

# FINAL Meeting Minutes

## Ridgeline Homeowners Association Board of Directors Meeting Saturday, April 9, 2022

### 1. Welcome: Tom Simpson, Vice President

- A. Determination of Quorum: The meeting was called to order at 8:00 AM at the home of Sue Ridenour (Board Member) at 40511 Saddleback Road. Board members present were 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. Larry Sisk was not in attendance.
  
- 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: Tom Simpson

- 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 March 12<sup>th</sup> 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 March 1<sup>st</sup> to March 31<sup>st</sup>, 2022 (see handout for detail). Total income collected for assessments, late fees, etc. was \$2,266.81. Total Expenses was \$9,296.51 (Common Grounds Maintenance, Taxes, Management Fees, Utilities, Tree Removal and Postage/Delivery). Net income for the end of this month was **-\$7,029.70**. Our total Net Income for the year to date is **-\$2,819.97**.
  
  - 2. Ridgeline Homeowners Association provided a balance sheet of total liabilities and equity amongst all accounts (Edward Jones, Chase Checking & Savings) totaling **\$238,141.76**.
  
  - 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 (March): Tom Simpson

- A. Additional parking on Foxboro: A motion was made by Frank Gaspar to add 3 additional spots up on Foxboro Court, due to the lack of parking. Tom Simpson seconded the motion. Motion passed to add three additional parking spots up on Foxboro.

Note: Ridgeline HOA has limited parking, so please be courteous. Before you park in an open stall, please make sure to either park in your garage or your designated stall before taking up a free spot!

***\*Helen Figueroa made a motion to add an additional 8 +/- parking spots within Ridgeline. Frank Gaspar seconded the motion. The motion passed to add more parking spaces within the Association.***

- B. Home Inspections: Home Inspections will be done on Saturday, April 9<sup>th</sup>, 2022 at 11AM. If you get a failed inspection, please make sure to complete all work by Friday, September 30<sup>th</sup>, 2022 or the new fine policy will go into effect. The fines are a lot steeper and could cost you more than what the work would have.
- C. Parking Policy: The Policy was tabled. The board wanted to see if the additional spots being added would alleviate the issue at hand.
- D. Board member nomination update: As of now we have two nominees that have turned in their letter of introduction and the board is still looking for one more nominee. If interested please email Jarrett Sagouspe your letter of introduction to [jsagouspe1@gmail.com](mailto:jsagouspe1@gmail.com) . Deadline is Friday, April 1<sup>st</sup>, 2022 by 5PM.
- E. Postal boxes update: Mail boxes are ahead of schedule and should be shipped out within a week or two. Once delivered, Bass Lake Post office will install and remove the old units. This process could take anywhere from two weeks to a month. The Association will keep the Homeowners abreast on any and all information/updates.

*Note: The large package boxes will be kept. The board is looking to sandblast and repaint them to match the new boxes.*

***\*Postal boxes were received by Tom Simpson and have been stored within Ridgeline.***

- F. Reserve Funds at Edward Jones: CD rates have finally started to move up! A motion was made by Tom Simpson to transfer \$100,000 of our reserves into a 1-year CD at a 1% rate. This will lock next week on March 23, 2022. Sue Ridenour Seconded the motion. Motion passed to move a portion of our reserves into this CD.

- G. Spring Cleanup: Spring cleanup has been set for the month of May. Additional information will be posted on our bulletin board and website. Hoping to see everyone within the Ridgeline community taking part!

#### 4. **New Business: Tom Simpson**

- A. Parking Policy (parking stalls, open parking, updates?) The board is aware that there is a shortage of spots within the Association and are in the process of adding new locations throughout. The parking policy will not be updated at this time, any open parking spots are on a first come first serve basis. Please be courteous. Before you park in an open stall, please make sure to either park in your garage or your designated stall before taking up a free spot!

*Note: The board has noticed more full-time residences than vacationers (2<sup>nd</sup> residence holders).*

- B. Elections: Management received 4 nominees that have turned in their letter of introduction for the 2022 election. A mass mailing will be sent out on Monday, April 11, 2022. Please take the time and vote for your top 3 nominees.
- C. Pavement Quote: A Quote from S&S Pavement Protection was received by Management on repairing the cracks throughout the Association. A Motion was made by Helen Figueroa to approve their quote for \$5,600, this includes applying hot rubberized sealant to cracks larger than ¼ inch width throughout Ridgeline. Sue Ridenour seconded the motion. Motion passed to hire S&S Pavement Protection to seal cracks throughout Ridgeline during the month of July or August.
- D. Bumpers: Tabled
- E. Owners Maintenance & Repair Policy: A motion was made by Tom Simpson to approve the updated policy. Sue Ridenour seconded the motion. Motion passed to approve updated policy.

*Note: Owners Maintenance & Repair Policy needed updating due to changes made on the Fine Policy and timeframe for the Annual Home Inspections within Ridgeline.*

#### 5. **Reports of Committees:**

##### **Architectural/Standards & Compliance Committee: Jarrett Sagouspe**

- *Inspections will be done on April 9<sup>th</sup>, 2022. Any and all work will need to be completed by Friday, September 30<sup>th</sup> 2022. If not completed fines will be implemented. Please review the updated fine policy, heavy fines will be assessed!*

##### **Common Area Committee: Frank Gaspar**

A. Grounds Report:

- Ranger Maintenance has cut down a few trees throughout the Association.
- Ranger Maintenance is doing a fine job and will be back to blowing the streets this week.
- Poles 26 & 34 will be updated as soon as Andrew's Electric receives the materials.

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

- No comments

**7. Adjournment: Meeting was adjourned at 9:47 AM**

**The next Board Meeting is Saturday, May 14, 2022 at Sue Ridenour house, 40511 Saddleback Road.**

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

**Homeowners/Renters Present:**

Tom Simpson - #29

Frank Gaspar - #07

Carlos & Helen Figueroa - #54

Sue Ridenour - #08

Tom Simpson - #29

Larry Capsel - #37

Erin Woodward - #94