



OWNERS' ASSOCIATION INC.

Board of Directors Meeting

Thursday, November 6th, 10:00 A.M. Pacific Time

Minutes

1. Meeting called to order by Randy S. at 10:03AM
2. **Proof of Meeting Notice and Quorum** - Nkonye W. announced meeting notices were sent to the ownership on 10/24/2025 and 10/30/2025. Quorum established as all Board Members were present either in person or by phone:
 - a. **Board members present in person:** Randy Smith, Krista Miller, Benj Harding, Don Larson
 - b. **Board members present telephonically:** Alan Dinger, Dan Taylor
 - c. **Management present:** Nkonye Williams, Benjamin Russell, Cathy Smith
3. **Additional Agenda Item** – Randy S. made an announcement to address timed Open Owner Forum, and to add Executive Session to the end of the meeting.
4. **Open Owners' Forum** – Owners present voiced comments about the following:
 - a. Corporate event on Sable Rock Loop, and compliance
 - b. Release of draft budgets to ownership; request to delay budget approval
 - c. Previous budget surplus being applied to following year's budget, per IRS requirements.Management responded to the comments above.
5. **Consent Agenda** – Nkonye W. presented to the items in the consent agenda for Board approval. Benj H. motioned to **approve the consent agenda as presented**, second by Randy S. The motion passed unanimously as follows:
 - a. Approve Draft September 12, 2025 Board Meeting Minutes
 - b. Ratify approval of Ladder Fuel Reduction – Tree Removal Estimate
 - c. Ratify approval of Culvert Cleaning
 - d. Ratify approval of snow Removal Contracts with Rexius, Smalling, and Spring River Tree Service
6. **Discussion 2026 Reserve Study Projects** – Don L. presented and explained the purpose and content of the Reserve Study while thanking the Finance Committee for their oversight of the study provided by Schwindt. Don L. detailed total funds in the reserve account, funding models, replacement costs of all association assets at this time, large upcoming projects, and the impact of new lots to funding allocations per owner. The Board discussed being aware of potential pitfalls and how the committee monitors funding
7. **Approve 2026 Reserve Study** – *Dan T. motioned to approve the Draft 2026 Reserve Study as presented, second by Randy S. The motion passed unanimously.*

- 8. Presentation & Highlights for Discussion: 2026 Draft Budget** – Don L. presented the draft budget on behalf of the Finance Committee. Don noted first there would be a decrease in quarterly assessments by \$5/month. Don L. continued the presentation by noting overall expenses, 2025 forecasted positive variance to budget, income sources and their offsets, budget line items with expected increases, budget line items expected to remain flat, and budget line items with educated estimates. The Board discussed and commented on the draft budget and carry-forward options. *No motions made.*
- 9. Discussion: 2026 Service Contracts** – Nkonye W. presented a list of 2026 vendors for regular maintenance and operations of the community, for approval to work in 2026. The Board discussed looking into new vendors, and Nkonye W. commented on the good reputation and working relationship with the current vendors. The Management team monitors work throughout the year and will recommend other vendors based on pricing, workability, and best interest of the community. At this time the Management team does not recommend changing vendors. *No motions made.*
- 10. Approve 2026 Draft Budget** - *Dan T. motioned to approve the Draft 2026 Budget as presented, second by Krista M. The motion passed unanimously.*
- 11. Review for Approval: Irrigation Filter Replacement** – The Board was presented with an issue summary regarding the need to replace the main pump house’s irrigation filter. The Board was provided with two quotes, and discussed the details of each. *Benj. Harding motioned to approve the estimate provided by Hydrotronics for equipment and installation at \$14,629.65; second by Alan D. The motion passed unanimously.*
- 12. Update: Mountable curb indicating lanes at Trailmere Gate** – Randy S. recapped the previous discussions on the Trailmere Gate project and concluded the Board will proceed with the option to pursue installing a mountable curb as a lane indicator, and to prevent traffic crossing lanes, which frequently results in Trailmere gate damage. Management will work with vendors to upgrade the keypad at the gate and acquire a scope of work to replace wooden posts, actuators. Steve Kenney volunteered to assist. *No motions made.*
- 13. Executive Session – Discussion: Staff compensation and contract agreement** – Owners present left the meeting room and the telephonic meeting was muted as the Board moved into Executive Session at 11:33AM.

The Board returned to the main meeting at 12:19PM and announced it would create a Compensation Committee for yearly staff reviews.

- 14. Randy S. adjourned the meeting at 12:20PM**

Respectfully submitted by Nkonye Williams, Secretary