

## Highland Ranches Property Owners Association

P.O. Box 1039, Virginia City, Nevada 89440

### Board of Trustees Meeting Minutes

February 27, 2007

Steve Dragovich - President  
Bill Bridge - Vice-President  
Maggie Hohn - Treasurer  
Angie Morran - Secretary  
Mark Green - Architectural Committee

1. Meeting called to order at 6:30 PM Association members present from sign in sheet: All Officers, Bill/Shelly Hansen, Nicole Barde, Jerry Turner, Carl Woodmansee, Bob Kershaw (invited), Sandy Tyson, Werner Hohn, Kay Dean, Sharon Dixon.

1A. Since one attendee was not a property owner and not invited he/she was asked to leave since according to By Laws meetings are only opened to property owners and invited guests.

2. Motion to approve **agenda** by Mark, Second by Steve, Passed.

3. Motion to approve **minutes** of October 2006 and January 2007 by Bill, second by Mark, Passed.

4. **Bob Kershaw** asked the Board to write a letter requesting him to ask the Commissioners to take over the repair, plowing and sign work on Cartwright Road. He stressed that we are not talking about ownership. In effect the County would be contracted by us to do the work. This would give us something for our tax dollars. The County would get assured access to the Fire Station via two routes. If an agreement is reached it would begin in the new fiscal year. The Board will place this on the March agenda. Bob also mentioned the Sommerset development.

Nothing has been decided. He advised going to the March 10 town hall meeting. He did mention that there are two other developers that may present proposals.

### 5. COMMENTS

Sandy Tyson asked if the Board had a decision on VRWPA's request. Steve reported that our attorney had no problem with the donation request so the motion passed at the January meeting will be honored.

Werner Hohn asked about the status of the complaint letters. Bill Bridge responded that he has viewed all the properties and that the Board will meet in executive session after the meeting to discuss the findings.

### 6A. COMMITTEE REPORTS

Roads reported that until yesterday very little plowing was needed. The front differential on the Ford went and was repaired. It has 110,000 miles on it. A new plow is in the budget. Some light grading has been done. He will meet with Rita Lumos and the one acre road manager to discuss the rental of their water truck which now meets street legal code. The 1/2 in recycled base is used up. 3/4 inch doesn't hold up. We are waiting for information so a contract for additional material can be drawn up. Bill has been receiving requests for culvert refunds and feels a Board member should sign off on refunds. Steve agrees. Steve will look at the culvert whose house has received a C of O. A lot being sold want their deposit back. The lot does have a violation. Angie moved that the money be refunded when the property changes hand but that the escrow company be notified of an existing violation when the property goes into escrow. Maggie seconded. Motion passed. Roads asked what the budget was. A proposal was made for \$338,000. After looking at all figures it was decided that \$215,000 was more realistic. Proposal attached.

6B. Architectural reported lot 426 submitted plans but they were incomplete so no money has been collected and plans have not been reviewed.

6C. No park report was available.

6D. No other reports.

6E. Twenty five culvert violation letters were sent out. Three more need to be sent out. Five responses have come in. No follow up until after the September deadline needs to be done.

### 7. TREASURER'S REPORT

A detailed Treasurer's report was presented (copy attached to file minutes). Bill moved to accept, Mark seconded, Passed. The Treasurer asked for guidance in the length of time to invest some Money Market CD's ready for roll over.

The Board agreed on 90 days. The Treasurer asked what the Board wanted done with 2006 properties that had not paid regular and/or special assessments. The Board agreed that the lots should go to the attorney for filing liens.

#### **8. PRESIDENT'S REPORT**

The President read a letter to us from attorney M. Gunderson regarding collection of legal fees owed to us. The board decided with a motion by Bill and a second by Mark to lien the property not foreclose or garnish. (copy of letter in file minutes). Attorney Kerns opinion on donations had already been read.

#### **9. BOARD MEMBER UPDATES**

Maggie disclosed attendance at a workshop for reserve fund study.

Angie read aloud a complaint letter and the Board's response to it and entered it in the minutes. (both letters attached to file copy of minutes)

Angie read aloud several notes received having questions about road work. It was decided to put the road work schedule on the web site so all the questions would, we hope, be answered. Bill will get the information to Angie who would give it to Lydia to be posted.

10. **NEXT MEETING** March 27, 2007

11. **ADJOURNMENT** 8:45 Board to Executive Session

#### **Synopsis of Executive Meeting**

The Board filled out signature forms for the bank. Three signatures to be required on all checks and a review of all bills (except exceptions) before signing checks.

Of the 6 lots reviewed for violations, 2 lots were found not to have problems. Three lots have containers that are too large and will receive letters. Three additional lots will receive letters. One for a trailer, one for heavy equipment on the road, and one for a too large container.