



# College Greens East Homeowners Association, Inc.

## Board of Directors Meeting Minutes

### Open Session

Wednesday October 8, 2025, by Teleconference Only.

### Regular Meeting

Called to Order at 6:30 p.m. by President Rachelle Espinoza

#### 1. Roll Call

- a. Seat 1: Shahira Ashkar (Vice President) – Absent
- b. Seat 2: Mary Wing (Treasurer) – Present
- c. Seat 3: Rachelle Espinoza (President) – Present
- d. Seat 4: Laura Nielsen – Present
- e. Seat 5: Steve Brown – Present
- f. Seat 6: Brandon Ruiz – Absent
- g. Seat 7: Barbara Ryder (Secretary) – Present

Quorum was established to conduct Association business.

#### 2. Approve Prior Meeting Minutes

- a. August 6, 2025, Open Session

All present were in favor, Minutes Approved.

#### 3. Old Business

- a. President: Rachelle explained that there have been several recent problems with Trespassers and Vandalism, including incidents that required Law Enforcement intervention. She felt it is time to get the nonfunctional security cameras replaced, which is on agenda later under new business.
- b. Treasurer: Mary stated that it has been very busy lately getting the Reserve Report completed and putting together the 2026 Budget. All the accounts are reconciled to the bank statements and all the financial reports have been sent to the Board for review.
- c. Secretary: Barbara welcomed several new members to the Association:
  - 2530 Rio Bravo - Amie and Sam Tukana
  - 2598 Rio Bravo Circle - Brett Williams
  - 9212 Falkland Way - Sharon Manich
  - 2549 Rio Bravo Circle - Sale Pending HOA Documents sent to Title Company
  - 2740 Argolis Way - Sale Pending HOA Documents sent to Title Company

The Association received an email titled: "Formal Complaint Regarding HOA Representative Conduct at Collage Greens East Park" from Amber Guerra, manager of "The Enclave on Tiber". Amber was upset that law enforcement was called to remove her boyfriend who was trespassing at Crawford's Park. Rachelle has been attempting to

contact Ms. Guerra's supervisor, Brandy Johnson, Senior Regional Manager at RPM Properties, regarding the both the complaint and Ms. Guerra's statement that she had been advising her residents they may trespass onto the association's property.

d. Committees

- (1) Election Committee: Brandon reported there is currently nothing going on but that he would like to make sure the election is held earlier next year, as had been planned for 2025.
- (2) Barn Committee: Rachelle reposted that there has been an increase in the number of renters recently.
- (3) Social Committee: Mary reported there are two upcoming events, Wine & Paint night on October 23rd and Trunk or Treat on October 30th. The social committee is purchasing some materials such as easels that have been in high demand for event. A number of social committee attendees who have had the opportunity to see Crawford's Barn have turned into barn rental customers.
- (4) Park and Landscape Committee: Barbara reported the maintenance contract was renewed under the existing terms of service for slightly less than the anticipated 5% price increase. Mary reported that volunteers who helped clean up two separate broken limbs in the park saved at least \$1,500 in emergency tree service.

4. Old Business

a. Replace Zinsco Electrical Panels, required by insurance (Barbara)

Mary had just spoken to the County Permitting Office, Ongaro & Sons (contractor) and the SMUD engineer. There will have to be changes to the current installation proposal to meet current SMUD service location regulations. Mary has a teleconference scheduled for Thursday to figure out what the path forward will be as the Ongar & Sons representative stated *"I think we stopped serving Sacramento."*

Item Remains Open.

b. Park Bench Purchase and Dedication Request - Brown Family

Steve reported that his family is still working to schedule a concrete contractor for a Saturday when the barn is not being rented.\

Item Remains Open.

c. Large Oak Tree in front of Crawford's Barn (Barbara)

Amy Beeler is confident that while the tree has suffered from the fungal infection, it is recovering and has many years of life ahead of it. She is putting together a treatment plan for the tree, consisting of a bioactive mulch, a growth regulator treatment, and crown trimming to reduce weight.

Barbara moved that the item be closed and the tree returned to normal maintenance monitoring. Steve seconded. All preset were in favor. Item Closed.

d. Architectural Control: 075-0620-064-0000, 2537 Rio Bravo Circle

Property Owner Chris Tzyka was present at the meeting to update the Board of Directors on the status, plans, and progress.

*"A. During the last quarter I have completed the following:*

- 1. I have gone through the rubble of 7 out of 10 rooms.*
  - 2. The contractor removed 2 more trailer loads of home & yard debris.*
  - 3. The contractor removed 3 trailer/truckloads of salvageable items from the garage.*
  - 4. I removed 3 SUV loads of salvageable items from both the house & garage. The garage is now 1/3 empty.*
  - 5. The contractor & I met with the draftsman to discuss a preliminary draft.*
- B. In my last update I requested a current copy of the CC& R's, but, as of yet haven't received one. I want to review it to ensure I'm in compliance with the rebuild. I'd prefer a hard copy, if one exists. I'm happy to pick it up at a designated location, if that makes it easier.*
- C. I was hoping to be much further along by now, but, my failing health & nonstop excruciating pain throughout my entire body that started 2 1/2 weeks ago has impeded the speed that I can work. But, I will be finished in a few weeks. Thank you for your patience."*

Barbara emailed a copy of the CC&Rs and also the Annual Policy Statements.

Item remains Open.

e. Reserve Projects

(1) Painting: Barn exterior including A/C Fence (Rachelle)

There has been no progress, the contractors who came to look at the project have not offered a bid.

Item remains Open.

(2) Furnishings, Tables & Chairs: clean, inspect, and replace as required (Barn Cmte)

Six replacement tables were purchased. With the barn booked every weekend lately the committee has had no opportunity to finish the furniture inspections and cleaning. Mary stated that a couple of the round tables have legs that do not stay folded when the tables are being moved.

Item remains Open.

5. New Business

a. Reserve Project: Security Cameras (Brandon)

Barbara reported the cameras are included in the reserve study for 2026 at \$7,688.

Brandon reviewed the recommended replacement system which will include:

- Replace the network backbone, which will allow remote access to and sharing of the cameras at any time.
- Camera Server.
- Network Switch.
- Storage consisting of 4 drives in a redundant system to prevent data loss.
- 8 cameras to provide full area coverage and detail including sound.
- A speaker to allow automated messages or live communication.

Cost will be \$4,800 for equipment plus wiring and installation. There will be no monthly subscription or fees as the system will be fully owned by the Association.

Barbara moved that Brandon should proceed with obtaining a fully detailed quote to include wiring and installation. Mary Seconded. All present were in favor.

Item to remain Open.

b. 2026 Operating Budget and Annual Assessment

Mary reported there have been many uncontrolled cost increases, especially a 25% increase in insurance rate in the last two years, as well as normal inflation such as the renewal of the landscape contract. The Annual Assessment for 2026 will need to be \$223 to cover operating expenses and reserve contributions; a 6.2% increase equating to \$18.50 per member per month.

Mary moved to accept the proposed budget. Steve Seconded. All present were in favor, Budget accepted as proposed with Annual Assessment set at \$223.

Mary moved to amend the Annual Policy Statements to include a \$10 re-billing fee for members who fail to pay after their assessment is 60 days delinquent. Rachelle seconded with the provision the fee should be \$20 each time the member is re-billed. All were in favor of the \$20 rebilling fee for 60-day, 90-day, 6-month, and 9-month delinquent invoices.

Item closed.

c. Association Officer Election

Barbara nominated Mary to be Treasurer. Rachelle seconded. All present were in favor. Mary Wing will continue to serve as Association Treasurer.

Mary nominated Barbara to be Secretary. Laura seconded. All present were in favor. Barbara (ne: Kyle) Ryder will continue to serve as Association Secretary.

Laura nominated Rachelle to be President. Barbara seconded. All present were in favor. Rachelle Espinoza will continue to serve as Association President.

Brandon nominated himself to be Vice President. Laura Seconded. All present were in favor. Brandon Ruiz will serve as Association Vice President.

## 6. Member Forum

The only remaining member present, Pete Spaulding, thanked the Board for its work caring for the facilities and balancing the budgets.

Pete reported that multiple association members had been on the scene of the medical helicopter crash on U.S. 50 the day prior and participated in the emergency response.

Pete reported the Save the American River organization has filed a lawsuit against the Army Corps of Engineers and asked for an injunction to prevent work which is scheduled to start in November.

Pete was personally thankful that the house at 2537 Rio Bravo Circle was moving toward resolution and rebuilding.

## 7. Subjects Not on Agenda Requiring Emergency Action

No actions.

## 8. Subjects Not on Agenda Requiring Immediate Action

No actions.

## 9. Adjourn Open Session to Executive

All Open Session business being complete, Rachelle moved to adjourn to Executive Session at 7:15 pm.

Draft Minutes submitted and posted for review: October 9, 2025.

Minutes Approved by the Board of Directors: December 10, 2025.



BARBARA RYDER  
Secretary, College Greens East HOA