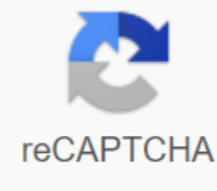




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## High sierra management hoa 2019 statement

Your options for paying assessments are: (1) by dealing with coupon posted to the bank processing center noted on your state or coupon, (2) online using your control account at no cost, (3) online through credit card, including a convenience fee charged by the bank or (4) by setting up online recurring payments using your control account at no charge. Before you click on the link below to start with your online payment, you will need some information included on your invoice coupon that we sent you for the annual assessment. Below is a screenshot of where to find the account codes you need. If you do not have your payment coupon, contact management and we will be glad to provide you with the necessary information! Please click on the link below to be transferred to the secure online payment page to utilize these convenient services. Please also note that you will need specific information from your payment coupon to process an online payment. If you do not have a copy of your payment coupon, please contact management to obtain the information necessary before visiting the payment page. **CLICK HERE TO MAKE A PAYMENT!** If you have any questions regarding the login or any payment-related questions, please contact our Accounting Section Accounting@HighSierraManagement.com. Sherri Carey, CMCA, AMS, PCAM - President (Partner) Sherri is a native Texan and has been in the Greater Houston area for 20+ years with her husband and two sons. She holds a degree in Journalism, has been in the management industry for 18+ years and started High Sierra Management in 2007. Sherri earned one of the highest designations in her field from the national organization of Community Associations Institute (CAI), which is the Professional Community Association Manager (PCAM). She also has the Association Management Specialist (AMS) and Certified Manager of Community Associations (CMCA) designations. These designations are obtained through many years of service and continued education by local and national industry organizations. Sherri is also involved in numerous education-related committees in the industry and was received by Houston Educator of the Year of the Greater Houston Chapter of CAI (GHC-CAI) in 2003. She was also an editor of the GHC-CAI Facets Bi-Monthly magazine for 5 years, currently lying her second year on the GHC-CAI Executive Board of Governors, earning the CAI Houston Chapter President's Star Award in 2009, is an active member of the Houston Livestock Show and Rodeo's Ladies Go Texan Committee and is involved in various charities. William R. Peterson, Secretary (partner) bill is a Colorado native and has been living in the Denver area for more than 45 years. He is a graduate of Purdue University and has a degree in Industrial Management. Bill has been a member of the Community Associations Institute (CAI) since 1972 and was one of the Board of directors of the Rocky Mountain chapter. He joined various national and presented the national PCAM case study in 1996. Bill received the Association Management Specialist (AMS) and Certified Manager of Community Associations (CMCA) and various related awards over the past 20 years. His additional professional licenses and certificates include real estate, Multi-Lines Insurance, Life, Accident and Health Insurance and he has a Professional Golf Association (PGA) Card. Bill formed Colorado Management & Associates in 1982. Our homeowners association Website software by AssociationVoice was created to bring convenience, savings, accessibility for information, and management efficiency to community associations, their professional managers and staff, their board of directors, committees, volunteers and their residents. The service is designed to easily use, easy to work, and to provide extensive search capabilities. Management Office: The Management Office service online is to provide you with more comfort and an office that never closes. You can fill in service requests, architectural edit requests, check your account balance, make facility bookings, and much more. You can even pay your due and fees online when and from where you want. For more information about the Management Office service or to now visit the online office, click Management Office. Resource centerSM: The Resource Center provides a safe, easy to organize, centralized location for important association documents such as attached and by-laws, architectural guidelines, board and committee meeting minutes, newsletters, and more. Your association information is in one place, online and available 24 hours a day, 7 days a week. Make sure to use the search capabilities to help you easily find exactly what you're looking for – no longer by waiting documents when it's online and easy to find. Click Resource Center to visit the online association resource center now. Email notification: This service makes extensive use of emails to expand the reach and timeliness of your community information. In other words, we will use emails to bring important information to you, such as multimedia newsletters, urgent notifications and friendly reminders about upcoming events. If you haven't signed up yet and want to help save your association fee by reducing the cost of printing and postage, log on and go to My Profile and update your contact preferences. Search Assistant SM: The Search Assistant helps you easily find exactly what you're looking for – fast. Simply enter a keyword or phrase and the Search Assistant will hunt through the entire association archives and resources, bring the answers directly to your fingertips. Click Search when you need a helping hand. News & Views: Find the latest scoop on community announcements. Instead of waiting for the newsletter, click Newsletter for up-to-date news and if you wish to submit an article for consideration or wish to write a letter to the editor, click Management Office. Calendar: Find out immediately what's happening in the community with your online community calendar. Whether it's the next council meeting, the community garage sale or other special events, it will just take a moment to look online on the calendar and find out what's going on in the area. Click Calendar to view now upcoming meetings and events. Guide: Should you call a neighbor? Use the searchable folder for published contact information such as names, email, phone numbers, etc. You can also voluntarily share information about yourself and search for other neighbors with common interests such as favorite sports teams, hobbies, clubs, etc. And since the website is secured and password-protected, only association members will have access to the information you want to share. To search the online guide, click Directory. Classified accommodation: Click Classified adinotions to find out about garage sales, babysitting passengers, home cleaners or transactions available to the community. If you want to submit a classified to be posted online, click Management Office. High Sierra Management, Inc., AAMC722 Pin Oak Road, Suite 230, Katy, Texas 77494 PO Box 940267, Houston, Texas 77094 Office: (281) 391-7914 Fax: (281) 391-7913 Click here to email customer service. Office hours 8:00 a.m. up to 5:00 p.m. - Monday to Thursday 8:00 to 12 p.m. 1 p.m. - Friday Office Closed on Saturday - Sunday After hours/weekend first aid is provided by calling 281-391-7914, which will return the after-hours phone number for the call manager, which will then return your call. Office Holiday Closures High Sierra Management's offices will be closed for the next holiday: Good Friday, April 10, 2020 Memorial Day, May 25, 2020 Independence Day Friday, July 3, 2020 Labor Day stomach, September 7, 2020 Thanksgiving Thursday, November 26, 2020 Friday, November 27, 2020 Christmas Thursday, December 24, 2020 Friday, December 25, 2020 New Year Thursday, December 31, 2020 Friday, January 1, 2021 2019 Annual Assessment Payment Information (old comment) Payments for the 2019 annual assessment fees will be processed by High Sierra for this year. Mailings must now be in your hands or within a few days (from 12/27/2018). There are specific instructions included with the mail on the options and how to make a payment. For your convenience, some of the instructions are repeated below. Generally speaking, for Sections 1, 2 and 3, the fee is \$500 per lot. For Section 4 (South) the fee is \$412 per lot. 2020 Annual Assessment Payment Information (old commentary) Payments for the 2020 annual assessment fees will be processed by High Sierra this year. Mailings must be in your hands by November or December of 2019. There are specific instructions included with the mail on the options and how to make a payment. For your convenience, become of the instructions below. Repeat. General, for Sections 1, 2, 3, and 4 (NS) the fee is \$550 per lot. A second adjacent lot for the same owner is \$275. 2021 Annual Assessment Payment Payment payments for the 2021 annual assessment due will be processed by High Sierra. Mailings must be in your hands by November or December of 2020. There are specific instructions included with the mail on the options and how to make a payment. For your convenience, some of the instructions are repeated below. Generally speaking, for Sections 1, 2, 3, and 4 (NS) the fee is \$600 per lot. A second adjacent lot for the same owner is \$300. PAYMENTS BY E-MAIL: Please post the coupon portion of the enclosed statement with your payment. Make cheques payable to Norchester maintenance fund, not High Sierra Management. Let payment information can be found on your coupons.) Postal payments Only to the address on the payment coupons. Include the account number on your payment. PERSONAL ONLINE BANKING: • Through your online bank payment portal ensures that the payment address corresponds to the payment address on your enclosed coupons. • Verify the payment amount. • Make payments payable to Norchester Maintenance Fund, NOT High Sierra Management. • Allow up to 7-10 working days for processing if you choose to use this payment method. • Include the account number in your payment. ONLINE/AUTO PAYMENT OPTIONS: • To make an online payment, sign in to • On the High Sierra Home page - select Pay assessments for various options to pay the upcoming fees. If you choose to pay online, follow the example on this page. • You must use the Management Company ID: 7197 and the Association ID: 432. You must have your Association account number: ten digits start 115... It is on the coupon posted to you. • To proceed with online payment click HERE TO MAKE A PAYMENT further down on the page. • It will take you to the next. • You will need to set up a new account if you do not have an existing account. This is a password-protected account. • Both eCheck and Credit card payment options are available on the payment website. The use of a credit card will be charged an extra convenience fee assessed by the bank. OTHER INFORMATION: Other information and services (i.e. legal documents, annual budgeting, calendars (Board of Director-Meetings), Account History, etc.) are also available on the Association's website. If you have not registered for the Home Owner Portal (Association's) website, send an email request to thenderson@highsierramanagement.com help. (This is a separate registration of the payment portal above.) • Should you change your postal address? Send your request via e-mail bgaleas@highsierramanagement.com send a written request to the address below. • Must provide a payment plan for the be due? Contact Cathy Dunn at cathy.dunn@norchester.org. • Lose your payment You can easily pay your payment to the processing center without a coupon to the address below, but make sure you have your property address and Norchester Subdivision name on the payment. Post to: Norchester Maintenance Fund/a High Sierra Management P.O. Box 94853 Las Vegas, NV 89193-4853 DELINQUENT ACCOUNTS As you are currently delinquent, contact Cathy Dunn at 713-857-1993 to book your account. If you are in a financial position that prevents you from fully paying the 2021 NMF Dues by the deadlines noted, contact Cathy Dunn at 713-857-1993 before January 31st or May 31st to avoid additional fees, and she will do what is possible to help you in a plan to accommodate your needs. If you have any questions, contact your Association Manager, Sherri Carey at scarey@highsierramanagement.com or at the number 281-391-7914. You can also contact the Association's board president, Cathy Dunn, cathy.dunn@norchester.org additional help. Stand by.