



**Sycamore Heights Homeowners Association**

c/o The HOA Election Guys, Inc  
27472 Portola Pkwy #205-412  
Foothill Ranch, CA 92610

**DO NOT DISCARD THIS PAGE**

The perforated stub at the bottom will need to be signed and returned with your ballot.

In addition to this notice, this package contains the following:

1. One Official Ballot
2. One double-window envelope
3. One smaller Secret Ballot envelope
4. Two double-sided pages of candidate statements

*Please note: The candidates are solely responsible for the content in their statements, neither the Association, nor the Inspector of Elections have redacted or edited any of the content in the statements enclosed in this election package.*

Taylor Casey Ramos  
Keystone  
800 N Haven Ave., Suite 300  
Ontario, CA 91764

May 22, 2026

The First Annual Meeting of the Members will be held as follows:

Date: June 24, 2026 (All mailed ballots must be received by us by June 23, 2026)  
 Time: 3:00 PM  
 Location: via zoom.com (Zoom info will be posted at: [www.TheHOAElectionGuys.com/sycamore](http://www.TheHOAElectionGuys.com/sycamore))

If you do not have the ability to access zoom, the following physical location will be available with a device to access the zoom meeting: **Keystone - 800 N Haven Ave., Suite 300, Ontario, CA 91764**

This Meeting of the Members is being held to vote on the election of TWO (2) directors. A vote on IRS Revenue Ruling 70-604 will also take place to address potential excess funds and reduce tax liabilities.

For the election to be held, a quorum of the membership must return a ballot, or attend the meeting.

The Sycamore Heights Homeowners Association bylaws define a quorum as “25%” of the voting power of the association, or 19 members. This quorum requirement is lowered to 20% (15 members) at a reconvened meeting. If quorum is not reached at any meeting, the members in attendance at the meeting may vote to either (a) reconvene the meeting to a later date, or (b) close the meeting without reconvening, meaning no election will take place (this is done via a voice vote of the homeowners present at the meeting). If a meeting is reconvened the deadline for receiving ballots will be extended as well. Please return your ballot so that we can meet quorum!

If you have any questions, please do not hesitate to contact your association’s Inspector of Elections. The HOA Election Guys, Inc can be reached at (888) 380-3332 or by email at [info@thehoaelectionguys.com](mailto:info@thehoaelectionguys.com)

Detach along perforated line and place this stub in the provided window envelope.  
Please make sure that the addresses are showing through the windows.

**OWNER SIGN ABOVE** (only one owner’s signature is required) **Signature must show through window or ballot will not be counted!**

Taylor Casey Ramos  
Keystone  
800 N Haven Ave., Suite 300  
Ontario, CA 91764

**Instructions:**

- 1) Cast your vote(s) on the enclosed ballot.
- 2) Insert ballot into the smaller Secret Ballot envelope.
- 3) Insert the sealed Secret Ballot envelope into the window envelope.
- 4) Sign this stub in the left corner (**your ballot will not be counted if you do not sign this stub**)
- 5) Detach and insert this stub into the window envelope, making sure your signature and the addresses are showing through the windows.
- 6) Mail your ballot (if not provided, make sure you apply postage!)

**Sycamore Heights Homeowners Association**  
c/o The HOA Election Guys - SycamoreHeightsFILE  
27472 Portola Pkwy #205-412  
Foothill Ranch, CA 92610

**CANDIDATE STATEMENTS**  
**(Additional statements on reverse)**

**Derek Black**

My family and I recently moved into the community and are excited to be settling in alongside many other new homeowners. As we all get established here, I would welcome the opportunity to contribute to helping the community run smoothly and continue to develop into a place residents are proud to call home.

Professionally, I serve as Vice President of Product for an AI-focused healthcare company, where I lead teams responsible for strategy, analytics, and building technology platforms used by large healthcare organizations. My work centers on long-term planning, financial stewardship, data-driven decision making, and managing complex projects—all skills that translate well to HOA governance.

I approach leadership with a practical mindset: listen carefully, evaluate options thoughtfully, and make decisions that support the long-term success of the organization. I believe those same principles are important when serving a community.

Outside of work, I enjoy coaching youth sports, weightlifting, playing basketball, and spending time with my family. My family and I value strong neighborhoods where people know their neighbors and feel proud of where they live.

If elected to the Board, my priorities would be to help ensure:

- Responsible financial management
- Thoughtful long-term planning for the community
- Strong communication between residents and the board
- Maintaining the high standards that protect property values

I plan to attend meetings regularly and contribute wherever I can to help the association continue to thrive.

Thank you for your consideration. I look forward to working together to support a great community.

**CANDIDATE STATEMENTS**  
**(Additional statements on reverse)**

**Jenissa Guido**

I have been a member of the association for the past four months and am eager to become more involved by serving on the board. While I have not previously served on a board of directors, I bring leadership, organizational, and communication skills developed through both my professional and academic experiences.

I have worked as a Commercial Underwriter for an insurance company for over eight years. In this role, I assess policies, analyze risk, ensure compliance with insurance and state regulations, and assist clients with questions and resources related to their policies. My position requires strong attention to detail, sound decision-making, and the ability to support others while navigating complex situations.

I am committed to helping create a safe, welcoming, and supportive environment within the association. I look forward to participating in board meetings and contributing my skills to help support the community and the association's goals.

**Sofia Shiffer**

I am excited to apply for a position on the Board of Directors for the first time.

I bring over 22 years of experience as a nurse, along with my work as a small business owner. Throughout my career, I have developed strong skills in leadership, problem-solving, communication, and serving diverse groups of people. These experiences have shaped me into a dedicated and dependable community member who understands the importance of listening, collaboration, and accountability.

My vision for the Association is to foster a stronger sense of unity, transparency, and shared commitment among residents. I believe a successful community is built on trust, open communication, and consistent follow-through.

As a board member, I hope to contribute by being an active and reliable voice for our community, supporting thoughtful decisions, and helping ensure that residents feel informed and heard. I am fully committed to attending meetings regularly and putting in the time and effort needed to serve effectively.

While this would be my first time serving on a Board of Directors, I am motivated, prepared, and eager to make a positive impact.

Thank you for your time and consideration. I appreciate the opportunity to serve our community.

Sofia Shiffer

**CANDIDATE STATEMENTS**  
**(Additional statements on reverse)**

**Mauricio Penalosa**

How long have you been a member of the association? Since November 14, 2025

What is your background?

I am currently the Director of Human Resources for a ready-mix concrete company, where I oversee all aspects of HR strategy, employee relations, compliance, and organizational development. I bring 25 years of progressive experience in human resources across multiple construction companies, during which I have successfully managed large teams, navigated complex labor and regulatory environments, implemented effective policies, and driven initiatives that improve workplace culture and operational efficiency. I hold an MBA from Redlands University and a Master of Information Systems (MIS) from DeVry University, which complement my practical expertise with strong skills in strategic planning, data-driven decision-making, leadership, and technology integration. As a resident since late 2025, I am fully invested in the long-term success and harmony of our community.

What is your vision for the Association?

My vision is for our association to be a transparent, well-managed, and inclusive community that prioritizes clear communication, responsible financial stewardship, proactive property maintenance, and meaningful resident participation. I want us to maintain strong reserves, protect and enhance property values, and foster an environment where every homeowner feels valued and heard.

What do you hope to accomplish as a board member?

If elected, I hope to help improve communication between the board and residents, strengthen financial planning to build reserves and minimize unexpected assessments, ensure timely and cost-effective handling of maintenance and vendor issues, and encourage greater resident involvement in community decisions and activities.

How regularly do you attend board meetings?

I am fully committed to attending board meetings regularly and punctually. I recognize the importance of being present for open discussions, informed decision-making, and listening to resident concerns, and I will maintain an excellent attendance record to represent our members effectively.

Have you ever served on a Board of Directors before (for an association, non-profit, company)?

No, I have not previously served on a formal Board of Directors. However, my 25+ years in senior human resources leadership have provided extensive experience in areas directly relevant to board service, including governance-related policy development, fiduciary oversight of budgets and resources, conflict resolution, strategic planning, compliance with regulations, and leading collaborative teams to achieve shared goals. I am confident these transferable skills—combined with my enthusiasm and commitment to our community—will enable me to serve effectively and responsibly as a board member.

CANDIDATE STATEMENTS - Additional statements on reverse

Madeline Rivera

8405 Gabrielino Ct. Rancho Cucamonga CA, 91730

(951) 522- 8591

winchesterspn@yahoo.com

March 15, 2026

Candidate Statement

My name is Madeline Rivera. I have been a member of the Sycamore Heights Homeowners Association since December 2025, shortly after moving into this newly built community. As a first-time homeowner, this neighborhood means a great deal to me, and I take pride in helping create a place that residents feel proud to call home.

Professionally, I work for a local police department, where community safety, accountability, and service are central to the work I do every day. That same mindset carries into how I approach my role as a homeowner. I believe strong communities are built through involvement, responsibility, and neighbors looking out for one another.

Since moving in, I have made an effort to be actively involved by walking the grounds, maintaining cleanliness of the community, and getting to know neighbors. I genuinely enjoy speaking with residents and hearing their perspectives about the neighborhood. I believe the best decisions come from listening to residents, considering different perspectives, and working together to find practical solutions that benefit the entire community.

I have also worked with neighbors to help address issues affecting several homes. After speaking with multiple residents, I identified concerns related to water drainage for certain home designs that did not include gutters, which was leading to flooding in backyards and dining room areas of homes. I communicated these concerns directly with the builder and provided documentation showing how adding gutters could help prevent future property damage. After continued discussion, gutters were ultimately approved for the specific home design. Experiences like this reinforced the importance of residents working together and advocating for improvements that benefit the entire community.

If elected, I plan to help foster a community where residents feel heard, communication is clear, and the board works collaboratively to maintain a clean, safe, and welcoming environment.