

# CLARIDGE POINTE HOMEOWNERS' ASSOCIATION

## Board of Directors Meeting Minutes

October 10, 2023

### **Board Members Present**

Harry Tolles- President / Treasurer  
Sue Durst- Secretary  
Linda Proulx- Director  
Brent West- Director

### **Management**

Kara Kite  
Community Association Manager  
Western Nevada Management, Inc.

### **Homeowners Present**

None

### **Board Absent**

### **Call to Order/Determination of Quorum**

President, Harry Tolles called the meeting to order at 6:11 p.m. on October 10<sup>th</sup>, 2023. With three (3) of the four (4) Board Members in attendance, a quorum was established. The meeting was held via Zoom Video Conference which was hosted from the Offices of Western Nevada Management, Inc., located at 255 W. Peckham Lane, Suite 2, Reno, NV 89509.

### **Homeowner Comments/Open Forum**

None at this time

### **Minutes**

The Board reviewed the minutes from August 22, 2023.

**MOTION: H. Tolles moved to approve the August 22, 2023. B. West seconded the motion, which carried unanimously.**

### **Financial Statements**

#### **a.) Review & Accept the August 2023 and September 2023, Unaudited Financial Statements**

The board reviewed the August 2023 & September 2023 unaudited financial statements. As of September 30, 2023, there was a total of \$11,680.18 in the operating account. A total of \$490,136.26 in the reserve account (including two CD accounts.) There is a total of \$11,649.10 in accounts receivable.

**MOTION: H. Tolles moved to accept the August 2023 & September 2023 unaudited financial statements. S. Durst seconded the motion, which carried unanimously.**

### **Old Business**

#### **a.) Update on Sewer Line in North Claridge Point**

There was another sewer line overflow in North Claridge Pointe Parkway. The City of Reno was out and met with management. Management contacted Jet Plumbing to repair, however, the sewer lines were 25 feet below the asphalt and were unable to make repair due to the depth. Management contracted with Q&D and they were able to camera the line and hydro flush completely. Empire Restoration did the cleanup of the sewer material on the street. The City of Reno fined Claridge Pointe \$250 for the incident. H. Tolles recommended sending a notice to all residents regarding the importance of not flushing anything besides toilet paper to avoid this issue in the future.

**NO MOTION MADE at this time.**

### **New Business**

#### **a.) Annual Review of Reserve Study**

**MOTION: H. Tolles motioned to approve the review of the updated reserve study. S. Durst seconded the motion, which was carried unanimously.**

#### **b.) Adoption of 2024 operating and reserve budgets**

The board previously drafted the 2024 operating and reserve budgets. The 2024 budget has a \$15.00/month increase to \$130.00/month.

**MOTION: H. Tolles made a motion to approve the 2024 operating and reserve budget. S. Durst seconded the motion, which was carried unanimously.**

**c.) Approval of Snow Removal Contract**

Reno Rock Transport submitted the 2023-2024 snow removal rates for a 4” trigger point. H. Tolles stated the only change will be adding the mailbox area and gate area to have snow melt and shoveling done.

**MOTION: H. Tolles motioned to approve the 2023-2024 snow removal contract submitted by Reno Rock Transport. B. West seconded the motion, which was carried unanimously.**

**d.) Review and approve tree trimming proposal**

**NO MOTION MADE at this time**

**Homeowner Comments**

None at this time

**Items for next agenda**

The next meeting, annual meeting, and board ratification meeting is scheduled for 11/27/2023 at 6:00 p.m.

**Adjournment**

With no further business to conduct, H. Tolles adjourned the meeting at 6:27 p.m.

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Kara Kite  
Recording Secretary  
Community Association Manager  
Western Nevada Management, Inc.

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Attested to by Sue Durst, Secretary  
Claridge Pointe Homeowners Association