

RIDGELINE HOMEOWNERS ASSOCIATION
Board of Directors Meeting Minutes
January 12, 2013

1. **Determination of Quorum:** The Board of Directors meeting was held at the North Shore Estates Clubhouse and was called to order at 9:03 a.m.. Board members present were Larry Capsel, Glenn Davis, Ken Doran and Frank Gaspar. Joe Topper, the Property Manager was also present. Sue Ridenour was absent.
2. **Proof of notice of meeting or waiver of notice:** Proof of notice was posted on-line and posted at the info board.
3. **November Meeting Minutes:** Ken Doran made a motion to approve the November 2012 minutes. Glenn Davis seconded the motion and the vote to approve the motion was unanimous.
4. **November Financial Report:** The report was read and questions answered by Joe Topper. Frank Gaspar made a motion to approve the November Financial Report and Glenn Davis seconded the motion and the vote to approve the motion was unanimous.
5. **Architectural Control/Standards & Compliance Committee Report: Glenn Davis -Director**
 - A. **Annual Inspection:** Update on response. Weather is an issue. Some are doing work.
 - B. **Registered Letter from Board was not accepted by Patterson, #101.**
 - C. **Taylor, #50:** Mr Taylor painted home as agreed.
 - D. **Bibb, #60:** The Board determined that the Body color can remain, however, the trim color must be painted a color approved by the Board no later than October 31, 2013.
 - E. **Stricker - #63:** A letter was received from Mr Stricker requesting accommodation for parking. After consultation with a ADA Certified specialist and reviewing Federal and State Fair housing laws regarding parking accommodation and single family homes, Joe Topper consulted with Larry Capsel regarding a written response and the draft was sent to all Board Members for review. The response letter was then sent to Mr Stricker denying a parking accommodation.
 - F. **Vigil - #64:** They are doing siding repairs.
6. **Common Grounds Report: Frank Gaspar or/and Ken Doran - Co-Directors**
 - A. **Maintenance Contractor Report:** More of the same type of work for this time of year.
 - B. **Tree Trimming:** All tree work was completed.
 - C. **Snowplow Repair:** The snowplow fuel pump went out. Had to tow to garage. Snowplow fixed and back in service.
 - D. **Solar Lights for Signs?**
7. **Old Business:**
 - A. **Sewer System Update:** A public hearing was held regarding the idea of privatization.
 - B. **Bass Lake Dam update:** The dam will be completed earlier than Memorial Day, 2013.
 - C. **Website is up: www.ridgelineho.org.**

8. **New Business:**
- A. **Clean up Day: May 11th.**
 - B. **Roy Williams was a guest. He lives north of Ridgeline. He was looking for support to shut down the shooting area that is near Ridgeline.**
9. **Homeowner Forum & Letters: (3 Minute Limit). None**
10. **Adjournment of Meeting at 11:00 a.m. The next Board Meeting 9:00a.m. on February 9, 2013.**

Questions? Call Joe Topper, Property Manager at 559-683-2850.

The physical location of the RHOA office is:

**Sierra Pines Property Management
40320 Oak Park Way, Suite S
Oakhurst, California
Ph: 559-683-2850 Fx: 559-683-2285 e-mail spm@sti.net**

The mailing address for RHOA is:

**Ridgeline Homeowners Association
P.O. Box 442
Oakhurst, CA 93644-0442
e-mail is: ridgelineho@hotmail.com
www.ridgelineho.org**

Attendance:

**Larry & Judy Capsel - #37
Glenn Davis - #28
Joe Topper - Manager**

**Frank Gaspar - #7
Steve Carlson - #59**

**Ken Doran - #84
Jon & Carole Smoot - #36**

RIDGELINE HOMEOWNERS ASSOCIATION
Board of Directors Meeting Minutes
February 9, 2013

1. **Determination of Quorum:** The Board of Directors meeting was held at the North Shore Estates Clubhouse and was called to order at 9:00 a.m.. Board members present were Larry Capsel, Glenn Davis, Ken Doran and Sue Ridenour. Joe Topper, the Property Manager was also present. Frank Gaspar was absent.
2. **Proof of notice of meeting or waiver of notice:** Proof of notice was posted on-line and posted at the info board.
3. **January Meeting Minutes:** Sue Ridenour made a motion to approve the minutes. Ken Doran seconded the motion and the vote to approve the motion was unanimous.
4. **January Financial Report:** The report was read and questions answered by Joe Topper. Glenn Davis made a motion to approve the Report and Sue Ridenour seconded the motion and the vote to approve the motion was unanimous.
5. **Architectural Control/Standards & Compliance Committee Report: Glenn Davis -Director**
 - A. **Annual Inspection:** Update on response. Weather is an issue. Some are doing work.
 - B. **Registered Letter from Board was not accepted by Patterson, #101.** Larry will try e-mail for a response.
 - C. **Bibb, #60:** The Board determined that the Body color can remain, however, the trim color must be painted a color approved by the Board no later than October 31, 2013.
 - D. **Stricker - #63:** Phillip and Terrelyn Stricker has filed a complaint against Ridgeline Homeowners Association, Sierra Pines Property Management and Joe Topper (personally) with the U.S. Dept of Housing and Urban Development. They referred the matter to the California Department of Fair Employment and Housing for investigation. The complainants allege that they were subjected to disability-based discrimination on November 29, 2012k, when Respondents refused a reasonable accomodation request by denying Complainants a parking space closer to their home. The Board chose to wait for the contact by the investigator to proceed further on this matter.
6. **Common Grounds Report: Frank Gaspar or/and Ken Doran - Co-Directors**
 - A. **Maintenance Contractor Report:** More of the same type of work for this time of year. We want the grounds that are forested kept cut low to prevent more expensive work later.
 - B. **Road issue:** There is an area in front of 40624 Saddleback Road that appears to need attention. This work can be done when the rains have ended and the opening up of that surface will not cause a problem.
7. **Old Business:**
 - A. **Sewer System Update:** The system will not be privatized. Some maintenance aspects such as vehicles maintenance/repair may be contracted locally instead of down in Madera.
 - B. **Bass Lake Dam update:** The dam will be completed earlier than Memorial Day, 2013.
 - C. **Website is up:** www.ridgelineho.org.
 - D. **Clean up day:** May 18, 2013.

- E. Annual Meeting May 11, 2013 at Northshore Estates Clubhouse.
- 8. New Business:
 - A. The spending policy for the Property Manager or any Board Member is a maximum of \$50.00 without approval of the Board.
- 9. Homeowner Forum & Letters: (3 Minute Limit). None
- 10. Adjournment of Meeting at 11:00 a.m. The next Board Meeting 9:00a.m. on ~~February~~ **March** 9, 2013.

Questions? Call Joe Topper, Property Manager at 559-683-2850.

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e-mail is: ridgelineho@hotmail.com
www.ridgelineho.org

Attendance:

Larry & Judy Capsel - #37
Glenn & Cindy Davis - #28
Joe Topper - Manager

Ken Doran - #84
Bob Lindsay - #97

Sue Ridenour - #08

RIDGELINE HOMEOWNERS ASSOCIATION
Board of Directors Meeting Minutes
March 9, 2013

1. **Determination of Quorum:** The Board of Directors meeting was held at the North Shore Estates Clubhouse and was called to order at 9:09 a.m.. Board members present were Larry Capsel, Frank Gaspar, Ken Doran and Sue Ridenour. Joe Topper, the Property Manager was also present. Glenn Davis absence was excused.
2. **Proof of notice of meeting or waiver of notice:** Proof of notice was posted on-line and posted at the info board.
3. **February Meeting Minutes:** Sue Ridenour made a motion to approve the minutes. Ken Doran seconded the motion and the vote to approve the motion was unanimous.
4. **February Financial Report:** The report was read and questions answered by Joe Topper. Ken Doran made a motion to approve the Report and Sue Ridenour seconded the motion and the vote to approve the motion was unanimous. \$20,000.00 will be used to purchase a CD for the reserve.
5. **Architectural Control/Standards & Compliance Committee Report: Glenn Davis -Director**
 - A. **Annual Inspection:** Update on response. Weather is an issue. Some are doing work.
 - B. **Patterson, #101.** Larry Capsel e-mailed Mr Patterson with no response. Mr Pattersons' property manager, Bass Lake Realty said that Mr Patterson intends to do the exterior repair/painting this Spring.
 - C. **Stricker - #63:** Phillip and Terrelyn Stricker has filed a complaint against Ridgeline Homeowners Association, Sierra Pines Property Management and Joe Topper (personally) with the U.S. Dept of Housing and Urban Development. They referred the matter to the California Department of Fair Employment and Housing for investigation. The complainants allege that they were subjected to disability-based discrimination on November 29, 2012, when Respondents refused a reasonable accommodation request by denying Complainants a parking space closer to their home. The Board chose to wait for the contact by the investigator to proceed further on this matter.

The State Investigator contacted Joe Topper and after discussion, Joe Topper asked that a neighbor volunteer to switch carport spaces with Mr Stricker. The neighbor declined to volunteer as they have physical issues as well. The also did not want to detract from the value of their home by moving their assigned space to a less desirable location. After discussion, the Board of Directors, on a motion by Sue Ridenour and a second by Frank Gaspar, agreed to assign the unassigned, open space immediately in front of Mr Strickers' residence to Mr & Ms Stricker and limited to the period of time that they personally own that property and use it for their personal use and not as a rental property. It is marked "Reserved" in white lettering. This information was communicated to the State Investigator who will contact Mr Stricker.
6. **Common Grounds Report: Frank Gaspar or/and Ken Doran - Co-Directors**
 - A. **Maintenance Contractor Report:** A list of issues was presented for action. This list includes removal of sand from the asphalt areas, the replacement of missing sand barrel lids, Emptying of ash cans, removal of cuttings from front areas and trimming, weeding the front entrance areas, Replace two broken parking bumpers. When snow is plowed, snow piles are removed from areas where their melting will allow water to run onto the road way long after the rest of the snow melts. Joe has communicated these issues by e-mail to Clean Cut for action as well as personally inspecting those areas with Clean Cut.

7. **Old Business:**
 - A. **Spending Policy:** The Board limited spending to no more than \$50.00 unless approved by the Board of Directors.
 - B. **Bass Lake Dam update:** The dam will be completed earlier than Memorial Day, 2013.
 - C. **Website is up:** www.ridgelineho.org.
 - D. **Clean up day:** May 18, 2013.
 - E. **Annual Meeting May 11, 2013 at Northshore Estates Clubhouse.**
8. **New Business:**
 - A. **Rental Agreements:** Joe Topper is to obtain copies of all rental agreements for tenants currently renting in Ridgeline. This is a C.C. & R. issue. All owners who rent must provide the Association with a copy of the lease agreement.
 - B. **Annual Meeting: Election.** 2 positions are available currently filled by Larry Capsel and Frank Gaspar. Notices will be sent out to solicit nominees and biographies so they may be sent to all owner along with ballots in April to be received back before the May Annual Meeting.
 - C. **Celebration:** A remembrance of Sally Gray, a long time tenant and neighbor will be held on March 16, 2013 at Donna Wolfe's home.
 - D. **Propane Contract:** Current contract with Suburban Propane expires in July of this year. Joe will solicit bids from the other propane providers in the area for review by the Board.
9. **Homeowner Forum & Letters: (3 Minute Limit).** Discussion regarding installing cameras to keep an eye on out of area trash can users.
10. **Adjournment of Meeting at 11:00 a.m. The next Board Meeting 9:00a.m. on April 13, 2013.**

Questions? Call Joe Topper, Property Manager at 559-683-2850.

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www.ridgelineho.org

Attendance:

Larry & Judy Capsel - #37
 Bob Lindsay - #97
 Joe Topper - Manager

Ken Doran - #84
 Frank Gaspar - #07

Sue Ridenour - #08

RIDGELINE HOMEOWNERS ASSOCIATION
Board of Directors Meeting Minutes
April 13, 2013

1. **Determination of Quorum:** The Board of Directors meeting was held at the North Shore Estates Clubhouse and was called to order at 9:00 a.m.. Board members present were Larry Capsel, Frank Gaspar, Glenn Davis, Ken Doran and Sue Ridenour. Joe Topper, the Property Manager was also present.
2. **Proof of notice of meeting or waiver of notice:** Proof of notice was posted on-line and posted at the info board.
3. **March Meeting Minutes:** Glenn Davis made a motion to approve the minutes. Sue Ridenour seconded the motion and the vote to approve the motion was unanimous.
4. **March Financial Report:** The report was read and questions answered by Joe Topper. Frank Gaspar made a motion to approve the Report with a question regarding one expenditure from February (\$100.00 fee for website) and Ken Doran seconded the motion and the vote to approve the motion was unanimous.
5. **Architectural Control/Standards & Compliance Committee Report: Glenn Davis - Director**
 - A. **Annual Inspection:** Some are doing work.
 - B. **Patterson, #101.** Still no response from Mr Patterson. Mr Pattersons' property manager, Bass Lake Realty said that Mr Patterson intends to do the exterior repair/painting no later than May of this year. Discussion to send Mr Patterson a letter to repair/maintain home exterior and pay outstanding fines or Small Claims court may be used as a vehicle for compliance.
 - C. **Stricker - #63:** Phillip and Terrelyn Stricker has filed a complaint against Ridgeline Homeowners Association, Sierra Pines Property Management and Joe Topper (personally) with the U.S. Dept of Housing and Urban Development. They referred the matter to the California Department of Fair Employment and Housing for investigation. The complainants allege that they were subjected to disability-based discrimination on November 29, 2012, when Respondents refused a reasonable accommodation request by denying Complainants a parking space closer to their home. The Board chose to wait for the contact by the investigator to proceed further on this matter.

The State Investigator contacted Joe Topper and after discussion, Joe Topper asked that a neighbor volunteer to switch carport spaces with Mr Stricker. The neighbor declined to volunteer as they have physical issues as well. The also did not want to detract from the value of their home by moving their assigned space to a less desirable location. After discussion, the Board of Directors, on a motion by Sue Ridenour and a second by Frank Gaspar, agreed to assign the unassigned, open space immediately in front of Mr Strickers' residence to Mr & Ms Stricker and limited to the period of time that they personally own that property and use it for their personal use and not as a rental property. It is marked "40595 Reserved" in white lettering. This information was communicated to the State Investigator who will contact Mr Stricker.
 - D. **Papagni - #75:** This property appears to have changed hands. Joe will research the county records to determine ownership.
 - E. **Earls - #33:** Report of a broken window, barking dog and cat feces near home. Joe will contact Ms Earls and address these issues.

- 6. Common Grounds Report: Frank Gaspar or/and Ken Doran - Co-Directors**
- A. Maintenance Contractor Report:** A list of issues was presented for action. Some repairs needed on carports. Re-paint the stop sign stripes at entrances. Remove sand cans from common area for the season and remove sand from snowplow and clean/touchup truck bed as needed. Clean up RV yard. Joe will communicate these issues by e-mail to Clean Cut for action.
 - B. Christina Bilby - #34:** Reports that they continued to have some difficulty with their sewer line. They had the line inspected and found that a section of the line underneath their concrete patio had an obstruction. They removed the concrete, repaired the line and have had no more problems.
- 7. Old Business:**
- A. Spending Policy:** The Board limited spending to no more than \$50.00 unless approved by the Board of Directors. Policy signed by Board Members and Property Manager.
 - B. Propane Contract:** Many companies have been contacted to submit bids for propane service in Ridgeline. The current company, Suburban Propane reserves the right to match bid of low company, however, they are not offering a better bid than their current contract. Pro-Flame and Campora are submitting bids by the May 11, 2013 meeting date.
 - C. Annual Meeting is May 11, 2013 with regular Board meeting at 9:00 a.m. with Annual meeting following at 10:00 a.m. at the North Shore Estates Clubhouse.**
 - D. Clean up day: May 18, 2013.**
 - E. Obtain copies of rental agreements according to C.C. & R.'s from all owners renting their properties: In process.**
 - F. Director Candidate Biographies:** We did not receive any communication from anyone other than the two sitting directors up for election regarding interest in the election to be held at the Annual meeting.
- 8. New Business: None**
- 9. Homeowner Forum & Letters: (3 Minute Limit).**
- 10. Adjournment of Meeting at 10:38 a.m. The next Board Meeting 9:00a.m. on May 11, 2013.**

Questions? Call Joe Topper, Property Manager at 559-683-2850.

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Attendance:

Larry & Judy Capsel - #37
Glenn & Cindy Davis - #28
Chuck & Diane Emrick - #103

Ken Doran - #84
Frank Gaspar - #07
Joe Topper - Manager

Sue Ridenour - #08
Christina Bilby - #34

RIDGELINE HOMEOWNERS ASSOCIATION
Board of Directors Meeting Minutes
May 11, 2013

1. **Determination of Quorum:** The Board of Directors meeting was held at the North Shore Estates Clubhouse and was called to order at 9:00 a.m.. Board members present were Larry Capsel, Frank Gaspar, Glenn Davis, Ken Doran and Sue Ridenour. Joe Topper, the Property Manager was also present.
2. **Proof of notice of meeting or waiver of notice:** Proof of notice was posted on-line and posted at the info board.
3. **April Meeting Minutes:** Frank Gaspar made a motion to approve the minutes. Glenn Davis seconded the motion and the vote to approve the motion was unanimous.
4. **April Financial Report:** The report was read and questions answered by Joe Topper. Frank Gaspar made a motion to approve the report and Ken Doran seconded the motion and the vote to approve the motion was unanimous.
5. **Architectural Control/Standards & Compliance Committee Report: Glenn Davis - Director**
 - A. **Annual Inspection:** Some are doing work.
 - B. **Patterson, #101.** Still no response from Mr Patterson. Mr Pattersons' property manager, Bass Lake Realty said that Mr Patterson intends to do the exterior repair/painting no later than May of this year. Joe Topper attempted on two occasions to reach Mr Patterson by phone with messages left on his voice mail and no call returned. Discussion to begin legal action to require Mr Patterson to repair/maintain his home and pay monetary fines due to inaction on Mr Pattersons part if work is not at least started by the end of May, 2013.
 - C. **Stricker - #63:** Ridgeline Homeowners Association and Joe Topper DBA Sierra Pines Property Management received a Notice of Case Closure from the Department of Fair Employment and Housing.
 - D. **Papagni - #75:** This property appears to have changed hands. A Board member was told that this property has changed hands and is now owned by a bank.
 - E. **Earls - #33:** A letter was sent to Ms Earls regarding a broken window for which a deadline chosen by Ms Earls has expired and too many pets on the property as well as a dog causing a nuisance. (The C.C. & R.'s only allow two ordinary house pets such as dogs, cats or birds in cages. If a person has two pets and one of them becomes pregnant, this rule is violated.) At this meeting, Board members witnessed the dog chained so that it could enter onto common area and with no apparent supervision. This is a violation of the rules.
6. **Common Grounds Report: Frank Gaspar or/and Ken Doran - Co-Directors**
 - A. **Common Area Maintenance:** A list of issues was presented to Clean Cut for action in April. Some issues unresolved are: Some repairs needed on carports. Finish re-paint the second of two stop sign stripes at entrances. Joe Topper will communicate these issues by e-mail to Clean Cut for action. There is some specific instruction regarding the trimming of entrance plants. Clean Cut is to consult with Sue Ridenour regarding this issue. Clean cut is to paint rear bumper of snowplow truck.

7. **Old Business:**

- A. **Propane Contract:** Three propane companies have bid the contract for Ridgeline propane service. The membership must vote to approve a contract for more than one year so Joe Topper was directed to send out a ballot for the vote. The current contractor will be sent a termination notice for the current contract which expires July 12, 2013. The deadline for the return of ballots will be May 31, 2013.
- B. **Clean up day: May 18, 2013:** Place your cuttings at the curb for pickup by Clean Cut.
- C. **Obtain copies of rental agreements according to C.C. & R.'s from all owners renting their properties:** A request will be sent out with the Propane Ballot.
- D. **Sewer System Update:** There is a public meeting at Little Church in the Pines at Bass Lake on Saturday, May 25, 2013 at 10:00 a.m. regarding the Sewer System at Bass Lake.

8. **New Business:**

- A. **Ursulla Weigand - #48:** Ms Weigand asked if anything could be done with regard to keeping the bears out of the Trash Dumpsters. Frank Gaspar will contact EMADCO and discuss the issue.
- B. **Janice Landsberg - #55:** Ms Landsberg was counseled by Larry Capsel regarding her ward, David. David is a nuisance to the letter carrier. The letter carrier has asked that David not be at the post boxes when she delivers the mail. Ms Landsberg has been asked not to allow David at the post boxes between 10:00 a.m. and 4:00 p.m..
- C. **Garage Sale/Yard Sale:** Memorial Day Weekend (Friday, Saturday and Sunday) Call Virgil DeGeorge for more information. 559-642-3932.

9. **Homeowner Forum & Letters: (3 Minute Limit).**

10. **Adjournment of Meeting at 10:00 a.m. The next Board Meeting 9:00a.m. on June 8, 2013.**

Questions? Call Joe Topper, Property Manager at 559-683-2850.

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RIDGELINE HOMEOWNERS ASSOCIATION
Annual Members Meeting Minutes
May 11, 2013

1. **Determination of Quorum:** The Board of Directors meeting was held at the North Shore Estates Clubhouse and was called to order at 10:00 a.m.. Board members present were Larry Capsel, Glenn Davis, Frank Gaspar, Ken Doran and Sue Ridenour. Joe Topper, the Property Manager was also present. 59 Ballots were received representing 51.7% of the owners. Eleven properties were represented by their owners in person.
2. **Proof of notice of meeting or waiver of notice:** Proof of notice was sent by first-class mail, posted on-line and posted at the info board.
3. **2012 Annual meeting minutes:** Christina Bilby made a motion to approve the May 12, 2012 Annual meeting minutes as written. Cindy Davis seconded the motion and the vote to approve the motion was unanimous.
4. **Report of the Association - Larry Capsel - President of the Board of Directors:** Larry Capsel reported that in the last year, plants and soil were added to the entrance areas and trees and boulders added to some sparse appearing areas. New irrigation was installed or old irrigation replaced. Some sewer lines were repaired or cleaned. Street lights were repaired and some parking bumpers were installed and some replaced. The snow plow truck received a new fuel pump and some trees were trimmed or removed. A new website was implemented and a yard sale was organized and we enjoyed the annual BBQ. All of this happened along with the normal weeding, blowing, plowing etc. etc. etc..
5. **Financial Report:** The report was read and explained by Joe Topper. He reported that there was \$7,411.86 in the operating account and \$125,579.76 in the reserve account. The Association is within its budget for this year.
6. **Old Business:**
 - A. **Memorial Day Yard Sale:** See Virgil DeGeorge. 642-3932
 - B. **Sewer Update:** A community informational meeting will be held on Saturday, May 25, 2013 at 10:00 a.m. at the Little Church in the Pines located at 39446 Road 434, Bass Lake, CA 93604.
 - C. **Bass Lake Dam update:** The dam work is completed.
7. **New Business:**
 - A. **Election Results:** Two board member positions were available. Two nominees were willing. The two nominees, Larry Capsel and Frank Gaspar were re-elected to 2 year terms on the Board of Directors. Thank you for your willingness to serve!
 - B. **Election of Corporate Officers:** Ken Doran made a motion to re-elect the current slate of officers which consists of Larry Capsel - President, Glenn Davis - Vice-President, Sue Ridenour - Treasurer and Joe Topper - Secretary. Glenn Davis seconded the motion and the vote to approve the motion was unanimous.
 - C. **Propane Contract:** The ballot for the choice of Propane provider for Ridgeline Development was explained to the owners present. This is good news in that there could be up to a 21% decrease in the cost of propane. The current propane provider will be sent a notice of termination of contract which expires on July 12, 2013. Ballots for election of a new propane provider will go out shortly and must be returned by May 31, 2013.

8. **Adjournment of Meeting at 11:06 a.m. The next Regular Board Meeting will be at 9:00 a.m. on June 8, 2013 followed by the Annual Member meeting 10:00 a.m. at the North Shore Estates Clubhouse.**

Questions? Call Joe Topper, Property Manager at 559-683-2850.

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The Association web site is: www.ridgelineho.org

The Association e - mail address is ridgelineho@hotmail.com

Those in Attendance:

**Frank & Maria Gaspar - #7
Kathy Sain-Meredith - #21
Christina Bilby - #31
Wayne Graveline - #42
Ken Doran - #84
Jackie Schick - #93
Joe Topper - Property Manager**

**Sue Ridenour - #8
Glenn & Cindy Davis - #28
Larry & Judy Capsel - #37
Dionne Encinas - #77
Donna Wolfe - Tenant - #91
Chuck & Diane Emrick - #103**

RIDGELINE HOMEOWNERS ASSOCIATION
Board of Directors Meeting Minutes
June 8, 2013

1. **Determination of Quorum:** The Board of Directors meeting was held at the North Shore Estates Clubhouse and was called to order at 9:00 a.m.. Board members present were Larry Capsel, Glenn Davis and Sue Ridenour. Ken Doran & Frank Gaspar were absent. Joe Topper, the Property Manager was also present.
2. **Proof of notice of meeting or waiver of notice:** Proof of notice was posted on-line and posted at the info board.
3. **May Meeting Minutes:** Sue Ridenour made a motion to approve the minutes. Glenn Davis seconded the motion and the vote to approve the motion was unanimous.
4. **May Financial Report:** The report was read and questions answered by Joe Topper. Glenn Davis made a motion to approve the report and Sue Ridenour seconded the motion and the vote to approve the motion was unanimous.
5. **Architectural Control/Standards & Compliance Committee Report: Glenn Davis - Director**
 - A. **Annual Inspection:** Some are doing work, some have not.
 - B. **Patterson, #101.** No Communication. Joe Topper has left numerous messages on Mr Pattersons answering machine.
 - C. **Papagni - #75:** Waiting to obtain a date that Ms Papagni will no longer own the property.
 - D. **Earls - #33:** Ms Earls attended this meeting. There was discussion with her regarding the pet rules in the C.C. & R.'s, and the Rules and noise nuisances in the night coming from her home. Ms Earls was given 30 days from today to remove all but two animals from her home and to notify Joe Topper when that had been accomplished. Joe Topper was to re-send a letter that Ms Earls claims she did not receive regarding this issue. Ms Earls was reminded that Joe Topper had more than one conversation with her regarding all of these issues. Joe Topper will also send Ms Earls a copy of the C. C. & R.'s and Rules.
 - E. **Painting Policy:** The Board directed Joe Topper to send a copy of the current paint policy out along with the quarterly billing.
6. **Common Grounds Report: Frank Gaspar or/and Ken Doran - Co-Directors**
 - A. **Common Area Maintenance:** Report attached.
7. **Old Business:**
 - A. **Sewer System Update:** Larry Capsel is attending meetings of the Sewer Committee.
 - B. **Bears and Trash:** We will be leasing 2 bear proof trash dumpsters to test.
8. **New Business:**
 - A. **Community Barbeque:** October 12, 2013
9. **Homeowner Forum & Letters: (3 Minute Limit).**
10. **Adjournment of Meeting at 10:30 a.m. The next Board Meeting 8:00 a.m. on July 13, 2013.**

Questions? Call Joe Topper, Property Manager at 559-683-2850.

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**Ridgeline Homeowners Association
P.O. Box 442
Oakhurst, CA 93644-0442
e-mail is: ridgelineho@hotmail.com
www.ridgelineho.org**

Those in Attendance:

Larry & Judy Capsel - #37

Glenn & Cindy Davis - #28

Lynn Earls - #33

Chuck & Diane Emrick - #103

Jackie Schick - #103

RIDGELINE HOMEOWNERS ASSOCIATION**Ridgeline Homeowners**
Board of Directors Meeting Minutes
July 13, 2013

1. **Determination of Quorum:** The Board of Directors meeting was held at the North Shore Estates Clubhouse and was called to order at 8:03 a.m.. Board members present were Larry Capsel, Glenn Davis, Ken Doran, Frank Gaspar and Sue Ridenour. Joe Topper, the Property Manager was also present.
2. **Proof of notice of meeting or waiver of notice:** Proof of notice was posted on-line and posted at the info board.
3. **June Meeting Minutes:** Frank Gaspar made a motion to approve the minutes. Ken Doran seconded the motion and the vote to approve the motion was unanimous.
4. **June Financial Report:** The report was read and questions answered by Joe Topper. Sue Ridenour made a motion to approve the report and Glenn Davis seconded the motion and the vote to approve the motion was unanimous.
5. **Architectural Control/Standards & Compliance Committee Report: Glenn Davis - Director**
 - A. **Annual Inspection:** Some are doing work, some have not. Glenn reported that out of 22 units, 7 have completed their work and 3 were in progress.
 - B. **Patterson, #101.** We have received a request from Mr Patterson for correct paint colors to repaint his home. He also asked permission to paint his deck one of two submitted colors. The Architectural committee will review and respond by the first of the week..
 - C. **Papagni - #75:** Waiting to obtain a date that Ms Papagni will no longer own the property.
 - D. **Earls - #33:** Ms Earls was sent a copy of the C.C. & R.'s and the Rules by mail sent certified, return receipt. We have received the receipt that she received the package. Ms Earls was sent a letter dated July 8, 2013 regarding a pet incident that was observed on July 1, 2013. This letter included a \$50.00 monetary fine for the rule violation. Ms Earls has not contacted Joe Topper to report that she has reduced the pet count in her residence to no more than two by the 30 day time limit given her on June 8, 2013. Ms Earls was sent a letter and monetary fine of \$50.00 on July 12, 2013 regarding an early morning noise disturbance at her residence that ended when a Deputy Sheriff arrived to end the disturbance.
 - E. **Delgado - #43 Letter regarding the Paint policy:** Raised issues regarding the change in opinion as to what were once Board approved paint colors which now are unapproved.
 - F. **Estrada - #65:** Joe Topper spoke to an occupant at the house today. She said that she was renting the house as a vacation rental. She also said that she was related to the owner..
6. **Common Grounds Report: Frank Gaspar or/and Ken Doran - Co-Directors**
 - A. **Common Area Maintenance:** Report attached. Hand rails to be painted as needed. Ask Cleancut to mow right-of-way to edge of Foxboro and dead sweet peas at #106. Joe is to have the carport posts repaired and painted.
 - B. **Stop Signs:** Frank Gaspar will be refinishing the stop signs. Joe Topper is to obtain 2 temporary stop signs to replace the existing wooden signs so they can be refinshed.
 - C. **Trash pickup schedule:** Joe Topper was directed to change the pickup schedule. Instead of all dumpsters emptied on Fridays, one of each pair to be emptied on Tuesdays as well.

7. Old Business:

A. Sewer System Update: Larry Capsel says that the County is sending out ballots for the sewer renovation. Frank Gaspar made a motion to send postcards to all owners with the Board of Directors recommendation to vote yes on the ballot. Ken Doran seconded the motion and the vote to accept the motion was unanimous.

B. Reminder: Community Barbeque on Saturday, October 12, 2013.

8. New Business:

A. None.

9. Homeowner Forum & Letters: (3 Minute Limit).

10. Adjournment of Meeting at 9:50 a.m. The next Board Meeting 8:00 a.m. and Owners meeting at 9:00 a.m. on August 10, 2013.

Questions? Call Joe Topper, Property Manager at 559-683-2850.

The physical location of the RHOA office is:

**Sierra Pines Property Management
40320 Oak Park Way, Suite S
Oakhurst, California
Ph: 559-683-2850 Fx: 559-683-2285 e-mail spm@sti.net**

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Those in Attendance:

Larry Capsel - #37

Glenn Davis - #28

Sue Ridenour - #8

Frank Gaspar - #7

Ken Doran - #84

Chuck & Diane Emrick - #103

RIDGELINE HOMEOWNERS ASSOCIATION
Board of Directors Meeting Minutes
August 10, 2013

1. **Determination of Quorum:** The Board of Directors meeting was held at the North Shore Estates Clubhouse and was called to order at 8:05 a.m.. Board members present were Larry Capsel, Glenn Davis, Ken Doran, Frank Gaspar and Sue Ridenour. Joe Topper, the Property Manager was also present.
2. **Proof of notice of meeting or waiver of notice:** Proof of notice was posted on-line and posted at the info board.
3. **July Meeting Minutes:** Ken Doran made a motion to approve the minutes. Glenn Davis seconded the motion and the vote to approve the motion was unanimous.
4. **July Financial Report:** The report was read and questions answered by Joe Topper. Frank Gaspar made a motion to approve the report and Ken Doran seconded the motion and the vote to approve the motion was unanimous. Obtain total rv space fund. Check for \$100 to vol fire dept.
5. **Architectural Control/Standards & Compliance Committee Report: Glenn Davis - Director**
 - A. **Annual Inspection:** Some are doing work, some have not. Glenn reported that out of 22 units, 7 have completed their work and 3 were in progress. We will send a reminder to those not in compliance in the September mailing.
 - B. **Patterson, #101.** The Architectural committee reviewed the owners selection and responded to Mr Pattersons' request. No response from Mr Patterson.
 - C. **Papagni - #75:** Waiting to obtain a date that Ms Papagni will no longer own the property.
 - D. **Earls - #33:** More issues regarding loose dog, barking dog. Loud noises late at night.
 - E. **Lepper - #19:** Requested that his new rails be allowed to remain natural color. Board ok.
6. **Common Grounds Report: Frank Gaspar or/and Ken Doran - Co-Directors**
 - A. **Common Area Maintenance:** Report attached. Hand rails to be painted as needed. Ask Cleancut to mow right-of-way to edge of Foxboro and dead sweet peas at #106. Joe is to have the carport posts repaired and painted. Done. Ask Clean Cut to re-paint stripes on Smoke tree trail and as needed. Blow off carports, kill green weeds around new trees that are being watered.
 - B. **Stop Signs:** Frank Gaspar will be refinishing the stop signs. Joe Topper has obtained 2 temporary stop signs to replace the existing wooden signs so they can be refinished.
7. **Old Business:**
 - A. **Sewer System Update:** Ballots are out.
 - B. **Reminder:** Community Barbeque on Saturday, October 12, 2013.
8. **New Business:**
 - A. **Bids:** Hot Asphalt crack sealing. Get at least two bids.
 - B. **Contribution:** It was agreed to contribute \$100.00 to the Bass Lake Volunteer Fire Department.
9. **Homeowner Forum & Letters: (3 Minute Limit).**

10. **Adjournment of Meeting at 9:01 a.m. Owners meeting at 9:01 a.m. and adjourned at 10:09 a.m.. The next Board Meeting 8:00 a.m. and Owners meeting at 9:00 a.m. on September 14, 2013.**

Questions? Call Joe Topper, Property Manager at 559-683-2850.

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**Sierra Pines Property Management
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Those in Attendance:

Larry & Judy Capsel - #37

Glenn Davis - #28

Sue Ridenour - #8

Frank Gaspar - #7

Ken Doran - #84

Chuck & Diane Emrick - #103

RIDGELINE HOMEOWNERS ASSOCIATION
Board of Directors Meeting Minutes
September 14, 2013

1. **Determination of Quorum:** The Board of Directors meeting was held at the North Shore Estates Clubhouse and was called to order at 8:00 a.m.. Board members present were Larry Capsel, Glenn Davis, Ken Doran, Frank Gaspar and Sue Ridenour. Joe Topper, the Property Manager was also present.
2. **Proof of notice of meeting or waiver of notice:** Proof of notice was posted on-line and posted at the info board.
3. **August Meeting Minutes:** Frank Gaspar made a motion to approve the minutes. Ken Doran seconded the motion and the vote to approve the motion was unanimous.
4. **August Financial Report:** The report was read and questions answered by Joe Topper. Glenn Davis made a motion to approve the report and Sue Ridenour seconded the motion and the vote to approve the motion was unanimous. Check for \$100 to vol fire dept.
5. **Architectural Control/Standards & Compliance Committee Report: Glenn Davis - Director**
 - A. **Annual Inspection:** Some are doing work, some have not. Glenn reported that out of 22 units, 7 have completed their work and 3 were in progress. We will send a reminder to those not in compliance in the September mailing.
 - B. **Patterson, #101.** The Architectural committee reviewed the owners selection and responded to Mr Pattersons' request. No response from Mr Patterson.
 - C. **Papagni - #75:** Waiting to obtain a date that Ms Papagni will no longer own the property.
 - D. **Earls - #33:** More issues regarding loose dog, barking dog. Loud noises late at night.
 - E. **Lepper - #19:** Requested that his new rails be allowed to remain natural color. Board okayed.
6. **Common Grounds Report: Frank Gaspar or/and Ken Doran - Co-Directors**
 - A. **Common Area Maintenance:** Report attached. Hand rails to be painted as needed. Ask Cleancut to mow right-of-way to edge of Foxboro and dead sweet peas at #106. Joe is to have the carport posts repaired and painted. Done. Ask Clean Cut to re-paint stripes on Smoke tree trail and as needed. Blow off carports, kill green weeds around new trees that are being watered.
 - B. **Stop Signs:** Frank Gaspar will be refinishing the stop signs. Joe Topper has obtained 2 temporary stop signs to replace the existing wooden signs so they can be refinished.
7. **Old Business:**
 - A. **Sewer System Update:** Ballots are out.
 - B. **Reminder:** Community Barbeque on Saturday, October 12, 2013.
8. **New Business:**
 - A. **Bids:** Hot Asphalt crack sealing. Get at least two bids.

- B. Contribution:** It was agreed to contribute \$100.00 to the Bass Lake Volunteer Fire Department.
9. **Homeowner Forum & Letters: (3 Minute Limit).**
10. **Adjournment of Meeting at 9:01 a.m. Owners meeting at 9:01 a.m. and adjourned at 10:09a.m.. The next Board Meeting 8:00 a.m. and Owners meeting at 9:00 a.m. on October12, 2013.**

Questions? Call Joe Topper, Property Manager at 559-683-2850.

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Those in Attendance:

Larry & Judy Capsel - #37

Glenn Davis - #28

Sue Ridenour - #8

Frank Gaspar - #7

Ken Doran - #84

Chuck & Diane Emrick - #103

RIDGELINE HOMEOWNERS ASSOCIATION
Board of Directors Meeting Minutes
October 12, 2013

1. **Determination of Quorum:** The Board of Directors meeting was held at the North Shore Estates Clubhouse and was called to order at 8:09 a.m.. Board members present were Larry Capsel, Glenn Davis, Ken Doran and Sue Ridenour. Joe Topper, the Property Manager was also present. Frank Gaspar had an excused absence.
2. **Proof of notice of meeting or waiver of notice:** Proof of notice was posted on-line and posted at the info board.
3. **September Meeting Minutes:** Ken Doran made a motion to approve the minutes w/minor changes. Glenn Davis seconded the motion and the vote to approve the motion was unanimous.
4. **September Financial Report:** The report was read and questions answered by Joe Topper. Sue Ridenour made a motion to approve the report and Ken Doran seconded the motion and the vote to approve the motion was unanimous.
5. **Architectural Control/Standards & Compliance Committee Report: Glenn Davis - Director**
 - A. **Annual Inspection:** A new Inspection was completed on October 1, 2013. Notices of issues were sent to 21 owners. 4 Owners who had been sent correction notices from issues two years ago and did not correct them by October 1, 2012 and who had been receiving monthly \$50.00 monetary penalties have still not corrected their issues.
 - B. **Papagni - #75:** Waiting to obtain a date that Ms Papagni will no longer own the property.
 - C. **Earls - #32:** More issues regarding loose dog, barking dog. Loud noises late at night.
 - D. **Emrick - #46:** Notified of the need to disclose to future owners an encroachment of new stairs.
 - E. **TJC Enterprises - #39:** This new owner had common area tree limbs trimmed and at least one tree removed. This owner was warned regarding this issue that is a violation.
6. **Common Grounds Report: Frank Gaspar or/and Ken Doran - Co-Directors**
 - A. **Common Area Maintenance:** Clean Cut asked to re-paint stripes on Smoke tree trail and as needed. Blow off carports, kill green weeds around new trees that are being watered. Removed clover.
 - B. **Stop Signs:** Frank Gaspar finished the stop sign repairs/repainting. Thanks Frank!
7. **Old Business:**
 - A. **Sewer System Update:** Measure passed. Cash price \$6,693.88 billed 3.28.2014.
 - B. **Reminder:** Community Barbeque on Saturday, October 12, 2013. At 11:30 a.m..
 - C. **Bids:** Hot Asphalt crack sealing. Second bid received. Sue Ridenour made a motion to approve the crack sealing by California Paving and the repairs by Sparks grading and paving. Ken Doran seconded the motion and the motion was passed unanimously.
8. **New Business:**
 - A. **2014 Budget:** Study material was given to all board members for review prior to the November Board meeting.
 - B. **Cal Fire:** Representatives from Cal Fire gave us a talk regarding landscape maintenance and warned us that this time of the year when it is so dry but turning cold that it is very important to clean

chimneys and clear roofs of leaf and pine needle debris. Also, Check your smoke detectors and carbon monoxide detectors.

9. **Homeowner Forum & Letters: (3 Minute Limit).**

10. **Adjournment of Meeting at 10:09 a.m. The next Board Meeting 8:00 a.m. and Owners meeting at 9:00 a.m. on October 12, 2013.**

Questions? Call Joe Topper, Property Manager at 559-683-2850.

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Those in Attendance:

Larry & Judy Capsel - #37

Glenn Davis - #28

Sue Ridenour - #8

Ron & Cindi Dukat - #33

Ken Doran - #84

Chuck & Diane Emrick - #103

Jim Lutter - #43

Bob & Marjorie Lindsey - #97

RIDGELINE HOMEOWNERS ASSOCIATION
Board of Directors Meeting Minutes
November 9, 2013

1. **Determination of Quorum:** The Board of Directors meeting was held at the North Shore Estates Clubhouse and was called to order at 8:07a.m. Board members present were Larry Capsel, Glenn Davis, Ken Doran, Frank Gaspar and Sue Ridenour. Joe Topper, the Property Manager was also present.
2. **Proof of notice of meeting or waiver of notice:** Proof of notice was posted on-line and posted at the info board.
3. **October Meeting Minutes:** Frank Gaspar made a motion to approve the minutes. Ken Doran seconded the motion and the vote to approve the motion was unanimous.
4. **October Financial Report:** The report was read and questions answered by Joe Topper. Glenn Davis made a motion to approve the report and Sue Ridenour seconded the motion and the vote to approve the motion was unanimous.
5. **Architectural Control/Standards & Compliance Committee Report: Glenn Davis - Director**
 - A. **Annual Inspection:** One owner who had been charged a \$50.00 fine per month for not complying with the house repair/maintenance policy has now come into compliance.
 - B. **Papagni - #75:** The Board has issued Joe direction to prepare and caused to be served a small claims action regarding this owner and unpaid assessments and monetary fines due to failure to comply with owner repair and maintenance issues.
 - C. **Patterson - #101:** The Board has issued Joe direction to prepare and caused to be served a small claims action regarding unpaid monetary fines due to parking violations and failure to comply with owner repair and maintenance issues.
 - D. **Earls - #32:** More issues regarding loose dog, barking dog.
 - E. **#102/#100 area:** Tree limbs/trash to be picked up by Clean Cut.
6. **Common Grounds Report: Frank Gaspar or/and Ken Doran - Co-Directors**
 - A. **Common Area Maintenance:** Clean Cut asked to re-paint stripes on Smoke Tree Trail and as needed. Blow off carports. Check and repair carport posts. Clear drains. Joe will e-mail Clean Cut and forward instructions to Board of Directors.
7. **Old Business:**
 - A. **Clean Cut Swale cutting approved bid:** As their schedule permits.
 - B. **Crack sealing/repairs:** Hot Asphalt crack sealing repairs. Contractors schedule did not permit this season.
8. **New Business:**
 - A. **2014 Budget:** Frank Gaspar made a motion to approve the proposed 2014 Budget. Ken Doran seconded the motion and the vote to approve the motion was unanimous.
 - B. **Three more Bear proof dumpsters:** Frank Gaspar made a motion to replace the remaining three dumpsters with the bear proof type. Ken Doran seconded the motion and the vote to approve the motion was unanimous.
 - C. **Retaining Wall at Saddleback road:** Ken Doran replaced a bad rail road tie. Joe was asked to obtain bids to add a post between each existing posts to further strengthen the retaining wall.

9. Homeowner Forum & Letters: (3 Minute Limit).

10. Adjournment of Meeting at 10:10 a.m. The next Board Meeting 8:00 a.m. and Owners meeting at 9:00 a.m. on January 11, 2014.

Questions? Call Joe Topper, Property Manager at 559-683-2850.

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Those in Attendance: Chuck & Diane Emrick - #103