

FINAL Meeting Minutes

Ridgeline Homeowners Association Board of Directors Meeting Saturday, September 11, 2021

1. Welcome: Larry Sisk, President

- A. Determination of Quorum: The meeting was called to order at 8:05 AM at the home of Sue Ridenour (Board Member) at 40511 Saddleback Road. Board members present were Larry Sisk, Tom Simpson, Frank Gaspar, Sue Ridenour and Helen Figueroa. 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 minutes were revised and were posted prior to meeting. A motion was made by Tom Simpson to accept the minutes of the August 14th meeting. Sue Ridenour 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 August 1st to August 31st, 2021 (see handout for detail). Total income collected for assessments, late fees, etc. was \$2,081.13. Total Expenses was \$5,633.48 (Common Grounds Maintenance, Taxes, Management Fees, Utilities, Tree Removal and Postage/Delivery). Net income for the end of this month was **-\$3,552.35**. Our total Net Income for the year to date is **\$26,551.64**.
 - 2. Ridgeline Homeowners Association provided a balance sheet of total liabilities and equity amongst all accounts (Edward Jones, Chase Checking & Savings) totaling **\$248,947.98**.
 - 3. Jarrett Sagouspe announced to board members a list of late assessments owed to Ridgeline Homeowners Association (the list outlined 1 homeowner with outstanding dues and/or fines).
- C. Late Assessments and Fines: Notices were sent out on any late assessments and fines.

3. **Old Business: Larry Sisk**

- A. Bear proof recycling bin: A motion was made by Tom Simpson to replace the old recycling bin with a bear proof bin. Frank Gaspar seconded the motion. Motion passed to approve the replacement of the recycling bin.

Note: This will deter bears, outside dumpers and additional garbage.

- B. Approval of fine schedule for homeowner's review: The revised fine schedule was reviewed by the board and a special mailing will be sent out to all homeowners for their review too. The board will like for any and all feedback from the homeowners before the next board meeting in September. The revised fine schedule will be voted on by the board at the next meeting and will go into effect once approved.
- C. Budget and assessment increase: After viewing the Reserve Study, a motion was made by Helen Figueroa to increase the quarterly assessments by 20% for the 2022 year. Tom Simpson seconded the motion. Motion passed to approve the assessment increase.
- D. Reserve study – paying for the future: A packet will be mailed out to all homeowners by the end of the year.

4. **New Business: Larry Sisk**

- A. Security Cameras: Helen Figueroa is looking into wireless cameras for up on Big Pine Trail. This location seems to be one of our troubled areas due to trash dumping within the recycling bin. Please refrain from putting trash within the recycling bin.
- B. Garbage and Recycling signs/keys/recycling bin update/fines: Signs have been ordered and should be in and installed within a week or two. These signs will hopefully deter homeowners/renters from placing trash within the recycling bin and to break down their boxes to allow more room for other homeowners/renters.

New Homeowners are not obtaining keys from past owners, so new verbiage will be added to all emails sent to buyers/sellers, title officers and listing/selling agents. A motion was made by Tom Simpson to increase the Document fee from \$50 to \$60 per transaction to cover said cost. Sue Ridenour seconded the motion. Motion passed to approve Document fee increase.

A new bear proof recycling bin has been dropped off, unfortunately it isn't the hydraulic one. Jarrett will reach out to EMADCO to order, but it could take awhile to come in sine they are out of stock.

With approval of the updated fine policy, this should stop homeowners/renters from dumping waste into the recycling bin, which has allowed bears to drag trash throughout the association.

- C. Fine Policy Approval: The board received positive feedback from homeowners in regards to the updated fine policy. A motion was made by Helen Figueroa to approve the updated fine policy. Tom Simpson seconded the motion. Motion passed to approve the updated fine policy.
- D. Schedule budget process meeting: Larry, Helen and Jarrett will schedule a conference call in the next week to discuss the 2022 budget. The Budget will be discussed and voted on at the next board meeting in October.

E. Reports of Committees:

Architectural/Standards & Compliance Committee: Jarrett Sagouspe

- *A notice will be sent to a homeowner in regards to removing their dying tree within their front yard.*
- *A notice will be sent to a homeowner in regards to a wood burning pit on their property.*
- *The board will visit multiple homes after meeting to inspect work completion from failed inspections.*

Common Area Committee: Frank Gaspar

A. Grounds Report:

- The new gardener is doing a good job, but still has a long way to go. The piles of debris/needles throughout the Association will be picked up in the following weeks. We're hoping Haynes Landscape will be moving to Thursdays and Fridays during the week, so they can use the garbage bins for disposal before our pick-up day and to blow down the streets.
- Trees within the association are suffering due to the drought and will need looking into. The board will need to budget for tree removal next year.
- The rails throughout the association need to be re-painted and hopefully can be addressed during spring of next year.

F. Owner Comments/Letters: 3 minutes

- A few piles up on Big Pine Trail need to be picked up by the gardener.
- The parking rules need to be discussed at the next meeting due to homeowners/renters parking in unmarked areas (blind spots).
- Light pole number 27 is out.
- A neighbor's home needs cleaning up and attention immediately.
- Please don't overfill the garbage bins. Other bins within the association are most likely half full/empty.

- Please break down your boxes within the recycling bin.
- Place any and all trash within the garbage bins, not within the recycling. This will lead to a very large fine.
- A big thanks to Frank Gaspar and Tom Simpson for All the work they do!

G. Adjournment: Meeting was adjourned at 10:20 AM

The next Board Meeting is Saturday, October 9, 2021 at Sue Ridenour house, 40511 Saddleback Road.

Homeowner's Meeting will be at 9:30 AM

Homeowners/Renters Present:

Frank Gaspar - #07

Thomas Simpson - #29

Sue Ridenour - #08

Clyde Shaffer - #42

Larry Capsel - #37

Bob Emrick - #46

Larry & Trisha Sisk - #18

Carlos & Helen Figueroa - #54

Kevin & Erica Smith - #09

Marjorie & Bob Lindsey - #97

David Minyard - #15

Randy Runge - #45