

## **EXECUTIVE BOARD OF DIRECTOR'S MEETING & ARCHITECTURAL REVIEW MEETING MINUTES**

Tuesday, August 30<sup>th</sup>, 2022 – 6:30 PM  
**Highlands Fire Station – 2610 Cartwright Road**  
**Virginia City Highlands, NV 89521**

Larry Austin – President & Roads Director - Present  
Jess Lattin – VP & Equipment Maintenance - Absent  
Summer Pellett – Treasurer - Present  
Roger Huff – Director-at-Large - Present  
Mike Tozzi – Director-at-Large - Present

Residents: Ric & Nondy Llewellyn, Dan Spadino, Vivian Pitts, Paula & Jay Patterson

- 1) Call to Order – The meeting was called to order at 6:34PM
- 2) Roll Call for the Establishment of a Quorum – A quorum was established
- 3) Public Comment – Agenda Items Only – There was no public comment
- 4) Approval of the Agenda for Tuesday, August 30<sup>th</sup>, 2022, Board of Directors Meeting\* - Summer requested that the agenda be amended to include item #5a for Board review and possible approval of the VC 100 Endurance Ride to pass through the Highland Ranches on September 17, 2022.

Summer motioned to approve. Mike seconded. Approved: unanimous. Motion carried.

- 5) Approval of the Minutes for the Tuesday, July 26<sup>th</sup>, 2022, Board of Directors Meeting\* - Summer motioned to approve. Roger seconded. Approved: unanimous. Motion carried.
- 5a) Review and possible approval of the VC 100 Endurance Ride to pass through the Highland Ranches on September 17, 2022\* - Summer motioned to approve. Mike seconded. Approved: unanimous. Motion carried.
- 6) Assign officer positions to each member of the Board of Directors\* - Summer nominated Larry Austin to be president of the HRPOA Board of Directors. Roger seconded. Approved: unanimous. Motion carried.

Summer nominated herself to be Treasurer of the HRPOA Board of Directors. Larry seconded. Approved: unanimous. Motion carried.

Summer nominated Roger to be vice-president of the HRPOA Board of Directors. Mike seconded. Approved: unanimous. Motion carried.

Summer nominated Jess to be Secretary of the HRPOA Board of Directors. Larry seconded. Approved: unanimous. Motion carried.

Summer nominated Mike to be the Director of Architecture for the HRPOA Board of Directors. Roger seconded. Approved: unanimous. Motion carried.

- 7) Treasurer's Report from Summer Pellett – The current balance on our HRPOA accounts as of 8/30/2022 is:  
Operating Checking - \$9,628.55  
Operating Savings - \$44,127.61  
Reserve Account - \$88,293.73  
Culvert Account - \$75,507.82
- 8) Director of Roads Report from President Larry Austin and request to increase the roads budget by \$10,000\* - Larry explained that a homeowner on Sheridan wanted to do their own roadwork on Sheridan Rd with the HRPOA only paying for the material. Larry explained that the Board of Directors would review their plan for approval and then inspect the work once it was completed. However, a plan was never put forth and the road needs to be improved to passable 4-wheel drive standards. Larry is requesting that his budget be increased by \$10,000 to pay for these improvements.

Summer explained that there is enough money in the budget that has not been used in other areas (bookkeeping, legal fees, etc) and that those funds can be reallocated to the roads budget. Also, Larry was able to sell the unused HRPOA equipment and that money was to be injected into the roads budget. We also receive transfer fees, late fees, etc that can be allocated to the roads this year. The HRPOA does have enough money to cover these expenses in this year's budget.

Summer motioned to approve. Roger seconded. Approved: unanimous. Motion carried.

- 9) Equipment Maintenance Report from Vice President Jess Lattin – Larry stated that the plows and mounts have been ordered. Larry will work to get the accessories for the trucks that will make them ready for plowing once the snow starts falling.

Larry also stated that he has sold all of the equipment that the HRPOA had for sale (dump truck, FWD, old plows, etc).

- 10) Approval of the next monthly Board of Director's & Architectural Review meeting date – Tuesday, September 27<sup>th</sup>, 2022\*. Summer motioned to approve. Mike seconded. Approved: unanimous. Motion carried.
- 11) Review and possible approval of the architectural submittals received by the Board prior to August 30, 2022\*

2380 Wildrose Rd – This single-family residence was previously submitted and approved but the approved plans were lost by the County. Mindy gave the newly submitted plans her approval and the Board of Directors reviewed and approved the plans. Summer motioned to approve. Mike seconded. Approved: unanimous. Motion carried.

3470 Cartwright Rd – This single-family residence was approved by Mindy Dallas and approved by the Board of Directors. Mike motioned to approve. Roger seconded. Approved: unanimous. Motion carried.

- 12) Public Comment (2 minutes per member) – Paula Patterson asked how she can update her email on file with the HRPOA. Summer had her write it down so she could add it into the accounting system.
- 13) Adjournment – The meeting was adjourned at 7:07pm.

\* Notes that the item is a possible Action item and may be voted on by the HRPOA Board of Directors. All Action items allow for public comment before action is taken by the Board. Public comment is limited to 2 minutes per member and must be related to the agenda item.