

FINAL Meeting Minutes

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

1. Welcome: Larry Sisk, President

- A. Determination of Quorum: The meeting was called to order at 8:02 AM via Zoom meeting. 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 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 Sue Ridenour to accept the minutes of the January 8th meeting. Tom Simpson 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 January 1st to January 31st, 2022 (see handout for detail). Total income collected for assessments, late fees, etc. was \$34,741.95. Total Expenses was \$7,878.47 (Common Grounds Maintenance, Taxes, Management Fees, Utilities, Tree Removal and Postage/Delivery). Net income for the end of this month was **\$26,863.48**.
 - 2. Ridgeline Homeowners Association provided a balance sheet of total liabilities and equity amongst all accounts (Edward Jones, Chase Checking & Savings) totaling **\$267,823.66**.
 - 3. Jarrett Sagouspe announced to board members a list of late assessments owed to Ridgeline Homeowners Association (the list outlined 8 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 (January): Larry Sisk**

- A. Q1 Newsletter: The board is working on getting the 1st Quarter newsletter out very soon.
- B. Mailbox estimate for repair/replace: The board received a quote on the removal of 8 + 4 pedestal mailboxes and the installation of 7 large built-in parcel lockers. The estimate received was for \$24,800.00, which also includes labor and installation.

Note: The board is looking at receiving other quotes.

- C. Tree/shrub policy update/approval: A motion was made by Helen Figueroa to approve the updated Tree and Shrub Policy. Frank Gaspar seconded the motion. Motion passed to approve the updated policy.

4. **New Business: Larry Sisk**

- A. New Recycle Bin: Finally, the association was able to get an updated bear proof recycling bin with an easier lid to open and close. A lock was added for security measures.
- B. Mailbox's (Update): The board received multiple quotes on getting the mailboxes updated. The best quote received was for \$15,820.17, this will include a total of 8 boxes (6 units (96 doors), 1 Unit (12 doors), 1 unit (8 doors): Totaling 116 doors). The installation would be done by the Post Office, free of charge. After further deliberation a motion was made by Tom Simpson to approve the purchase of the mailboxes and have the post office install. Helen Figueroa seconded the motion. Motion passed to approve the purchase of the mailboxes and have the post office install.

Note: This process will take approximately 2-4 months

- C. Retaining Wall (Erosion Issue): On Saddleback Road we had an erosion issue back in early December 2021. The board received a quote of \$2,000 to install a 40ft retaining wall to address the issue. This amount includes labor and material. A motion was made by Sue Ridnour to approve installation of the retaining wall on Saddleback Road. Tom Simpson seconded the motion. Motion passed to approve the installation of the retaining wall.

5. **Reports of Committees:**

Architectural/Standards & Compliance Committee: Jarrett Sagouspe

- *Inspections will be done on April 8th-9th, 2022. Any and all work will need to be completed by Friday, September 30th 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 been doing a great job this Winter. Recently they have been pickup needles throughout the Association and have been spraying weed killer.
- Oakhurst Plumbing came out to last week to address a root issue on one of our sewer lines. They fixed the issue and added a cleanout.

6. Owner Comments/Letters: 3 minutes

- No comments

7. Adjournment: Meeting was adjourned at 9:40 AM

The next Board Meeting is Saturday, March 12, 2022 at Sue Ridenour house, 40511 Saddleback Road.

Homeowner's Meeting will be at 9:30 AM

Homeowners/Renters Present:

Larry Sisk - #18

Tom Simpson - #29

Frank Gaspar - #07

Helen Figueroa - #54

Sue Ridenour - #08

Tom Simpson - #29

Erin Woodward - #94