**<u>Elkhorn Ridge Owners' Association Board of Directors Meeting</u>**

Wednesday, October 15, 2025 12 p.m.
CAMCO Office 40165 Truckee Airport Road #304
And/or video/telephone conference
Meeting URL: https://anymeeting.com/lduelrqpmlqoqp
Optional Dial-In Number: 206-331-4836
PIN: 612-4753#

**Directors Present:** Lauren Baker, Shawn Bratcher, Kevin Doiron, and Dave Gove
**Directors Absent:** Kevin McKechnie
**Others Present:** Kevin Campion, Jane Sheppard, and Kim Sperlin – CAMCO

**Call to Order**
The meeting was called to order at 12:03 p.m.

**Owner Comments**
<u>Any lot owner may address the Board on any Association related topic not included as an Agenda item below</u>
No comments were made.

**Approval of Minutes**
<u>July 9, 2025 Board of Directors meeting</u>
<u>August 28, 2025 executive session Board of Directors meeting</u>
<u>September 12, 2025 executive session Board of Directors meeting</u>
Kim reported that the Board approved dismissing the violation during the hearing held August 28, and approved engaging and signing an agreement with a third party for ARC reviews during the meeting held September 12.

Dave moved to approve all minutes as presented. Kevin seconded, and the motion carried unanimously.

**Financial Reports**
<u>Review August 2025 financials</u>
Kim presented the August financials for the Board to review.

<u>Delinquent account status</u>
The same units are delinquent, and the Board has a draft collection policy to consider later in the meeting.

**Maintenance Reports – Common Area**
<u>Monument signs</u>
Kim contacted a couple of other sign companies, but nobody has gotten back. She and the Board will try again, and possibly some others.

<u>Firewise</u>
All Firewise work has been completed.

Revenue neutrality updates
Kim reported that the Town engineer has confirmed recommending acceptance of the roads to the Town council. The item will be on the agenda for the council's November meeting.

**Architectural Review Committee**
Report
Dave Gove reported that one committee member resigned and the other member has not responded for over a month. The Board approved an agreement with a third-party person to manage all of the applications going forward and assist the committee with the reviews.

Dave also suggested some changes to the application checklist, requiring a few more details on the plans. He also suggested adding a requirement that closes out submittals if no action is taken by the applicant for a certain amount of time.

Kevin suggested a guidance document be drafted to provide to owners prior to submitting.

Appoint members
Dave moved to appoint Ben Garberson and Kelly Gove to the committee. Shawn seconded, and the motion carried unanimously. The Board may consider removal of Kelly Wood at a later time if lack of communication continues.

**Old Business**
Collection Policy – review and approve draft
Kim confirmed that Allied Trustee Services, the collection agency, could use the current policy in place. However, the Association's legal counsel advised against it. Counsel provided a draft Collection Policy for the Board to review. After discussion, Dave moved to approve the policy for comment by members. Shawn seconded, and the motion carried unanimously.

**New Business**
Rules & Regulations
The Board discussed developing Rules and Regulations to better define some ambiguous CC&R sections. To start, Shawn will investigate and try to prepare something for review.

Review and approve 2026 budget
Kim provided the Board with two budget options to consider, varying in assessments. The Board discussed ARC income and expense with the newly hired consultant. After discussion, Kevin moved to balance the ARC income and expenses on the proposed budget and keep assessments the same for 2026. Lauren second, and the motion carried unanimously.

**Set Date for Next Meeting**
The next meeting was scheduled for Tuesday, January 13, 2026 at 12 p.m. via video/telephone conference.

**Adjournment**
There being no further business the meeting was adjourned at 1:00 p.m.

**Executive Session**
No executive session was held.

Prepared by, Kimberly Sperlin – Property Manager