**SUNSET HEIGHTS MEETING MINUTES**

**May 22, 2022**

**Meeting called to order** @ 6:12pm

**Roll Call:** Board Members: Vanessa, Tim, Donna, Tara, Sean voted by proxy; **Public**: Ron Kosage, Chuck Lowrie

**Vote to Approve March 6, 2022 Minutes**: Tara moves, Donna seconds, Unanimous vote

**Vote to Approve May 22, 2022 Agenda**: Tim moves, Donna seconds, Unanimous vote

**Public Comments**: Ron noted that 13838 Bowman is for sale and the realtor should be notified of the road assessment and the oak seedlings along the roadside need to be removed. Chuck noted that the free chipping service flyer that he received in a utility bill could be a benefit to the community. Tara mentioned that CYA Boys has helped in the past. Tim said Amador Resource Conservation District has a service that comes to an individual’s home if they choose to call for the service.

**Review Quotes for Insurance:**

Manassero: General Liability covers $2 million/Directors & Officers covers $1 million each; Total $2339.50

HomeRun Insurance: Offered to acquire Manassero’s policies

Matich Vukovich: General Liability covers $2 million/would assume Manassero’s D&O policy; Total $2520.31

SDRMA Insurance (Through CSDA): General Liability covers $2.5 million/ D&O covers $500k; Total $3150.56 with a 3 year commitment without quote for future year costs.

**Vote on Insurance**: Tara moves we select Manaserro Insurance, Sean Seconds by proxy, unanimous vote.

**Discuss Acquiring Roadside Maintenance**: Vanessa proposes we use $2000 of the $2500 allotted to Roadside Maintenance for acquiring a licensed and insured company to clean gutters, culverts, drains and trimming branches twice a year in spring and fall as opposed to relying on volunteers. This provided reliable and dependable maintenance with less liability to the CSD.

**Vote on Roadside Maintenance**: Tim motions to approve, Donna Seconds, unanimous vote

**Review 2022-2023 Budget**: Vanessa read the proposed budget line by line and compared it to the two previous years, pointing out where savings and increases were occurring. Proposed Road Projects are clearing the brush along Lynn Way and a slurry seal.

**Vote to Approve 2022-2023 Budget**: Tim moves, Tara Seconds, unanimous vote.

**Review of Assessment Letter**: Vanessa reviewed the assessment letter with the board. Chuck asked to add a sentence about how the assessment is calculated and the community’s website address.

**Vote on 2022-2023 Assessment Letters**: Tim Moves, Tara Seconds, unanimous vote.

**Adjournment** @ 7:01pm