

SIERRA HIGHLANDS COMMUNITY ASSOCIATION
REGULAR MEETING OF THE BOARD OF DIRECTORS
July 28, 2022

MINUTES

NOTICE OF MEETING:

Upon due notice given and received, a Regular Session Meeting of the Board of Directors of Sierra Highlands Community Association was held on July 28, 2022 at the offices of Avalon Management, 3618 Ocean Ranch Blvd, Oceanside, Ca 92056 via zoom.

ATTENDANCE:

Directors Present: Michael McSherry, President
 Tim Brewer, Secretary
 Ana Maria Goodemote, Director at Large

Directors Absent : Juniper Sykes, Vice President

Others Present: Kierstin Avalos, CMCA, representing Avalon Management.

CALL TO ORDER:

The meeting was called to order at 6:04 p.m.

HOMEOWNER FORUM:

Time was set aside for homeowners to comment during the open forum. Five homeowners were present.

EXECUTIVE SESSION DISCLOSURE:

At the prior executive session meeting held on May 19, 2022 the Board discussed legal matters, collections, violations and homeowner requests.

MINUTES:

Upon a motion duly made by Tim Brewer, seconded by Mike McSherry and unanimously carried, the Board approved the minutes from the May 19, 2022 meeting, as submitted.

FINANCIAL REPORT:

Upon a motion duly made by Mike McSherry, seconded by Ani Goodemote and unanimously carried, the Board accepted the May and June 2022 financials and Civil Code 5502, subject to year-end CPA review.

June 2022 Financial Statements:

The following is the breakdown of the Financials:

Operating Balance:	\$ 77,934.74
Reserve Balance:	\$ 384,383.85
Receivables:	\$ 4,414.01
Total Assets:	\$ 471,728.87

Civil Code 5502 – Approval of Transfers: Civil Code 5502 requires Board approval of transfers greater than \$10,000.00 or 5% of the combined total of the operating and reserve account deposits, whichever is lower.

Purpose	Vendor	Amount
Landscape Maintenance	Park West	\$15,292

Landscape Extras	Park West Arbor Care	\$20,400
------------------	----------------------	----------

NEW BUSINESS:

Developer/ PHR: The Board reviewed the request from the developer, TriPointe, to release the Phase 7 Assessment Bond.

Upon a motion duly made by Mike McSherry, seconded by Ani Goodemote and unanimously carried; the Board approved the release of the following bonds:

1. Phase 7 Assessment Bond #PB03010407716- \$6,020

Water Meter: in prior meetings a water meter invoice (Acct. 620000226532) was discussed by the Board. The Board was pending confirmation of the meter and if it was the HOA's meter or the Developer's. Confirmation by the Developer and Park West was made that it was the HOA's meter and the HOA should pay the invoice. Upon a motion duly made by Mike McSherry, seconded by Ani Goodemote and unanimously carried; the Board approved to pay the water meter invoice.

Draft Reserve Study: The Board tabled this agenda item pending the draft budget.

Contech Vault Proposal: Upon a motion duly made by Tim Brewer, seconded by Mike McSherry and unanimously carried; the Board approved the proposal for replacements of the cartridges in the Contech vault in the amount of \$4,617 to be paid from the Operating Account.

Membership Correspondence: Board discussion only, no action was taken.

COMMITTEE REPORTS:

Landscape Committee: The Board reviewed the report from Park West. No action was taken.

1. Landscape Proposals: The Board reviewed the proposals provided by Park West for the removal of old, dead, or dying plants and replacement of plants thereof. The Board tabled all proposals except the following:

Proposal Number	Location	Scope	Cost
93425	Quail/Marguerite	Add plant material to bare spots Red Yucca, Dwarf Westringia, mulch	\$1,575
96909	13585 Sunflower Crest	Add 2 Rhapsiolepis	\$70
96908	6163 Quail Run	Add concrete to corners in alley behind unit	\$2,440
96913	Silverbush/Marguerite	Adding 2 Valves	\$2,958
90914	Quail/Golden Cypress	Remove Carolina Cherries and Rosemary and replace with Privits, Westringia, and	\$7,520

		Yucca	
93922	Across from 6347 Silverbush	Remove Carolina Cherries and Rosemary and replace with Privits and Red Yucca	\$3,650
94565	Bolero	Remove Senecio and replace with Green Carpet Carissa	\$4,255

Upon a motion duly made by Mike McSherry, seconded by Tim Brewer and unanimously carried; the Board approved the proposals from Park West to be paid from the Reserve Account.

Architectural Log: The Board reviewed the Architectural Log. No action was taken.

DATE OF NEXT MEETING:

The next Regular Session meeting will be September 15, 2022.

ADJOURNMENT:

There being no further business to come before the Board at this time, the meeting was adjourned at 6:50 p.m.

ATTEST: _____ **DATE:** _____