

FINAL Meeting Minutes

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

1. Welcome: Larry Sisk, President

- A. Determination of Quorum: The meeting was called to order at 8:08 AM at the home of Sue Ridenour (Board Member) at 40511 Saddleback Road. Board members present were Larry Sisk, Frank Gaspar, Sue Ridenour and Helen Figueroa. Jarrett Sagouspe, property manager and Tom Simpson was also in attendance via Zoom. It was determined that we had a quorum for the meeting.
- B. Proof of notice of meeting or waiver of notice: Proof of 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 minutes were revised and were posted prior to meeting. A motion was made by Tom Simpson to accept the minutes of the October 9th meeting. Helen Figueroa seconded the motion. Motion passed to approve the minutes.
- B. Reading of financial report: **Jarrett Sagouspe/Helen Figueroa**
 - 1. The Profit and Loss Report was provided from October 1st to October 31st, 2021 (see handout for detail). Total income collected for assessments, late fees, etc. was \$29,997.32. Total Expenses was \$14,075.66 (Common Grounds Maintenance, Taxes, Management Fees, Utilities, Tree Removal and Postage/Delivery). Net income for the end of this month was \$15,921.66. Our total Net Income for the year to date is **\$35,115.12**.
 - 2. Ridgeline Homeowners Association provided a balance sheet of total liabilities and equity amongst all accounts (Edward Jones, Chase Checking & Savings) totaling **\$257,511.46**.
 - 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. Old Business (October): Larry Sisk

- A. Budget Approval for 2022: The 2022 budget was reviewed by the board and a motion was made by Tom Simpson to accept the budget for the 2022 year. Helen Figueroa seconded the motion. Motion passed to approve the 2022 budget.
- B. Home Inspection follow up from 2020: The home inspections went great! A lot of homeowners did the repairs to remove themselves off the list. Unfortunately, a few failed their inspections. A Notice will be sent out to homeowners in regards to passing and/or failing.
- C. Parking on Saddleback Road: The Association has received numerous complaints on the parking situation on Saddleback Road near the garbage bins. The board agreed and will be painting the area in Red (No Parking Zone) to deter homeowners/guest from parking there.

Note: Please Park in your designated area or within an open spot. Also please park within the lines.

A motion was made by Frank Gaspar to add red curbing around the bend by Lot 69 on Saddleback Road. Tom Simpson Seconded the motion. Motion passed to approve the additional red curbing.

Another motion was made by Frank Gaspar to approve the purchase of paint supplies for the curbs and roads and updated Sand barrels. Tom Simpson seconded the motion. Motion passed to approve the purchase of supplies and materials.

- D. Light Repair/LED upgrade: A cost was presented to board on updating the lights to LED within the Association. The amount wasn't within our budget. The board tabled the conversation until the next board meeting.

4. New Business: Larry Sisk

- A. Snow Plan Review/Update: Nothing needs updating, Ranger Maintenance should be aware and up to date on the snow plan for this winter.
- B. Mailbox estimate for repair/replace: Tom Simpson spoke with Zoey Construction on replacing the mailboxes for next year. The cost will be approximately \$20,000 and would take two months to come in and another week to install. The board is looking to obtain more information and add this to January 2022's agenda.
- C. Tree/Shrub Policy: Is still needing some additional verbiage added in regards to immediate hazards and a case-by-case basis. Jarrett and Larry will work on updating this policy and it will be added to January 2022's agenda.

5. Reports of Committees:

Architectural/Standards & Compliance Committee: Jarrett Sagouspe

- *After the board meeting the board will inspect a few homes within the association and will address any and all concerns.*

Common Area Committee: Frank Gaspar

A. Grounds Report:

- Haynes landscaping service will come to an end on November 30th, 2021. Starting December 1st, 2021 Ranger Maintenance will be back on a 6-month basis. The association is very hopeful that Ranger Maintenance will work out this go around.

6. Owner Comments/Letters: 3 minutes

- The fruit trees within the association are attracting the wild animals.
- Homeowner asked if a small tree could be removed from the front of her property.

7. Adjournment: Meeting was adjourned at 9:33 AM

The next Board Meeting is Saturday, January 8, 2022 at 8:00AM via Zoom meeting.

Homeowner's Meeting will be at 9:30 AM

Homeowners/Renters Present:

Larry Sisk - #18
Frank Gaspar - #07
Helen Figueroa - #54
Sue Ridenour - #08
Jim Lutter - #43
Erin Woodward - #94
Steve Trotta - #83
Julian Catano - #01