College Greens East Homeowners Association, Inc.
Board of Directors Meeting Minutes

Open Session
Wednesday December 10, 2025, by Teleconference Only.

Special Meeting with limited Agenda
Called to Order at 6:30 p.m. by Vice President Brandon Ruiz

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 with audio problems
   d. Seat 4: Laura Nielsen – Absent
   e. Seat 5: Steve Brown – Present
   f. Seat 6: Brandon Ruiz – Present
   g. Seat 7: Barbara Ryder (Secretary) – Present

   Quorum was established to conduct Association business.

2. Approve Prior Meeting Minutes

   a. October 8, 2025, Open Session

      All present were in favor, Minutes Approved.

   b. October 8, 2025, Executive Session

      All present were in favor, Minutes Approved.

3. Old Business

   a. Accessory Dwelling Unit, 9117 Rio Grande (Rachelle)

      Plans and Drawings meeting the California ADU requirements had been received and disseminated to the Board members for review; a representative of the construction contractor was present to answer any questions. There was discussion of location, property setbacks, and parking, all of which were either in compliance with standards or legally prohibited reasons for denial.

      Rachelle moved that the Board of Directors, acting as the Architectural Control Come tee, approve the request. Steve Seconded the motion.

      All present were in favor - motion carried. (Item closed)

   b. Reserve Projects

      1) Security Cameras (Brandon)

         Brandon reviewed the $6,490 previously selected equipment, noting that some items availability was changing which may delay delivery and installation.

Brandon moved that the Board select AI Power Control and Network Installers to perform the wiring and camera installation. Rachelle seconded with the stipulation that the work be performed only by the contractor selected, no subbed-out.

All present were in favor - motion carried (Item remains open)

2) Electrical Panel Replacement (Barbara)

Barbara explained that the contractor selected to perform the work had failed to make progress to the design stage and was no longer responding to inquiries.

It had been discovered that there was considerable extra work to be required, either the existing utility room has to be opened to an outside door for SMUD entry and completely refinished to fire standards or the meter and main cutoff must be relocated to the exterior. Barbara had requested multiple contractors to bud on the job. Several had offered to bid without reviewing the worksite in person with only two offering proper bids after viewing the required work and consulting the SMUD engineer.

Barbara moved that the Board accept the bid from Miller Electrical, which estimated a cost of $11,000 to $12,500 if the work was approved by SMUD to proceed as proposed. If SMUD requires the entire service line to be replaced, Miller will re-bid for the revised design and only charge for the design work completed. Steve seconded the motion.

All present were in favor - motion carried (Item remains open)

4. Member Forum

No member present chose to speak.

5. Subjects Not on Agenda Requiring Emergency Action

No actions.

6. Subjects Not on Agenda Requiring Immediate Action

No actions.

7. Adjourn Open Session to Executive

All Open Session business being complete, Rachelle moved to adjourn at 6:59 pm.

Draft Minutes submitted and posted for review: December 12, 2025.

Minutes Approved by the College Greens East Board of Directors on January 14, 2026.

Barbara Ryder

BARBARA RYDER
Secretary, College Greens East HOA