



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

Open Session

Wednesday April 8, 2026, 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) – Present
- b. Seat 2: Mary Wing (Treasurer) – Present
- c. Seat 3: Rachelle Espinoza (President) – Present
- d. Seat 4: Vacant
- 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. January 28, 2026, Open Session

Rachelle Moved to approve the minutes, Barbara seconded.

All present were in favor -- Minutes Approved.

3. Appointment of New Director to fill Vacant Seat 4

Rachelle Nominated Alex Putman to fill currently vacant Seat 4, Barbara seconded.

All present were in favor -- Alex Putman was appointed to fill seat 4 for remainder of current term, i.e. until 2027.

4. Reports

- a. President: Rachelle stated there was nothing new to bring up other than items on agenda for action.
- b. Treasurer: Mary notified the Board the Association currently has \$9,000 in uncollected Assessments. She had that day submitted the three previously approved Liens to S&G Law for enforcement action to begin. The one lien initiated last year has gone unanswered so it is not moving to foreclosure. Karen Hahn CPA is working on getting the Association's Taxes done as they are due soon.
- c. Secretary: Barbara welcomed new members to the Association:
2732 Catania Circle purchased by the Lobbestaels.
2604 Rio Bravo purchased by the Navarro Family Trust.

2672 Rio Bravo is currently in escrow.

2544 Rio Bravo and 9284 Linda Rio remain on the market.

There were two items of correspondence on agenda to address, everything else had been responded to.

d. Committees

- (1) Election Committee: Brandon stated we need to set the election date and appoint the IIOE. He suggested September 9th and to again use Bellwether Election Services. The issue is on agenda for action under new business.
- (2) Barn Committee: Rachelle stated an updated Barn Operating manual is on agenda for action. She also stated there had been a violation of the barn rental agreement, use of barn furniture outdoors. No specific damage to any furniture was identified so it was addressed by withholding only \$50 from the renter's deposit.
- (3) Social Committee: Shahira thanked Naomi Putman for doing most of the work to make the easter egg hunt and pancake breakfast a success. The next upcoming event is Music Bingo on April 23rd at 6:00 p.m.
- (4) Park and Landscape Committee: Barbara stated that on March 14th a member emailed the Board about the "jeep" in the playground having missing seats and hardware. Barbara purchased a board of lumber and new bolts and repaired the "jeep". While making the repairs, Barbara noticed there were two broken sprayers in the barn perimeter. Barbara took the opportunity of the urgently needed repair to instead complete the long-planned conversion of the barn perimeter spray system to drip irrigation. She was advised by a passing association member that SMUD offers free mulch. She offered to provide her trailer for transportation and asked that anyone with a shovel and wheelbarrow who is willing to help please contact her. Alex said he would be happy to help as soon as school is out of session and he has free time.

Barbara reminded the other Board Members that she is not actually a member of the Park and Landscape Committee and has just been taking care of small projects as they come up to save the Association costs, she is not interested in managing the park and especially not interested in dealing with the maintenance contractor or anyone else by telephone. There has been a long-ongoing problem with the landscape contractor not consistently emptying the trash in the park. Barbara had spoken to the crew supervisor and learned that they can empty the trash but do not have the correct size liners for out very large trash receptables. Someone needs to contact the contractor and work out either getting the correct bags or we can get smaller cans to go in the receptacles, or something else that can be figured out as a solution so that the garbage is emptied regularly.

Brandon offered to step in to be the point of contact for U.S. Lawns to resolve the trash issue and anything else that comes up. Barbara promised to get him the contact information for the U.S. Lawns Account Manager, Tammy Murray.

5. Old Business

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

This is the second consecutive quarterly update the owner has missed. The post office has been returning mail sent to the homeowner as “unable to forward”. The owner does not answer their phone or return messages left for her and does not reply to emails sent to her.

Rachelle stated that we need to deal with this somehow. The grass and weeds have grown close to 6 feet high and besides being unsightly as they begin to dry will present a fire hazard.

Several ideas were discussed before consensus was reached to:

- (1) Encourage all concerned Association members to contact Sacramento County Code Enforcement to renew their concerns about the status of the property.
- (2) Contact the Association’s Attorney to find out what specific legal actions the Association must take to legally compel the owner to properly maintain the property and restore it to compliance with the CC&RS, Article VII, Section 1(a)(1) “Each Lot shall be used as a residence for a single family and for no other purpose...”

Item remains open.

b. Current Reserve Projects

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

Rachelle had no new bids to report, she needs to find a contractor who can provide a detailed list of repairs that must be completed before painting can begin.

Item remains open.

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

Rachelle explained that the project was half completed last year and proposed that with warm weather back the Barn Committee should schedule a work day to finish the cleaning an inspection of the rest of the tables and chairs.

Item remains open.

(3) Security Cameras (Brandon)

Brandon explained that the wiring was all installed and the four “bullet” cameras were installed at the same time. The 180 degree cameras were still unavailable and when they briefly came in sold out in less than five minutes, before he could complete a purchase.

Brandon offered that he had a source for two alternate-type slightly-used cameras at a good price. Discussion of camera types and locations led to Barbara making a motion that the Association purchase the two used camaras at \$334 total, plus two more new cameras of the alternate type, so the project can be completed. Brandon seconded the motion.

All were in favor - Association will purchase two used and two new cameras to complete the full-perimeter installation.

Item remains open.

(4) Replace Zinsco Electrical Panels, required by insurance (Barbara)

Miller Electric completed the sub-panel replacement but is still having difficulty getting SMUD approval for a main-panel replacement design.

After discussion of the exact holdup, which appears to be primarily bureaucratic but Barbara did not fully understand, Alex offered to assist with the help of two friends and former business partners who are electrical engineers and may understand what SMUD's requirements are. Barbara will provide Miller Electric's contact information.

Item remains open.

(5) Concrete Walkways (Barbara)

Barbara obtained bids for substantially identical work from David Morris Concrete for \$11,000 and from Epic Property Solutions for \$23,947. G&M Concrete failed to provide a bid prior to the meeting.

Barbara moved that the Association should Accept David Morris's bid, the motion was seconded.

All were in favor - David Morris Concrete will perform the next phase of walkway replacement.

Item remains open.

c. Park Bench Purchase and Dedication Request - Brown Family

Steve updated the board that the bench will be installed on May 10th. Barn Committee has blocked the date so there will be no conflict with rental use.

Item remains open.

6. New Business

e. (taken up out of agenda order) Anonymous Complaint about a boat in the driveway at 9241 Linda Rio Drive

In January unposted letter was left in the Association Mailbox:

"Jan. 15, 2026

To-

Homeowner's Board Members,

I have lived in College Greens east since 1977. We bought here for location and an homeowner's association to help maintain our new environment. Over the years I

have witnessed any infractions in the neighborhood (i.e. trailers, boats stored on driveways and unkept yards.)

I am writing in hopes that you will again enforce the rules that we signed up for. There has been a huge boat stored on the driveway at 9241 Linda Rio. There in no way that this has gone unnoticed!!

Please take notice of our wonderful neighborhood & see that all the rules are being followed. That is a part of everyone's yearly dues.

Sincerely,

A very concerned College Greens East homeowner."

On 6 April, 2026, the homeowner in question emailed the Board of Directors: "You guys won't have to worry about the boat at 9241 linda rio in the driveway much longer we are moving to Nevada and I'll have the boat out of there in a month or two thank you for your attention to this matter".

There followed discussion that while the issue seemed to be self-resolving there was also concern about "but what if he does not move?" Consensus was to respond to the homeowner's email that the Board of Directors thanks them for their willingness to resolve the matter satisfactorily but does reserve the right to take whatever action is required if it had not been remedied prior to the next Meeting, i.e. July 8, 2026.

Item remains open.

a. Establish 2026 Election Date and Appoint Independent Inspector of Elections

Brandon moved that the 2026 election date be set as September 18, 2026, Mary seconded.

All were in favor - the 2026 Election date will be September 18, 2026.

Brandon moved that Bellwether Election Services be appointed as the Independent Inspector of Elections as they have been the prior two years, Alex seconded.

All were in favor - the 2025 IIOE will be Bellwether election Services.

Item closed.

b. Updated Crawford's Barn Operating Manual

Rachelle explained that after the rental agreement violation, the Barn Committee reviewed the operating manual to ensure everything was properly covered. The specific infraction was found to have been clearly stated in several places, however, there were some other minor updates to procedures required.

Additionally, an examination of barn finances showed that after reducing the barn rental rate to \$300 two years ago the income has not been fully covering rental expenses. Much of the shortfall is due to rentals averaging 16 per year vs. 24 budgeted so there were fewer to contribute towards fixe costs plus SMUD increased commercial rates. Overall rental expenses have been \$344 per event.

so the committee recommends returning the rate to \$350 per one day event. The Barn Committee reviewed the Operating Manual and made some other updates to procedures.

Rachell moved the Board approve the updated operating procedures and return the rental rate to \$350, Barbara seconded

All were in favor -- Updated Barn Operating Procedures were adopted and rental rate was returned to \$350 for a one-day event.

Item closed.

c. Sacramento County Sheriff Camera Sharing Program

Rachelle explained the Sacramento County Sheriff has a program that registers and/or connects to home and business security camera systems to assist law enforcement. The program has two options:

(1) Registration, which is free but only informs law enforcement of the existence and location of cameras without providing access.

(2) Integration, which costs \$200 and provides law enforcement with direct real-time access during response.

Barbara asked if there was any additional equipment required for integration. Rachelle and Brandon both stated they did not believe so, it was just providing an IP address to the Sheriff's office for access.

Rachelle moved to have the Association's camera system integrated with the Sacramento County Sheriff Camera Sharing Program, Mary seconded.

All were in favor - Association will integrate the camera system.

Item Closed.

d. "Junk Day" on Tiber Drive

Realtor Jaimie Beker had organized a "community junk day" to take place on Tiber Drive in front of Crawford's Park. Jaimie had contacted the Association and been advised that while the Association does not control the public street and therefore cannot say "no" the Association did not wish to be involved in or support the event and advised Ms. Becker to contact the County before proceeding.

On the day of the event many people showed up well before start time and deposited large quantities of junk not on the street as proposed but instead in Crawford's Park. At start time the volume was already greater than had been contracted for removal, eventually reaching three trailer loads to remove when only one had been expected.

After discussion it was determined that no further action was required as it was not likely to recur. The Board of Directors does wish to emphasize to the membership that this was not a CGEHOA sponsored nor authorized event.

Item closed.

7. Member Forum

Pete Spalding informed the Board that he had been advised PG&E will be replacing gas lines in the area and asked if anyone had any information about this.

Alex explained that the lines on Catania had been recently completed. It is due to deterioration of older-style fittings that are no longer up to code. The work runs all the way to the meters on each home but is primarily underground and done without extensive trenching.

8. Subjects Not on Agenda Requiring Emergency Action

None.

9. Subjects Not on Agenda Requiring Immediate Action

None.

10. Adjourn Meeting

All Open Session business being complete, Rachelle moved to adjourn to Executive Session at 7:28 pm.

Draft Minutes submitted and posted for review: April 9, 2026.

Minutes Approved by the College Greens East Board of Directors on July 8, 2026.

A handwritten signature in black ink, appearing to read 'Barbara Ryder', with a long horizontal flourish extending to the right.

BARBARA RYDER
Secretary, College Greens East HOA