

FINAL Meeting Minutes

Ridgeline Homeowners Association Board of Directors Meeting Saturday, February 13, 2021

1. Welcome: Larry Sisk, President

- A. Determination of Quorum: The meeting was called to order at 8:02 AM via Zoom meeting. Board members present were Larry Sisk, Frank Gaspar, Tom Simpson, Brian McGrath and Sue Ridenour. Jarrett Sagouspe, property manager, was also in attendance. It was determined that we had a quorum for the meeting.
- B. Proof of notice of meeting or waiver of notice: Proof meeting of notice and meeting agenda was posted on the RHOA website and on the community information board.

2. Reports of Officers: Larry Sisk

- A. Reading of minutes of preceding meeting: The executive board meeting minutes were revised and were filed prior to meeting. A motion was made by Tom Simpson to accept the minutes of the January 09th meeting. Brian McGrath seconded the motion. Motion passed to approve the minutes.
- B. Reading of financial report: Jarrett Sagouspe/Sue Ridenour
 - 1. The Profit and Loss Report was provided from January 1st to January 31st, 2021 (see handout for detail). Total income collected for assessments, late fees, etc. was \$29,208.26. Total Expenses was \$6,713.74 (Common Grounds Maintenance, Taxes, Management Fees, Utilities, Tree Removal and Postage/Delivery). Net income for the end of this month was \$22,494.52. Our total Net Income for the year to date is **\$22,494.52**.
 - 2. Ridgeline Homeowners Association provided a balance sheet of total liabilities and equity amongst all accounts (Edward Jones, Chase Checking & Savings) totaling **\$244,890.86**.
 - 3. Jarrett Sagouspe announced to board members a list of late assessments owed to Ridgeline Homeowners Association (the list outlined 4 homeowners with outstanding dues and/or fines).
- C. Late Assessments and Fines: Notices were sent out on any late assessments and fines.

3. Reports of Committees:

Architectural/Standards & Compliance Committee: Jarrett Sagouspe

- A. There are a few homes that are in need of repair within Ridgeline and we are going to reach out to the homeowners to see how we can help? The board will look into finding a charity group that might want to help with cleanup pro bono.

Note: Board Member Brian McGrath will be reaching out after the meeting to see how he can help in any way shape or form.

Common Area Committee: Frank Gaspar

- A. Grounds Report: A large storm hit Ridgeline and large matters occurred within the Association. We had fallen trees, branches and needles/debris throughout. Frank Gaspar & Tom Simpson took care of a lot of the big issues around the association. Ranger Maintenance will continuously work to clean up the association and bring it back to a condition everyone can be proud of.

4. Old Business: Larry Sisk

- A. Garbage Bins: Due to excessive dumping from outside individuals a motion was made by Frank Gaspar to weld and add locks to every trash can within the association minus the recycling bin. Tom Simpson seconded the motion. Motion passed to weld and add locks to the trash bins within Ridgeline.
- B. Sand Barrels: Additional sand barrels were added throughout the Association within the last 3 weeks.
 - *Sand needs to be added to the barrels and spread regularly.*
- C. Repair street drain across from lot 103: The street drain was in need of repair due to erosion. Frank Gaspar and Tom Simpson was able to fix issue.
- D. Security gate: After further investigation adding gates to the entrances would be a viable option. Jarrett Sagouspe will continue working on getting values, so we can revisit at the next meeting. If approved, this would need to be voted on by the association and if accepted a Special Assessment would be imposed in 2022.

5. New Business: Larry Sisk

- A. Locks have been welded on to trash cans, keys are ready and letter being finalized for Distribution: The board has agreed to hand deliver the keys and explanation letter to the Homeowners/Renters present on February 20, 2021 and mail out the remaining keys and explanation letter on February 22, 2021 to anyone not present.
- B. Grounds keepers schedule. Tracking work hours while on site: Larry Sisk and Jarrett Sagouspe had a conference call with Charlie (Ranger Maintenance) prior to February's meeting. Charlie agreed to start texting Jarrett the days he arrives and leaves, plus the number of workers he brought for the day. This would also include pictures of work

being completed. Ranger Maintenance work schedule falls on Thursday and Friday's of each week.

Note: For any work that needs to be addressed that might have been missed, please email or call Frank Gaspar or Jarrett Sagouspe.

C. Proposed By-Laws to be sent out March 1 for homeowner approval. Jarrett Sagouspe will be mailing out our Pre-Ballot Notices on March 1, 2021. On April 7, 2021 Ballots and updated Bylaws will be mailed to All homeowners to vote. Deadline for return of Ballots will be on May 14, 2021 at 5:00 p.m. *(This deadline allows for a 37-day balloting period.)*

D. Generators and Solar Requirements: Generators and Solar panels are allowed to be installed on your property only, the board will not approve any installation on Common ground. Please make sure to reach out to the Architectural for any and all questions in regards to this matter.

Note: A study was done a few years back and they didn't recommend Solar Panels within our area, due to considerable tree cover and snow fall.

E. Owner Comments/Letters: 3 minutes

- Fines need to increase on homeowners that are not fixing their properties after failed inspections.
- A big thank you to Erin Woodward for relatching the ash bins down properly after our large windstorm.

F. Adjournment: Meeting was adjourned at 10:05 AM

Next meeting will be held on March 13, 2021 at 8:00AM via Zoom meeting.

Homeowner's Meeting will be at 9:30 AM

Homeowners/Renters Present:

Frank Gaspar - #07

Larry & Trisha Sisk - #18

Brian McGrath - #71

Sue Ridenour - #08

Thomas Simpson - #29

Bradford Applin - #25

Clyde & Lori Shaffer - #41

Jon Smoot - #36