

**Sierra Hills Road Association General Meeting Minutes –DRAFT**  
**May 23, 2024**

**Call to Order** – President Dave Molina called the meeting to order at 7:07 pm

**Establish Quorum** – There were 16 members in attendance. Don reported a total of 19 property owners in good standing were either present or represented by proxy of 27 property owners paid. A quorum was established as more than 51% of the property owners in good standing were present or represented by proxy.

**Minutes of last General Meeting** – Ida Arne moved that the General Meeting minutes of October 26 ,2023 be approved as sent out. The motion was seconded and carried.

**Treasurer’s Report** - Don McAllister

- a. Current balance is \$78,209, Projected balance in May 2024 is \$81-82K (after May dues are collected).
- b. Unpaid dues - \$1750 in October unpaid dues – 6-7 owners not paid up.
- c. Checkbook expenses 2024 – Weed abatement costs were raised about 10%. The first pass was accomplished last month - \$500, and second pass will be done next month - \$250. A padlock was purchased for the Firegate for \$30. Higgins Lion s rental for meeting will be \$75. No other expenses noted.
- d. May 2024 Statements were sent via email on April 18 by Don and by mail for those without email or have unopened email.
- e. Projected balance for chip/seal by October -- \$81,000-\$84,000 if everyone pays their dues. If we are short of funds, we may be asked to pre-pay future dues payments.
- f. Delinquent dues procedure:
  - i. Dues statements sent 30 days prior to General Meeting (May, Oct.)
  - ii. Unpaid dues will be sent a Late Dues statement 15 days after the meeting.
  - iii. Follow-up phone call 30 days after meeting from Treasurer.
  - iv. Follow-up by mailed letter from the Board with information about lien procedure once the lien threshold is reached: two unpaid dues statements, currently \$700.
  - v. Once the lien threshold is exceeded, the lien procedure is initiated with interest. The interest rate is unknown. Don will check on previous liens to determine the rate,
- g. Long range 2022-2029 planning – Dave has asked Don to update numbers in Excel and then add them to Sierra Hills Road Association OneDrive. The OneDrive app is for board member access only. Don and Garrett will work on building our SHRMA website that is open to all members.

5. Maintenance Committee Report- Dave Koerber

- a. Presentation of Chip/Seal bids – Dave K sent two bids to the board via email to review prior to the meeting– one from Triton and one from VSS. Triton had the lowest bid. Dave K estimates that it will be \$80,000 for both asphalt repairs and chip seal. The board voted to recommend acceptance of Triton s bid as submitted on March 26,2024 with a total contract not to exceed \$85,000. Paul Musser made a motion to concur with the board and accept Triton’s bid with a total contract cost not to exceed \$85,000. The motion was seconded and carried unanimously. The asphalt dig outs will be determined in August with a start date of the contracted road work in September. There will be no workday this year. The projected costs above \$81,000 will be collected in October prior to the last payment due.
- b. The repair costs of the section of the road from the mailboxes to Magnolia will be divided proportionately with the Rancho Road S. homeowners. Past history has shown that a substantial number do not pay their share. Because Rancho has no bylaws requiring payment of road costs, we have no means to collect from non-payers. Fortunately, a small majority of the Rancho owners have paid in the past. Once the work has been completed, Dave K. will calculate the amount due per owner of the Rancho homeowners and Don will send each a statement.
- c. Dave K. said that owners who may want Triton to separately contract repairs for their own driveways should contact Triton individually.

6. Bylaws Update - Chris Boykin – The amended Road Association Agreement was recorded on October 5, 2023. She sent a copy to the Board members. Don will put it on the website and Garrett will put it in OneDrive.

7. Feb. 25th Neighbors Social 2-5 pm. This event was very successful, and everyone had a good time talking with their neighbors about their hobbies. Thanks to all who made this day possible – the planning committee of Sally and Terry McDaniel, Audrey McIntosh, Dave Molina, the McAllisters, Rayna Hess, Kelli Nahas, and Jany Dalstra.

New Business

1. Terry McDaniel had an idea for a Cake Auction at the Lion s Club to raise money to augment our road association expenses. He mentioned he attended one at a Baptist church in Grass Valley and they raised thousands of dollars. Terry will look into it.

2. Website - Action item – Don created the website: [SierraHillsRMA.org](http://SierraHillsRMA.org). Don will be adding more information into it. Garrett Nahas volunteered to help with this.
3. Firegate Update – Someone took off the SHRMA lock at the fire gate. Dave M put another lock on it and 9594 is the combination code – the first four numbers of our zip code. He also changed the combination on the bolt cutter lock box to the same number - 9594. Dave will send this information out and reminded everyone to keep this information in your car or phone.
4. Dave M mentioned concerns about neighbors using our email group for soliciting purposes. Dave will mention this at the general meeting that the email group is for road association and fire/safety information only.

Meeting closed at 8:10 by Dave Molina

Respectfully submitted,

Jane Huiskens, Secretary Pro Tem

#### **Firewise Update – Audrey McIntosh**

1. The \$3600 Microgrant awarded to Sierra Hills Firewise Community was used to improve fire safety in our community, specifically to trim up overhanging trees on Rancho Way S. The work was completed in May.
2. Recommend keeping the firegate lock gate code in our cars and phones.
3. If requested, someone will come to your property and evaluate it for fire safety.
4. Be sure to keep track of work done and send the volunteer work hour sheets to Audrey. She emailed a copy to everyone and will post a blank one on the website.
5. Per Fire code regulations, be sure to keep the 10 ft shoulder area between the road and your property a minimum 6 inches high and trees trimmed to a height of 15 feet.