

**Sierra Highlands Ranch
Board Meeting Minutes- Approved
October 5, 2023 - 5:00pm -Meeting via Zoom**

John Heltzel- President- Called meeting to order at 5:15pm.

Board Member Quorum was established.

11 owners also present on the call- Please remember to change your screen name from your phone number to your name.

Introduction of Board Members:

John Heltzel- President, Pablo Pacheco- Vice President, Brandy Markland- Secretary and Treasurer, Jared Kaplan- MAL.

Actions without a Meeting-

- Gravel at the well after grading was approved.
- May minutes were approved.
- Letter to owners regarding complaints received and rules reminder was approved.
- Letter to owners regarding the road maintenance update was approved.
- Triple R estimate for road repair work was approved.
- Approved additional drainage work around new culverts.
- Approved Surveyor and sub contractor to mark and stake missing property pins on road.
- Letter to owners requesting input was approved.
- Approved well caps to be repaired.
- POA Insurance was renewed in September.

Treasurers Report- Treasurer summarized the August 2023 financial reports, which may be viewed by owners on the owner's portal with Sentry.

As of August 2023:

- Operating Balance- 30k, Maintenance Reserves: 170k, prior year Surplus of 95K to be used for road repairs. Delinquencies down another 3k from last month.
- Treasurer motioned to approve a reserve transfer for road and drainage improvements of \$51,199.16. All board members approved.
- Motion called by Treasurer to accept the 2023 tax and audit engagement from the POAs CPA. All approved.
- Treasurer is in process with management developing the 2024 budget. No increase to the annual assessments is expected.

Old Business- Roads

- President summarized the completed road work and the upcoming improvements that are in process of being planned. Material and additional drainage work is in the bidding process for three more key areas. Board is in contact with owner adjacent to the wash by the bus for inspecting area for long term solutions. The board also contacted Bonito Valley Ranch about a repair that was needed. That has been repaired, but we have also inquired as to when they plan

on grading that section in from the highway. The agreement requires both BVR and SHR to each grade that section once per year, and we are trying to coordinate those efforts.

- Convenience Well Maintenance- Board approved having the caps repaired however discussion is ongoing regarding the need for caps at all.
- Locking well access: Most owners present were in support of re-establishing the locking of the gate. Tabled for more owner input.
- Communication- Owners should contact the Board directly by going to www.shraz.us and using the "contact us" function or email the board directly at sierrahighlandsboard@gmail.com.
- Please be reminded to update mailing addresses and email addresses with Sentry Management. In an attempt to reduce the cost of mailings and postage, the more email addresses we have the better it is budget-wise for communications.
- Community Event Planning- Only a couple of folks have volunteered to assist. Suggestions received that it should be organized in the ranch, maybe on state trust land. Tom Smart offered to scope out the one parcel of trust land that might be accessible. It was also suggested we hold off until after school is out and hold the event in June.
- Upcoming meeting dates- January 4, 2024 at 5pm via Zoom and also the upcoming Annual meeting has been scheduled for February 13, 2024.
- Declaration (CC&R's) Discussion- Discussion is ongoing regarding the requirement of upholding the rules included in the CC&R's. Many owners present on the call were in support, and the most recent types of property owner concerns were also discussed. The Board of Directors and the POA have a duty to uphold the recorded documents. Motion was made for the board to consider engaging legal counsel to provide guidance on enforcing the CC&R's. All board members were in favor. These documents are recorded with Apache County, and attached to every land purchase, regardless if an owner is aware or does not recall reading them. All parcels in Serra Highlands Ranch are subject to those covenants. Hunting and use of firearms was discussed. Both are disallowed within the ranch per those covenants. Safety within an area in which people reside and noise disturbance concerns are the factors that were considered when these documents were developed and recorded.

Homeowner Forum- No official owner forum was held, as the board opened up discussion on several topics for owner input throughout the meeting. Thank you to everyone who was in attendance and for the valuable comments and suggestions!

Next Meeting: January 4, 2024 at 5pm via Zoom

Mark your calendars for the upcoming Annual Meeting! February 13, 2024. If interested in serving on the board, please expect to receive the information sometime in December.

Adjourned at 6:22pm.

Respectfully Submitted by: Brandy Markland- Secretary for Sierra Highlands Ranch