

Sierra Highlands Ranch Property Owners Association
Minutes of the Meeting of the Board of Directors
March 17, 2025
6:00 pm - 8:00 pm

Board Members Present (via Google Meet):

Wesley Johnson, President
Scott "Piper" Sowka, Vice President
Kristi Sharp, Secretary
Jada Allen, Director
Kathryn Reyes, Treasurer

The open meeting of the Board of Directors of Sierra Highlands Ranch Property Owners Association was called to order at 6:15 PM on March 17, at Sierra Highlands Ranch by Wesley Johnson, President.

I. Approval of Agenda

The agenda for the meeting was distributed and unanimously approved prior to and confirmed during the meeting.

II. Review of Previous Minutes

The minutes for the January 16, 2025, meeting had been previously distributed, confirmed prior to and again during the meeting.

III. Reports

1. Treasurer's Report -

a. Kathryn reported that as of the end of February, there is \$99,000 in reserve funds, \$139,330 in operating expenses, and \$36,143 has been spent on operating expenses. She reported that \$27,000 had been collected in assessment dues.

2. Road Report -

a. Pearce Invoice – There was a communication breakdown between Kent Pearce and RealManage regarding the procedure for submitting his invoice and getting approval from the board for payment. Kent is going to send the invoice to the board for approval for RealManage to pay the invoice.

1. Piper noted that Rossana (Duendas) has replaced Sheryl Johnson as the new Community Manager for the POA and is working with the board to get things caught up.

3. Well Report –

a. Due to the weather, the well had just been tested the day before the meeting (March 16th). Based on the preliminary results, there have been no changes. Piper will provide

Kristi with the complete results to be uploaded to the SHRAZ website after the coliform test results are ready (72 hours).

4. Committee Reports -

- a. Road Grant – Ken Yeagar
 1. Ken was not present to provide an update.
- b. Adjudication - Piper noted that there has been no involvement with the committee members that initially volunteered to participate.
 - a. Piper made the motion to dissolve the committee, and the board unanimously approved the motion.

V. Interim Business

1. Update on BOI -
 - a. Wes and Piper noted that this is no longer an enforceable law against domestic companies or an issue for the board. Since the new Trump administration halted the mandate indefinitely, this issue will not be on the next agenda.
2. Redacted Report on Arrears Matters – Piper Sowka
 - a. The board has been in contact with a few property owners who are attempting to or have paid their past-due assessment fees. Currently, the amount due in arrears is approximately \$35, 000 \$40,000. The board (Piper and Kristi) has worked with BMP this past month and has been able to collect about \$3000 of that debt. Policy on Old Fee Forgiveness –
 - i. Piper reported that several property owner accounts have generated hundreds of dollars in additional late and lien assessment fees, which in some cases are higher than the actual assessment fees. This has created hardships for the owners. The board met a few weeks ago to discuss the issue and unanimously voted to assess each account on a case-by-case basis.
 - ii. Property owners need to submit a request to the board for review. If they agree to pay their past-due assessment fees, the board will consider approving the forgiveness of the additional late and lien fees.

VI. Ongoing Business

1. Annual Meeting, Updates and Planning -
 - a. Wesley reported that Kristi made reservations at St Johns City Park to hold the meeting.
 - b. Piper noted that he was waiting until we got closer to the meeting date to plan the menu and collect donations. He will begin that very soon.
 - c. He also reminded the members that at the last meeting the board unanimously voted to cover the expenses for the venue and ask those members who plan to attend to bring or donate for refreshments.
2. Mailers – Piper Sowka
 - a. Piper noted that RealManage initially stated that they were going to send the

mailer with the candidate forms out on the 17th, which was unacceptable. They then agreed to send them out on the 10th. He was unclear as to whether they were sent out.

- i. The board had edited and submitted the letter for the mailer before the deadline requested by RealManage.
- ii. By law, the board is required to send ballots with the candidate's names to the owners 30 days before the election.
- iii. RealManage had assigned Rossana Duenas the new Community Manager for the POA, during this time. However, the previous Community Manger failed to provide Rossana with any information about the mailer during the transition.
- iv. Piper will contact RealManage tomorrow to get clarification about what happened.

VII. New Business

3. Spring Road Plans, Initial Discussion - Piper Sowka

- a. Piper noted that some property owners have expressed concerns about some washboards developing on the road from the north entrance into the ranch. He proposed that Rick Pearce come back through and touch up the main road in that location.
 - i. Kathryn asked about laying lye on the roads. Piper replied that the material she referenced was expensive and would not address the washboard issues.
 - ii. Jada asked for clarification as to whether the concerns were in Bonita Valley or Sierra Highlands Ranch. Piper requested that anyone who uses that entrance provide him with that information.
 - iii. Katheryn asked if it was possible to contact Bonita Valley Ranch to work with us to repair that portion of the road. Piper replied that he believed Rick Pearce works for Bonita Valley as well and that it would just be a matter of having him repair that portion of the road for both ranches.

VIII. Closing

4. Instructions for Paying Assessment Fees – Jada Allen

- a. Jada reported that property owners stated in the January board meeting that they were having difficulty paying their dues. She had offered to create a form with instructions on how to pay for them. She has just recently located the instructions and will do a mass email and post on Facebook.

The next meeting will be held at 2:00 PM on May 17th, at:
St Johns City Park (and accessible via Google Meet)
275 W. 2nd Street S
St Johns, AZ 85936

The meeting was adjourned at 6:PM by Wesley Johnson, President.

Minutes submitted by: Kristi Sharp, Secretary