

FINAL Meeting Minutes

Ridgeline Homeowners Association Board of Directors Meeting Saturday, November 12, 2022

1. Welcome: Larry Sisk, President

- A. Determination of Quorum: The meeting was called to order at 8:02 AM at the home of Larry Sisk (Board Member) at 40518 Saddleback Road. Board members present were Larry Sisk, Larry Capsel, Frank Gaspar, Erin Woodward 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 Larry Capsel to accept the minutes of the October 8th meeting. Erin Woodward 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 October 1st to October 31st, 2022 (see handout for detail). Total income collected for assessments, late fees, etc. was \$35,659.69. Total Expenses was \$19,695.39 (Common Grounds Maintenance, Taxes, Management Fees, Utilities, Tree Removal and Postage/Delivery). Net income for the end of this month was \$15,964.30. Our total Net Income for the year to date is **\$31,329.19**.
 - 2. Ridgeline Homeowners Association provided a balance sheet of total liabilities and equity amongst all accounts (Edward Jones, Chase Checking & Savings) totaling **\$271,972.92**.
 - 3. Jarrett Sagouspe announced to board members a list of late assessments owed to Ridgeline Homeowners Association (the list outlined 6 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 2022): Larry Sisk

- A. Foxboro Light (Update): Andrews Electric should be ready to start this project during the week of October 17th-21st, also Andrews Electric met USA to mark the underground utilities.
- B. Lot 8 Project: Notice will be sent to Homeowners to provide plans for back deck from Madera County prior to work commencement.
- C. Budget Review: The budget was reviewed and changes were made. The budget will be sent out to all homeowners prior to the fiscal year.
- D. Snow Plow Readiness and Jose: The snow plow has been repaired, it needed repairing due to vermin getting into the engine and chewing up multiple wires.

Note: The board wanted to give a **BIG** Thanks to Arnold Saavedra on Smoke Tree Trail for helping us address this issue and fixing the Ford F-250.

A snow plow booklet will be provided to Jose Ambriz, so he will know where to place the sand barrels and snow for the Winter months.

4. New Business: Larry Sisk

- A. Andrew's Electric (Update): The owner with Andrew's electric met with PG&E to discuss connection (splice box or add meter). The wires have already been trenched and hole has been dug for light pole. Wire cage and concrete will be added to the hole this coming week to get ready for instillation.
- B. Tree Removal (Update): The board unanimously voted on hiring Clean Cut Tree Service to remove 4 trees within Ridgeline. The amount approved was for \$8,100. The work should be completed by the end of November.
- C. Winter Prep: The board discussed winter prep and Frank Gaspar will be reaching out to the new gardener to go over everything with him and to show him the ropes.

5. Reports of Committees:

Architectural/Standards & Compliance Committee: Larry Sisk

- *Sagouspe Management, Inc. inspected the homes that weren't in compliance since April 9th inspection. Out of that list, 1 home was still not in compliance. Management will be reaching out to this homeowner to help get quotes on getting their home fixed up.*

Common Area Committee: Frank Gaspar

A. Grounds Report:

- The Ford Truck is ready for Winter and the new gardener will be briefed on winter prep and on how to use the snow plow.
- Sand barrels will be placed out throughout the Association for common use. The Association recommends that any and all homeowners/renters to fill up their own buckets to sand their walkways and or steps in front of their homes.

6. Owner Comments/Letters: 3 minutes

- A homeowner wanted to know the setback from Road 222
- A homeowner wanted to know where our Reserves are being held (Edward Jones)
- A homeowner wanted the board to inspect a tree by her home that had a lot of dead branches
- The website link needs updating on the news letter

7. Adjournment: Meeting was adjourned at 9:46 AM

The next Board Meeting is Saturday, January 14, 2023 Via Zoom. This link will be found on our website at <http://ridgelinehoa.net/>

Homeowner's Meeting will be at 9:30 AM

Homeowners/Renters Present:

Larry & Trish Sisk - #18
Frank Gaspar - #07
Helen Figueroa - #54
Larry Capsel - #37
Erin Woodward - #94
Steve Trotta - #83
Lynda Bodine - #62
Jim Lutter - #43
David Minyard - #15