. Harvey

New Business

- Review & Possibly Approve Proposal from IMC for Rubber Nugget Mulch to Refresh Village Green Park Playground. The rubber nuggets in the Village Green Park playground need to be replenished. Included in the Board's meeting packet is a proposal from IMC Outdoor Living for a replenishment of the rubber nuggets in the amount of \$11,490.00. The reserve study indicates a cost of \$4,000.00; however, costs have increased significantly since the last 5-year study. The 2026 study was increased to \$11,000.00.

Motion: President Keiffer moved to postpone a decision on this item and solicit bids for presentation at the next meeting. No second. Motion dies for lack of second.

Discussion ensued. President Keiffer inquired if this is needed and if there are other providers.

Superintendent Lisenby explained that it is a potential trip/fall hazard which could result in lawsuits.

The proposal is from the original installer who installed the nuggets in 2019; the nuggets are the same and meet safety and wind requirements. Additional discussion regarding availability through other vendors, depth requirements to avoid injury, where product is made, etc.

Motion: President Keiffer moved to postpone a decision on this item and solicit sealed bids for presentation at the next meeting. No second. Motion dies for lack of second.

Motion: Director Miller moved to postpone a decision on this item to allow for further investigation to see what our options are, to get a better understanding where the item is manufactured, and what timing we need before we move on. President Keiffer seconded. Motion carried by majority vote with five (5) in favor (S. Bremer, J. Ericson, M. Ginsburg, T. Keiffer, H. Miller) and one (1) opposed (A. Dennis).

*****At this juncture, Item 10.5 was moved up on the Agenda to accommodate Superintendent Lisenby who was participating virtually.***

10.5 Open and Review Sealed Bids, and Possibly Select Vendor for Tree-Trimming Project in Common Area behind Cedar Creek Ct

Per the Board's request, an RFP was sent to local tree care service vendors with a request to submit a proposal for the trimming of five (5) large Jeffrey pine trees behind 3965 Cedar Creek Ct. Two (2) of those five trees require trimming/pruning branches off the roof of the home.

RFP's were sent to: **Alpha Tree, Arbor Pros, Bear Mountain Arborist, Noah's Park Tree Care, Tree Master**

Note: Truckee Meadows Tree Service was contacted but declined to participate in the bid process as the company is downsizing.

The deadline to submit sealed bids was Wednesday, May 28th at noon.

The Board opened the sealed bids.

-**Alpha Tree** Alpha Tree relayed their thanks for being included in the bid process but decided not to bid as they are booked through the month of July.

-**Arbor Pros.: \$4,925.00.** Bid package missing some scope of work details and insurance/license documents.

-**Bear Mountain Arborist: \$9,000.00.**

-**Noah's Park Tree Care: \$9,000.00.**

-**Tree Master: \$17,000.00.**

Superintendent Lisenby met with all the vendors and they all were professional and appeared able to perform the required work. Tree Master needs to subcontract out some of the work due to equipment requirements.

Motion: Director Dennis moved to approve the proposal from Arbor Pros in the amount of \$4,925.00, and subject to their providing adequate documentation confirming Scope of Work matches RFP, and the provisions of proper insurance and licenses, to trim the five (5) large Jeffrey pine trees behind 3965 Cedar Creek Ct. Director Miller seconded. Motion unanimously carried.

****The meeting returned to its previously scheduled agenda.**

7. Finances:

7.1 Review & accept (un-audited) Financial Reports dated Feb. 28, 2025 & Mar. 31, 2025

The following report was presented to the Board of Directors and includes bank balances for the operating and reserve accounts:

- 2025 CD Schedule enclosed.
- Treasurer Black has been provided with a copy of all the bank/investment statements and associated reconciliations along with the supporting financial reports.
- The Board Members have been provided copies of the GL Balance Sheet by Fund and the Statement of Revenues and Expenses as of February 28, 2025, and March 31, 2025.
- The bank statements are reconciled and the financial reports reviewed and adjusted as needed by the GL Accountant and Assistant Manager Wheeler to ensure CRHA is reporting on a true accrual basis.
- The Association's cash position through March 31st: **BALANCE SHEET**
 - Operating cash = \$1,104,985.76. – (1B)
 - Reserve cash and Investments/CD's Total: \$986,542.79. – (2B)
 - CRHA = \$448,836.02 – (3B) Caughlin Creek/Deer Creek = \$121,951.43 – (5B)
 - Whispering Canyon = \$166,268.80 – (4B) Mountainshyre = \$249,486.54 – (6B)
- Through April 30th on an accrual basis: **REVENUE and EXPENSES REPORT**
- Total (Operating) Income was \$795,461.95 (1); under YTD Budget by \$7,409.45 (2).
At this time, all reserve transfers are being deposited on a quarterly basis due to the positive cash flow.
- Total (Operating) Expense was \$592,375.29 (3); under YTD Budget by \$10,903.91 (4).
- Expense recap: Operating = \$179,811.17 (5) under budget by \$18,131.67 (6);
Payroll = \$322,466.35 (7) under budget by \$15,849.65 (8);
R&M = \$65,360.36 (9) under budget by \$9,585.64 (10);
Utilities = \$24,737.71 (11) under budget by \$3,600.29 (12).
- Total Reserve Income was \$119,742.67 (13); over budget by \$1,873.17 (14).
- Total Reserve Expense was \$56,379.09 (15) under YTD Budget by \$40,205.91 (16); 2025 Reserve Expense Budget = \$695,540 (17).

The Board is required to review the Association's financial information in accordance with NRS 116.31083. The Association is following paragraph (b) of subsection 2 of NRS 116.3115 and confirms that reserve funds have not been used for daily maintenance.

Motion: Director Dennis moved to accept the Association's unaudited financial reports dated February 28, 2025, and March 31, 2025, as presented. Director Bremer seconded. Motion unanimously carried.

7.2 Review & approve draft 5-year Reserve Studies (with onsite visit) by Browning Reserve

The Board was provided with the summary pages from the Reserve Study with Onsite Visit for CRHA, Caughlin Creek/ DeerCreek, Mountainshyre and Whispering Canyon for fiscal year 2026. They were also provided with the complete draft studies on the Board's tablets. Changes in contribution amounts from 2025 to 2026 are:

- Caughlin Ranch HOA. 2025 contribution: \$335,385.00; 2026 contribution: \$435,385.00 (29.8% increase)
- Caughlin Crk/Deer Crk: 2025 contribution: \$67,195.00; 2026 contribution: \$86,682.00 (29% increase)
- Mountainshyre: 2025 contribution: \$22,163.00; 2026 contribution: \$24,224.00 (9.3% increase)
- Whispering Canyon: 2025 contribution: \$40,267.00; 2026 contribution: \$41,676.00 (3.5% increase)

Motion: Director Dennis moved to approve the Reserve Studies with Onsite Visit for CRHA, Caughlin Creek/DeerCreek, Mountainshyre and Whispering Canyon as presented. VP Ginsburg seconded.

Discussion ensued. President Keiffer stated the implications of the studies are severe financially.

Director Miller would like to defer a decision to discuss this further.

Motion carried by majority vote with four (4) in favor (S. Bremer, J. Ericson, M. Ginsburg, and two (2) opposed (T. Keiffer, H. Miller).

8. Reports & Updates:

8.1 Strategic Plan Update and Confirm Next Meeting Date; President Keiffer

The Board was provided with the following recap in their meeting packet. *Recap: Four members of the Board last met on 10/22/2024, to begin creating a new plan for 2025-2029. Those attending reviewed the Mission/Vision Statements and Goals and it was determined to keep those mostly as-is with just a minor revision. During review of the current Plan, staff was directed to begin drafting the 2025-2029 plan by moving Ongoing or Incomplete items to the new plan as well as adding a few new ideas that were brought up during the meeting. This new document will be forwarded to the Board prior to the next Strategic Planning Meeting. As of this date, there have been no volunteers from the Board to lead this effort.*

Motion: President Keiffer moved to remove this item from the agenda unless someone else wants to take this up. VP Ginsburg seconded. Motion approved by majority vote with four (4) in favor (J. Ericson, M. Ginsburg, T. Keiffer, H. Miller) and two (2) opposed (A. Dennis, S. Bremer).

Brief follow-up discussion ensued regarding importance, or lack of importance, of the Association's Strategic Plan.

8.2 Executive Session Summary and Pending Legal Action against the Association; Attorney Oliphant

Pursuant to NRS 116.31085 subsection 6, the following items are being reported as reviewed during the last Executive Session Meeting held on May 28, 2025:

- Approval of the 03.26.2025 Executive meeting minutes.
- Pending legal action notices as follows:
 - Discussion of the status of a homeowner complaint/dispute involving CRHA and Washoe County regarding potential easement deed associated with recent spur road abandonment.
 - Final update of license to use common area by homeowner(s).

- Discussion of civil complaint for outstanding fines.
- Potential litigation for common area improvements.
- Review the Violation Report & fines.
- Review the most recent Architectural Control Committee Report.
- Review Homeowner disputes, appeals and alleged violations.
- Review the Accounts Receivable Aging Report.
- Review of bad debt write-offs (if any)
- Discussion of Personnel items.

9. Unfinished Business:

9.1 Update on Status of Disengaging from Caughlin Crossing Commercial Center (CCCC)

On April 16th, GM Nunley attended the CCCC Board Meeting (in a non-voting capacity). A lengthy discussion took place regarding CRHA's request to be removed as a member of the Association. Their legal counsel had not yet reviewed the request. While they were prepared to vote, GM Nunley recommended waiting until their legal counsel could review and provide an opinion (his opinion is unknown at this point). Also, their PM committed to providing everyone with information on how assessments would be impacted. An email with the assessment and other information was sent to all members of the CCCC Association with a request for feedback. That email was provided to the Board in their meeting packet. No action was taken at this meeting

9.2 Review and Possibly Approve Reduction to ESI's Community Patrol Schedule

The Board was provided with a recap in their meeting packet. *Recap from previous meetings:* Currently, ESI patrols and provides compliance support 4 days per week (Thurs-Sun), on 10-hour shifts. The total budget for 2025 is \$75,500 (or \$32.93 annually per unit owner). ESI also locks/unlocks the Village Green Park parking lot gates every night/morning, provides support at July concerts and will provide any additional officers for miscellaneous issues when needed. Busiest days are Fridays and Saturdays during the off-season, and Fridays, Saturdays and Sundays during the Summer months. At the January meeting, the Board directed staff to obtain an alternative proposal for Sept 1 to May 1 (Fri/Sat/Sun) and May 1 to Sept 1 (Thurs/Fri/Sat/Sun). Also a change to hours of 4pm to midnight was suggested. Total annual cost with new schedule is \$61,150.00 (a reduction of approximately \$10,000/year, or \$4.36 per unit owner per year.)

Additional information from ESI is provided for the Board's review, as well as the proposals provided at the March meeting.

Motion: Director Dennis moved to approve the revised ESI community patrol schedule and corresponding proposal at a cost of \$61,150.00 per year as presented. VP Ginsburg seconded.

Discussion ensued regarding areas with the most vandalism, ebike violations, bonfires, etc.

Motion unanimously carried.

9.3 Review and Possibly Approve Elimination of Physical Mailers (except those required by statute)

The Board was provided with the following recap. *Recap:* Currently, statute allows for electronic mailing of most notices for those unit owners who have provided email addresses to the association, except for those who have opted out. Statute governing these requirements is located in NRS 116.31034 (ballots/elections), NRS 116.31068 (required notices). Most notices may be sent electronically except those outlined in NRS 116.3116-31168 inclusive. CRHA currently sends the Annual Mailer (with assessment and election information) and any revised governing documents via USPS to ensure that all members of the Association receive the information.

At the March meeting the Board was provided with cost information from Vote-Now.com Election Services for an annual mailer with election/ballot processing services via electronic means as well as hard-copy mailing. The breakdown for estimate purposes was 50/50 (email/hard-copy). After review and discussion, the Board voted to postpone the item to the May meeting to allow time for email authorization forms to be returned after the Rancher publication.

As of May 22nd, 56 forms have been received (13 of those were new authorizations, the remaining 43 were updates to existing), for a total of 1,161 email authorizations on record. This number does not significantly change the information from the previous meeting. Another solicitation for email authorization forms will be included in the next Rancher publication. It is recommended to wait until the July meeting to see if there is an increase in numbers. Also, James Claiborne with Vote-Now.com can attend virtually to answer any questions at that meeting.

Motion: VP Ginsburg moved to postpone this item to the July meeting to allow for the receipt of additional email authorization forms and to obtain more information. Secretary Ericson seconded. Motion unanimously carried.

10. New Business:

10.1 Ratify Earthquake Insurance Coverage Renewal eff. 05.01.2025

At the March Board Meeting, the Board approved the renewal of earthquake insurance coverage for the period May 1, 2025, to May 1, 2026, as facilitated by Assured Partners for a not-to-exceed cost of \$5,000.00. The actual annual cost of earthquake insurance came in at \$4,048.00. A copy of policy coverages was provided to the Board in their meeting packet.

Motion: Director Miller moved to ratify the cost of earthquake insurance for the period May 1, 2025, to May 1, 2026, in the amount of \$4,048.00. Director Bremer seconded. Motion unanimously carried.

10.2 Ratify Approval of Tree Master proposal for Urgent Tree Removals (& Sign Unanimous Consent Form)

In late March, CRHA received a letter from the City of Reno, along with an email, directing CRHA to address multiple trees that they deemed to be dead and hazardous. (One tree has already fallen and damaged a homeowner fence.) The City directed CRHA to remove and properly dispose of all hazardous and leaning trees on parcel number 009-600-59 with a deadline of April 7, 2025.

The Association's tree vendor, Don Butler with Tree Master, provided a proposal in the amount of \$14,000.00 to remove six (6) elm trees. Because of the short time frame provided by the City, the Board unanimously approved the proposal and the work was completed by the deadline date. The Unanimous Consent in Lieu of a Meeting form which will need to be signed by all Board Members at the end of today's meeting.

Motion: Director Dennis moved to ratify the approval of the proposal from Tree Master to remove six (6) elm trees in the amount of \$14,000.00. Director Bremer seconded. Motion unanimously carried.

10.3 Review & Possibly Approve New Paint Schemes for Alum Creek HOA

At the April 10, 2025, ACC meeting, the Committee reviewed and approved new paint color schemes for Alum Creek HOA. The book with the approved color schemes was circulated for the Board's review during the meeting, and the description is included in the meeting packet.

Motion: VP Ginsburg moved to approve approve the new paint color schemes for Alum Creek HOA as approved by the ACC on April 10, 2025. Director Bremer seconded. Motion unanimously carried.

10.4 Review & Possibly Approve OSHA Employee Heat Illness Prevention Plan

10.4 Review & Possibly Approve OSHA Employee Heat Illness Prevention Plan

GM Nunley reported that the plan is currently in draft form and will be sent to Bonnie Drinkwater's office (HR attorney) for review. Recommend postponing to the next meeting, or recess and reconvene this meeting.

Motion: Director Dennis moved to postpone this item to the next meeting. VP Ginsburg seconded. Motion unanimously carried.

10.5 Open and Review Sealed Bids, and Possibly Select Vendor for Tree-Trimming Project in Common Area behind Cedar Creek Ct

This item was addressed earlier in the meeting.

11. Member Comments: This time is devoted to Association Members who have comments and/or concerns regarding any association matters.

The Board has the authority to limit the time for individual comments. A time limit of two (2) minutes per member has been allotted. No member can give away his or her allotted time to expand another member's time. In consideration of other members who may wish to present comments and/or concerns, please avoid repetition.

- A homeowner expressed disappointment in the comments made about the Strategic Plan. She provided a definition of a strategic plan and stated that the resources of the Association are dollar resources; a strategic plan is important for the management of those resources. To just throw out the Strategic Plan as invaluable is disappointing. She knows that some of the Board Members have spent much time developing the plan. She expects better from the leadership of the Board.

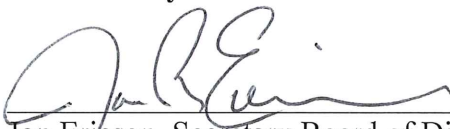
- A homeowner relayed that, in his experience, a strategic plan does take a lot of time and work. The problem sometimes is the execution of the plan. It's important to listen to the constituents.

12. Announce Future Meeting Dates & Recess/Adjourn *:

- Monday, July 21, 2025 - Board Agenda Workshop 4:00 p.m.
- Wednesday, July 23, 2025 - Board Executive Session 5:00 p.m.
- Board General Business Meeting 6:00 p.m.
- Thursday, August 21, 2025 - 2026 Budget Review Workshop with Finance & Budget Comm 4pm

Attorney Oliphant will be out of town for the July 23rd meeting but may be able to attend virtually.

Motion: VP Ginsburg moved to adjourn the meeting at 7:44p.m.; Director Bremer seconded. Motion unanimously carried.



Jon Ericson, Secretary Board of Directors
Caughlin Ranch Homeowners Association