

FINAL Meeting Minutes

Ridgeline Homeowners Association Board of Directors Meeting Saturday, January 09, 2021

1. Welcome: Larry Sisk, President

- A. Determination of Quorum: The meeting was called to order at 7:58 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 November 14th meeting. Frank Gaspar 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 November 1st to December 31st, 2020 (see handout for detail). Total income collected for assessments, late fees, etc. was \$3,320.69. Total Expenses was \$22,153.82 (Common Grounds Maintenance, Taxes, Management Fees, Utilities, Tree Removal and Postage/Delivery). Net income for the end of this month was **-\$18,833.13**. Our total Net Income for the year is **\$45,566.98**.
 - 2. Ridgeline Homeowners Association provided a balance sheet of total liabilities and equity amongst all accounts (Edward Jones, Chase Checking & Savings) totaling **\$220,046.34**.
 - 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).

Note: A motion was made by Frank Gaspar to transfer \$22,000 from our checking/savings account to our reserve account, plus an additional \$9,983.43 from our 1st Quarter Assessments based on our 2021 Budget. Tom Simpson seconded motion. Motion passed to transfer funds.

- 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.

Common Area Committee: Frank Gaspar

- A. Grounds Report: Frank Gaspar is working diligently with Ranger Maintenance to guide them on blowing and disposing of the pine needles and leaves within the Association.

Besides Charlie (owner) with Ranger Maintenance, we will need him to designate another individual to train to run the snow plow if he can't make it out during these winter months. Frank Gaspar will reach out to Charlie to discuss.

4. Old Business: Larry Sisk

- A. Snow plan review with Charlie to ensure we are ready for winter: Tabled due to Charlie not being able to make the meeting.
 - *Charlie was able to meet with Larry to go over snow plan and is ready for this coming Winter.*
- B. Clean out drainage pipe by first entrance near propane tank: The board obtained 3 quotes. Frank Gaspar made a motion to approve 1 of the quotes to drill the drainage pipe of debris prior to winter. Tom Simpson seconded the motion. Motion passed to approve work.
 - *Work was completed*
- C. Light wiring near propane tank needs to be fixed: Jarrett will reach out to Andrew's Electric to get quote to fix wiring. This work needs to be addressed prior to winter.
 - *Work was completed*

5. New Business: Larry Sisk

- A. Neighborhood Watch: Calm and quite
- B. 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.
- C. Sand Barrels: Additional sand barrels were added throughout the Association within the last 3 weeks.

- D. 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.
- E. 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.

F. Owner Comments/Letters: 3 minutes

- Homeowners feel that the locks and gates are a very good idea.
- Yard care is still an issue due to leaves piling up throughout the Association.
- A big thank you for 2X a week trash pickup

G. Adjournment: Meeting was adjourned at 10:04 AM

**Next meeting will be held on February 13, 2021 at 8:00AM via Zoom meeting.
Homeowner's Meeting will be at 9:30 AM**

Homeowners/Renters Present:

Frank Gaspar - #07
Larry Sisk - #18
Brian McGrath - #71

Sue Ridenour - #08
Thomas Simpson - #29
Erin Woodward - #94

Clyde & Lori Shaffer - #41
Jon & Carol Smoot - #36
Helen Figueroa - #54