

HIGHLAND RANCHES PROPERTY OWNER'S ASSOCIATION
P.O. Box 1039, Virginia City, NV 89440

Executive Board of Director's Meeting Agenda

Tuesday, April 25, 2023 – 6:30 pm
Highlands Fire Station – 2610 Cartwright Road
Virginia City Highlands, NV 89521

Current Board of Directors

Larry Austin, President
Jess Lattin, Secretary Mike Tozzi, Director of Architecture
Roger Huff, Treasurer Kevin Singleton, Director at Large

1. Call to Order & Establishment of a Quorum

Public Comment

- 2. Public Forum – Agenda Items Only** (*Limited to 2:00 minutes per unit owner*) ***For Discussion Only***
- a. Each unit owner in attendance may address the executive board of directors. Comments made by each unit owner must be limited to items listed on this agenda pursuant to NRS 116.31083(6). Unit owners may request that the substance of their remarks or prepared written remarks be included in the minutes. Members must state their name and property number(s) along with the agenda number they are commenting on.

Previous Minutes

- 3. Reading and Approval of Previous Meeting Minutes** ***For Possible Action***
- a. **Motion to approve the summary minutes of the executive board of director's meeting(s) held on March 28, 2023. ***

Officers / Standing Committee / AdHoc Committee Reports

- 4. President's Report** ***For Discussion Only***
- a. No Report
- 5. Secretary's Report** ***For Discussion Only***
- a. No Report
- 6. Treasurer's Report** ***For Discussion Only***
- a. NVRED Training (<https://red.nv.gov>) from the State of Nevada's Ombudsman's office.
b. VCHPOA annual potluck "save the date" 08-26-2023, more information to come. All are welcome!
- 7. Architectural Report** ***For Discussion Only***
- a. New Construction @ 2240 Musket Rd
- Plans reviewed and meet the HRPOA guidelines
- 8. Roads Report** ***For Discussion Only***
- a. Sharon to present a request the board to include a roads questionnaire in the annual mailing. The questionnaire to be reviewed and approved by the board in advance of the mailing.
- 9. Special Guest Speaker(s) – Fire Chief Loncar and Fire Marshal Snelling** ***For Discussion Only***
- a. Chief Loncar and Fire Marshal Snelling have been invited by the board to share a few items relating to driveways and access with the community.

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**Executive Board of Director's Meeting Agenda
(continued)**

Unfinished Business

10. **Unfinished Business from 28-MAR-2023** *For Possible Action*
a. **Approval of the Minutes for the Tuesday, January 30, 2023 Board of Directors Meeting. The correct minutes have been verified as posted to the HRPOA website. ***

Financial Reports

11. **Quarterly Review of Financial Information** *For Discussion Only*
a. Account Balances
b. Quarterly Report

New Business

12. **Roads Advisory Group** *For Discussion Only*
a. The Highland Ranches Property Owners Association, Executive Board of Directors, would like to thank all of those who have worked to prepare the roads report presented last month. We will use this information, along with our own in-person inspection activities, to rank the roads from best to worst condition to ensure we address the worst roads at the highest priority.
13. **Annual Members Meeting** *For Discussion Only*
a. Set the date, typically a Saturday morning at 10:00am
b. Determine guest speakers, i.e. Public Servants, First Responders, and Elected Officials
c. Volunteer opportunities
14. **Resignation and Appointment**
a. **Accept the resignation of an existing board member and the appointment of a new board member ***
b. **Motion to appoint an Officer ***
15. **Review Bids / Responses to the Road Maintenance RFP** *For Possible Action*
a. Open and review bids received

Public Comment

16. **Public Forum** (*Limited to 2:00 minutes per unit owner*) *For Discussion Only*
a. Each unit owner may address the executive board. Comments made by each unit owner must be limited to matters impacting the community pursuant to NRS 116.31083(6). Unit owners may request that the substance of their remarks or prepared written remarks be included in the minutes.
17. **Adjournment**

***Denotes that the item is a possible action item and may be voted on by the HRPOA Board of Directors.**