

# FINAL Meeting Minutes

## Ridgeline Homeowners Association Board of Directors Meeting Saturday, June 11, 2022

### 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, Sue Ridenour, Frank Gaspar 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 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 Helen Figueroa to accept the minutes of the May 14<sup>th</sup> meeting. Frank Gaspar seconded the motion. Motion passed to approve the minutes.
- B. Reading of financial report: **Jarrett Sagouspe**
  - 1. The Profit and Loss Report was provided from May 1<sup>st</sup> to May 31<sup>st</sup>, 2022 (see handout for detail). Total income collected for assessments, late fees, etc. was \$604.27. Total Expenses was \$7,353.79 (Common Grounds Maintenance, Taxes, Management Fees, Utilities, Tree Removal and Postage/Delivery). Net income for the end of this month was **-\$6,749.52**. Our total Net Income for the year to date is **\$16,903.00**.
  - 2. Ridgeline Homeowners Association provided a balance sheet of total liabilities and equity amongst all accounts (Edward Jones, Chase Checking & Savings) totaling **\$257,546.73**.
  - 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 (May): Larry Sisk**

- A. Board of Directors Vote Counts: The votes were tallied by David Minyard and here are the results: Sue Ridenour 55 votes, which was the most for this election; Helen Figueroa received second place with 49 votes; Erin Woodward and Larry Capsel both received 43 votes ending in a tie. We had a total of 66 ballots returned. With three positions to fill, Sue Ridenour and Helen Figueroa have become two of the reelected board members. Due to a tie between both Erin Woodward and Larry Capsel an additional mailing will go to determine the third seat.

*It is very important to vote, please mail your ballot back in once voted!*

- B. Mailboxes (keys): Ridgeline Homeowners Association has finally updated the mailboxes at the second entrance into the association. The Bass Lake Post Office has completed the installation by adding numbers and updating the locks. The Post Office will need you to come into their office (located at 54449 Rd 432, Bass Lake, CA 93604) to collect your keys to your assigned box. Management and the Association will not be issuing keys.

*Note: In the meantime, any mail/packages will be delivered to the Post Office. Please retrieve them there.*

- C. New Parking Spaces: The Association has added an additional 20 spaces throughout Ridgeline within the last few months. This should really help our community, due to it not having enough open parking spaces for the 114 homes within.
- D. Grounds Keeper Evaluation: Within the first couple of months Ranger Maintenance has done a really good job throughout the Association. Unfortunately, within the last few months Ranger Maintenance hasn't performed to the boards liking. Property Manager Jarrett Sagouspe will reach out to the gardener and have a discussion with him.
- E. Newsletter Topics: The board members discussed items to be added to the next Quarterly, which will go out mid-June with the homeowner's 3<sup>rd</sup> Quarter Statement.

### 4. **New Business: Larry Sisk**

- A. Election Votes for Tie Breaker: The votes were tallied again by David Minyard and here are the results: Erin Woodward received 31 votes and Larry Capsel received 34 votes. We had a total of 65 ballots returned. With three positions to fill, Sue Ridenour, Helen Figueroa and Larry Capsel are the new board members.

*Note: Thank you Erin Woodward for running for the board!*

- A. Ranger Maintenance: Property Manager Jarrett Sagouspe had a discussion with Ranger Maintenance about their work ethic throughout the Association and what the board is looking for them to accomplish. On a monthly basis Jarrett Sagouspe will walk/drive around the Association to go over troubled areas and where to improve.

- B. Newsletter: The Newsletter has been completed and approved by the board. It will be mailed out with the 3<sup>rd</sup> Quarter Assessments this coming week.
- C. Curbs that need painting: The board agreed that some of the curbs throughout the Association need repainting. Frank Gaspar will repaint curbs that are in need of paint this coming July.

**5. Reports of Committees:**

**Architectural/Standards & Compliance Committee: Larry Sisk**

- *If you have a failed inspection, please complete any and all repair work by September 30<sup>th</sup>, 2022. If not a large fine will be imposed.*

**Common Area Committee: Frank Gaspar**

A. Grounds Report:

- The carports need to be repaired, sanded and repainted. Jarrett Sagouspe will obtain 3 painting quotes.
- The pipe by the propane tank has a little sediment within and needs cleaning.
- Poles 26 & 34 will be updated as soon as Andrew's Electric receives the materials.

**6. Owner Comments/Letters: 3 minutes**

- A homeowner expressed that they had a gardener very interested in the position if ever available.
- A homeowner asked about financials and wanted to know how much is being put away within the reserves.

*The amount given was approximately \$52.64 per home per Quarter within the Association, totaling \$6,000 a Quarter.*

**7. Adjournment: Meeting was adjourned at 10:14 AM**

**The next Board Meeting is Saturday, July 9, 2022 at Sue Ridenour house, 40511 Saddleback Road.**

**Homeowner's Meeting will be at 9:30 AM**

**Homeowners/Renters Present:**

Larry & Trish Sisk - #18  
Sue Ridenour - #08  
Kevin & Erica Smith - #09  
Steve Carlson - #58

Frank Gaspar - #07  
Larry Capsel - #37  
David Minyard - #15  
Samuel & Lynda Bodine - #62

Helen Figueroa - #54  
Erin Woodward - #94  
Macy Maginn - # 05