

# FINAL Meeting Minutes

## Ridgeline Homeowners Association Board of Directors Meeting Saturday, March 12, 2022

### 1. Welcome: Larry Sisk, 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 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 Tom Simpson to accept the minutes of the February 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 February 1<sup>st</sup> to February 28<sup>th</sup>, 2022 (see handout for detail). Total income collected for assessments, late fees, etc. was \$2,108.60. Total Expenses was \$24,762.35 (Common Grounds Maintenance, Taxes, Management Fees, Utilities, Tree Removal and Postage/Delivery). Net income for the end of this month was **-\$22,653.75**. Our total Net Income for the year to date is **\$4,209.73**.
  
  - 2. Ridgeline Homeowners Association provided a balance sheet of total liabilities and equity amongst all accounts (Edward Jones, Chase Checking & Savings) totaling **\$245,171.46**.
  
  - 3. Jarrett Sagouspe announced to board members a list of late assessments owed to Ridgeline Homeowners Association (the list outlined 3 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 (February): 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.

*Note: Work Was completed*

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

- 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!

- 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.*
- 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!

## 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:

- The poles being fixed are still going out after LED retrofits. The board has agreed to update the fixtures on a few poles to hopefully eliminate this issue. Poles 26 & 34 will be the first poles to get new fixtures.
- Ranger Maintenance is doing a good job and will be back to blowing the streets this week.
- A few small trees will be taken down by Ranger Maintenance within the next few weeks.

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

- No comments

**7. Adjournment: Meeting was adjourned at 9:41 AM**

**The next Board Meeting is Saturday, April 9, 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  
Larry Capsel - #37  
Jim Lutter - #43