

RIDGELINE HOMEOWNERS ASSOCIATION
Board of Directors Meeting Minutes
January 9, 2016

1. Welcome: Glenn Davis - President

- A. Determination of Quorum:** The meeting was held at the North Shore Estates Clubhouse and was called to order at 8:06 a.m.. Board members present were Glenn Davis, Larry Capsel, Ken Doran and Sue Ridenour.. Joe Topper, the Property Manager was also present. Frank Gaspar was absent.
- B. Proof of notice of meeting or waiver of notice:** Proof of notice was posted on-line and posted at the info board and sent by first class mail to all owners in the Newsletter.

2. Reports of Officers: Larry Capsel - Treasurer

- A. Reading of minutes of preceding meeting:** Larry Capsel made a motion to waive the reading of the minutes of the November 14, 2015 Board of Directors meeting and corrections were made grammatically. Sue Ridenour seconded the motion and the vote approve the motion was unanimous.
- B. Reading of Financial Report:** The report for November and December was presented for review and read.

3. Reports of Committees.

- A. Architectural Control/Standards & Compliance Committee Report: Glenn Davis:**
 - 1. Concrete Driveway #99:** This work will be done when the weather is more favorable.
 - 2. House on Smoke Tree Trail, #32:** Issues are soon to be concluded.
- B. Common Area Committee Report: Frank Gaspar:**
 - 1. Common Area Maintenance:** ok
 - 2. Water Valves in Street:** Bass Lake Water company agreed to raise the water valve boxes in the street to street level.
 - 3. Asphalt Work Bid:** Subject to favorable weather.
 - 4. Tree work:** Subject to contractors schedule.
 - 5. Sand Barrels:** It was suggested the the word "Sand" be painted on the sand barrels so that people might not put their trash in them.

4. Old Business:

- A. Pet Leash/waste policy:** Sue Ridenour made a motion to accept the policy, Ken Doran seconded the motion and the vote to approve the policy was unanimous.

5. New Business:

- A. Communication:** The Board discussed the importance of communication within and amongst the Board members, the property manager and concerned homeowners. There is always room for improvement.

B. Neighborhood Watch: Everyone is encouraged to keep a sharp eye out for suspicious activity and call it in.

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

7 Adjournment: 8:45 a.m. The next Board Meeting begins at 8:00 a.m, February 13, 2016.

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
<https://ridgelineho.wix.com/ridgelineho>**

Homeowners present:

Sue Ridenour - #8

Glenn Davis -#28

Larry Capsel - #37

Ken Doran - #84

RIDGELINE HOMEOWNERS ASSOCIATION
Board of Directors Meeting Minutes
February 13, 2016

1. **Welcome: Glenn Davis - President, Larry Capsel in Glenn's absence.**
 - A. **Determination of Quorum:** The meeting was held at the North Shore Estates Clubhouse and was called to order at 8:06 a.m.. Board members present were Larry Capsel, Ken Doran and Frank Gaspar.. Sue Ridenour and Glenn Davis were Absent. Joe Topper, the Property Manager was also present.
 - B. **Proof of notice of meeting or waiver of notice:** Proof of notice was posted on-line and posted at the info board and sent by first class mail to all owners in the Newsletter.
2. **Reports of Officers: Larry Capsel - Treasurer**
 - A. **Reading of minutes of preceding meeting:** Ken Doran made a motion to waive the reading of the minutes of the January 9, 2016 Board of Directors meeting. Frank Gaspar seconded the motion and the vote to approve the motion was unanimous.
 - B. **Reading of Financial Report:** The report for January was presented for review and read.
3. **Reports of Committees.**
 - A. **Architectural Control/Standards & Compliance Committee Report: Glenn Davis:**
 1. **Concrete Driveway #99:** This work will be done when the weather is more favorable.
 2. **House on Smoke Tree Trail, #32:** Issues are soon to be concluded.
 - B. **Common Area Committee Report: Frank Gaspar:**
 1. **Common Area Maintenance: Concern regarding keeping drains clear. Give contractor a list of issues that must be addressed weekly.** Check light poles #1 and #23.. Discussion re: cars parking in such a way as to interfere with garbage truck pickup. Joe check on agencies re grants to remove forest service trees near our land.
 2. **Water Valves in Street:** Bass Lake Water company agreed to raise the water valve boxes in the street to street level. They fixed two. There is still one to go.
 3. **Asphalt Work Bid:** Subject to favorable weather.
 4. **Tree work:** Subject to contractors schedule. Week of 22 Feb is tentative.
4. **Old Business:**
 - A. **Neighborhood Watch:** If you see suspicious activity , Call Sheriff, then call the watch captain.
5. **New Business:**
 - A. **Communication:** The Board discussed the importance of communication within and amongst the Board members, the property manager and concerned homeowners. There is always room for improvement.

B. Recycle: Joe will alert Trash company of change of one dumpster at Saddleback and Big Pine trail to a recycle dumpster.

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

7 Adjournment: 10:25 a.m.. The next Board Meeting begins at 8:00 a.m, March 12, 2016.

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

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<https://ridgelineho.wix.com/ridgelineho>**

Homeowners present:

Frank Gaspar - #7

Larry Capsel - #37

Ken Doran - #84

Chuck & Diane Emrick - #103

Jon & Carole Smoot - #36

RIDGELINE HOMEOWNERS ASSOCIATION
Board of Directors Meeting Minutes
March 12, 2016

1. **Welcome: Glenn Davis - President**
 - A. **Determination of Quorum:** The meeting was held at the North Shore Estates Clubhouse and was called to order at 8:04 a.m.. Board members present were Larry Capsel, Ken Doran, Frank Gaspar, Sue Ridenour and Glenn Davis. Joe Topper, the Property Manager was also present.
 - B. **Proof of notice of meeting or waiver of notice:** Proof of notice was posted on-line and posted at the info board and sent by first class mail to all owners in the Newsletter.
2. **Reports of Officers: Larry Capsel - Treasurer**
 - A. **Reading of minutes of preceding meeting:** Larry Capsel made a motion to waive the reading of the minutes of the February 13, 2016 Board of Directors meeting and approve the draft presented with changes. Sue Ridenour seconded the motion and the vote to approve the motion was unanimous.
 - B. **Reading of Financial Report:** The report for February was presented for review and read.
3. **Reports of Committees.**
 - A. **Architectural Control/Standards & Compliance Committee Report: Glenn Davis:**
 1. **Concrete Driveway #99:** This work will be done when the weather is more favorable.
 2. **House on Smoke Tree Trail, #32:** Issues are soon to be concluded.
 - B. **Common Area Committee Report: Frank Gaspar:**
 1. **Common Area Maintenance:** Light poles #1 and #23 fixed. Joe spoke to occupants regarding parking that interferes with garbage truck. Joe to check on agencies re grants to remove forest service trees near our land.
 2. **Asphalt Work Bid:** Subject to favorable weather.
 3. **Tree trimming /removal project:** Contractor to finish soon.
4. **Old Business:**
 - A. **Neighborhood Watch:** If you see suspicious activity , Call Sheriff, then the neighborhood watch Captain..
 - B. **Recycle:** Notices will be sent to owners regarding new dumpster.
5. **New Business:**
 - A. **Entrance Signs:** Frank Gaspar has agreed to refurbish and repaint entrance signs. Larry made a motion to approve the work for less than \$1,000.00. Ken Doran seconded the motion and the vote to approve the motion was unanimous.
 - B. **Rail near #72:** Joe to have rail repaired.
 - C. **Carport repair at #61:** Joe to make sure repair is done.
 - D. **Trash cans to be numbered:** Joe to have that done.

- E. **Memorial Day Yard Sales:** The Board has no objection to owners holding yard sales on Memorial Day weekend.
6. **Homeowner Forum & Letters: (3 Minute Limit).** A homeowner expressed concern regarding forest service trees adjacent to the RHOA western boundary.
- 7 **Adjournment:** 10:25 a.m.. The next Board Meeting begins at 8:00 a.m, April 9, 2016

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

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Sierra Pines Property Management
40320 Oak Park Way, Suite S
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<https://ridgelineho.wix.com/ridgelineho>

Homeowners present:

Frank Gaspar - #7	Glenn Davis - #28	Larry & Judy Capsel - #37	Ken Doran - #84
Sue Ridenour - #8	Jim Lutter - #43		

RIDGELINE HOMEOWNERS ASSOCIATION
Board of Directors Meeting Minutes
April 9, 2016

1. **Welcome: Glenn Davis - President**
 - A. **Determination of Quorum:** The meeting was held at the North Shore Estates Clubhouse and was called to order at 8:04 a.m.. Board members present were Larry Capsel, Frank Gaspar, Sue Ridenour and Glenn Davis. Joe Topper, the Property Manager was also present. Ken Doran was Absent
 - B. **Proof of notice of meeting or waiver of notice:** Proof of notice was posted on-line and posted at the info board and sent by first class mail to all owners in the Newsletter.
2. **Reports of Officers: Larry Capsel - Treasurer**
 - A. **Reading of minutes of preceding meeting:** Sue Ridenour made a motion to waive the reading of the minutes of the March 12, 2016 Board of Directors meeting and approve the draft presented with changes. Larry Capsel seconded the motion and the vote to approve the motion was unanimous.
 - B. **Reading of Financial Report:** The report for March was presented for review and read.
3. **Reports of Committees.**
 - A. **Architectural Control/Standards & Compliance Committee Report: Glenn Davis:**
 1. **Concrete Driveway #99:** This work will be done when the weather is more favorable.
 2. **House on Smoke Tree Trail, #32:** Issues are soon to be concluded. \$50.00 per day fine beginning April 18th, 2016 due to trash around exterior of house.
 - B. **Common Area Committee Report: Frank Gaspar:**
 1. **Common Area Maintenance:**
 2. **Asphalt Work Bid:** Subject to favorable weather. Re seal and stripe in 2017.
 3. **Tree trimming /removal project:** Contractor to finish soon.
 4. **Frank Gaspar will rebuild and paint entrance signs.**
4. **Old Business:**
 - A. **Neighborhood Watch:** If you see suspicious activity, Call the Sheriff, then the neighborhood watch Captain..
 - B. **Recycle:** Notices were sent to owners regarding new dumpster. Lid to be painted blue.
 - C. **Barbeque:** September 24th?
 - D. **Repair stair rail near #72:**
 - E. **Carport repairs:**
 - F. **Trash Cans numbered.**
5. **New Business:**
 - A. **Memorial Day yard Sales:** The Board has no objection to owners holding yard sales on Memorial Day weekend.
 - B. **Annual Meeting May 14th, 2016.**
6. **Homeowner Forum & Letters: (3 Minute Limit).**
7. **Adjournment: 10:25 a.m.. The next Board Meeting begins at 9:00 a.m, May 14, 2016**

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

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Homeowners present:

Frank Gaspar - #7

Glenn Davis - #28

Larry & Judy Capsel - #37

Jim & Carla Lutter - #43

Sue Ridenour - #8

RIDGELINE HOMEOWNERS ASSOCIATION
Annual Members Meeting Minutes
May 14, 2016

1. **Determination of Quorum:** The annual members 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 and Sue Ridenour. Ken Doran was absent. Joe Topper, the Property Manager was also present. 11 unit owners were present. 43 by proxy. The total was 54 and was short of a quorum by 4. The meeting will continue for information purposes, however, no election will be conducted. According the By-Laws, the annual meeting was re-scheduled for May 27th, 2016 at 7:00 p.m. at 40518 Saddleback Road where a quorum for a re-scheduled meeting must be at least 38 in person or by proxy.
2. **Proof of notice of meeting or waiver of notice:** Notice was sent by first-class mail, posted on-line and posted at the info board.
3. **2015 Annual meeting minutes:** The minutes were distributed by mail after the 2015 meeting and are online for review by the membership.
4. **Report of the Association - Glenn Davis - President of the Board of Directors:** Glenn that normal repairs and maintenance of small items were accomplished in the last 12 months. Due to the Pine Beetle tree infection, many trees were removed form the subdivision at an expense of \$18,950.00 There were also some retaining wall and sidewalk repairs accomplished. The next 12 months will see some asphalt repair, more dead trees removed, a driveway replaced and signs will be renovated. We are also looking forward to an excellent annual BBQ.
5. **Financial Report - Larry Capsel: Reserve Account:** Larry reported that at the last annual meeting, we had \$156,411.60 in our reserve account. Thi8s year we have \$166,733.25. And increase fo \$10,321.65 with all necessary repairs completed. There were expenditures from the reserve account of \$19,930.29. The target for the Reserve account balance for this year is \$166,059.00 We have already met that goal but we will have unbudgeted expenditures regarding tree removal that will have to be paid. Even with the un-budgeted tree work, we will be able to meet our goals. **Operating Account:** At the last annual meeting, our checking account balance was \$23,443.13. April 30 of this year, the checking account balance is \$33,170.45 and increase of \$9,727.32 from last year. Your Board of Directors is doing a very good job of being fiscally conservative with the quarterly assessment being \$240.00 per quarter per household.
6. **Old Business:**
 - A. None.
7. **New Business:**
 - A. **Election:** There are three board member positions available. Only three persons volunteered for the ballot this year. They are existing directors, Glenn Davis and Sue Ridenour. The other volunteer is Clyde Schaefer. Since there was not a quorum, The meeting will continue for information purposes, however, no election will be conducted. According the By-Laws, the annual meeting was re-scheduled as stated within the first paragraph of these minutes.
 - B. **Election of Board Officers:** Election of Board officers by the new Board will be held at the next regular Board of Directors Meeting.
8. **Owners Comments:** None
9. **Adjournment of Meeting at 11:09 a.m. The next Regular Board Meeting will be at 8:00 a.m. on June 11, 2016 at the North Shore Estates Clubhouse.**

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

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Oakhurst, CA 93644-0442

The Association web site is: www.ridgelineho.org

The Association e-mail address is <https://ridgelineho.wix.com/ridgelineho>

Those in Attendance:

Frank Gaspar - #7

Larry & Trisha Sisk - #18

Jon & Carole Smoot - #36

Clyde Schaefer - #41

Bob Lindsay - #97

Sue Ridenour - #8

Glenn & Cindy Davis - #28

Larry & Judy Capsel - #37

Jim Lutter - #43

Robert Curran - #99

RIDGELINE HOMEOWNERS ASSOCIATION
Board of Directors Meeting Minutes
June 11, 2016

1. **Welcome: Glenn Davis - President**
 - A. **Determination of Quorum:** The meeting was held at the North Shore Estates Clubhouse and was called to order at 8:13 a.m.. Board members present were Larry Capsel, Glenn Davis, Frank Gaspar, Clyde Schaefer and Sue Ridenour. Joe Topper, the Property Manager was also present.
 - B. **Proof of notice of meeting or waiver of notice:** Proof of notice was posted on-line and posted at the info board and sent by first class mail to all owners in the Newsletter.
2. **Reports of Officers: Glenn Davis - President**
 - A. **Reading of minutes of preceding meeting:** Sue Ridenour made a motion to waive the reading of the minutes of the May 14, 2016 Board of Directors meeting and approve the draft minutes as presented.. Frank Gaspar seconded the motion and the vote to approve the motion was unanimous.
 - B. **Reading of Financial Report:** The report for May was presented for review and read.
3. **Reports of Committees.**
 - A. **Architectural Control/Standards & Compliance Committee Report: Glenn Davis:**
 1. **Concrete Driveway 40653 Foxboro Court and retaining wall:** Completed.
 2. **House at 50839 Smoke Tree Trail:** The house is empty and exterior cleaned up.
 3. **Number Trash Cans:** Completed
 4. **A letter was sent to the owner of 40459 Saddleback Road:** Request for owner to remove exterior hazard stairs and deck by June 30, 2016 or it will be removed at owner expense.
 5. **Annual home inspections:** The homes will be inspected 09/30/2016.
 6. **40604 Road 222:** A letter was sent to the homeowner regarding constructed components on the common area that must be removed by July 30, 2016.
 - B. **Common Area Committee Report: Frank Gaspar:**
 1. **Common Area Maintenance:** Tyler's Maintenance on the job.
 2. **Asphalt Work Bid:** Repairs subject to scheduling. Reseal and stripe in 2017.
 3. **Tree trimming /removal project:** Clean Cut bid the job of removing current crop of dead trees at between \$19,000.00 and \$24,000.00. Larry made a motion to approve the bid, Frank Gaspar seconded the motion and the vote to approve the motion was unanimous. Larry Capsel volunteered to investigate grant availability for dead tree removal in adjoining forest..
 4. **Entrance Signs:** Frank Gaspar will rebuild and repaint.
 5. **Exterior light : 40696 Road 222 -** The fixture and wall are now clean.
 6. **Send notice out regarding cleaning off roofs, i.e. pine needles with newsletter.**
 7. **Road side weed abatement:** Tyler will be directed to clean right of way for \$100.00 once RHOA weeding has been completed.
4. **Old Business:**
 - A. **Neighborhood Watch:** If you see suspicious activity, call the Sheriff, then the Neighborhood Watch Street Captain.
 - B. **Barbeque:** October 1st.

5. **New Business:**

- A. **Election of Board Officers:** Larry made a motion to elect a slate of officers consisting of Glenn Davis for President, Clyde Schaefer for Vice President, Larry Capsel for Chief Financial Officer. Joe Topper for Secretary. Sue Ridenour seconded the motion and the vote to approve the motion was unanimous.
- B. **Boat Yard:** An issue was raised regarding bad boat covers, lack of registration and parking within the boundaries lines of each individual parking space. A decision was made to send notices to all boat owners regarding this issue.
- C. **Trash Pickup:** An extra trash pickup will be made for the 4th of July and Labor day weekend.
- D. **Tree & Shrub Policy: Artificial Plants:** Sue Ridenour made a motion that artificial plants would not be allowed to be placed on the common area. Approved Artificial turf is accepted. An inspection will be made of the common area and a notice will be sent to homeowners who have artificial plants near their homes on the common area and they will have until July 30, 2016 to remove them. Clyde Schaefer seconded the motion. After discussion, the vote to approve the motion was three votes for the motion and two votes against the motion, the motion passed. **A reminder to Homeowners: The Tree & Shrub policy states that you may not remove existing plants from the common area without Board approval. Removal of existing plants from the common area is a violation of the policy and is a violation of the C.C. & R.'s and may subject the violator to monetary penalties.**
- E. **Special Assessment, Dead Tree Expense:** Sue Ridenour made a motion to send a ballot out to vote on a Board proposal to create a special assessment for \$50.00 per quarter for 10 quarters to pay for the extraordinary expense of removing dead and dying trees within the subdivision. Clyde Schaefer seconded the motion and the vote to approve the motion was unanimous. This assessment will reimburse the reserve accounts for the \$16,150.00 that have already been spent for this emergency and for the bid of \$24,000.00 for removal of the current crop of dead/dying trees and provide a \$16,850.00 reserve for the probable death of more trees as this pestilence continues. Should the Board determine in the future that some of these funds will not be utilized, then the Board may refund any unused tree abatement funds.

6. **Homeowner Forum & Letters: (3 Minute Limit).** A question was raised regarding the RV lot. There are some owners who have more than one space. If the demand exceeds supply, then the number of spaces that may be allowed may be reduced to one space per owner. A notice will be sent out requesting copies of current registration and annual use sticker and boats/covers that are damaged and boats with standing water and /or flat tires must be repaired, maintained or they must be removed from the RV yard.

7 **Adjournment: 11:00 a.m.. The next Board Meeting begins at 8:00 a.m, July 13, 2016**

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

Homeowners present:

**Frank & Maria Gaspar - #7
Larry & Judy Capsel - #37
Steve Carlson - #59**

**Larry & Trisha Sisk - #18
Sue Ridenour - #8
Chuck Emrick - #103**

**Glenn & Cindy Davis - #28
Clyde & Lori Schaffer - #41**

RIDGELINE HOMEOWNERS ASSOCIATION
Board of Directors Meeting Minutes
July 9, 2016

1. Welcome: Glenn Davis - President

- A. Determination of Quorum:** The 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, Frank Gaspar, Clyde Schaefer and Sue Ridenour. Joe Topper, the Property Manager was also present.
- B. Proof of notice of meeting or waiver of notice:** Proof of notice was posted on-line and posted at the info board and sent by first class mail to all owners in the Newsletter.

2. Reports of Officers: Glenn Davis - President

- A. Reading of minutes of preceding meeting:** Larry Capsel made a motion to waive the reading of the minutes of the June 11, 2016 Board of Directors meeting and approve the draft minutes as presented.. Frank Gaspar seconded the motion and the vote to approve the motion was unanimous.
- B. Reading of Financial Report:** The report for June was presented for review and read. Larry Capsel reported the a progress payment of \$12,000.00 was paid to Clean Cut Tree Service for work performed as of Friday, July 8th. Joe will update the maturity dates of the Certificates of Deposit on the Balance sheet. An accounts receivable list will be viewed by the Board. Frank Gaspar requested that quarterly billing be sent out earlier. There was some question regarding the sense that HOA assessments seem to be increased quite often.

1996 - 2004	8 years	\$183.00 per quarter	0.0% increase
2005 - 2006	2 years	\$189.00 per quarter	3.2% increase
2007 - 2008	2 years	\$200.00 per quarter	5.8% increase
2009 - 2011	3 years	\$205.00 per quarter	2.5% increase
2012 - 2014	3 years	\$220.00 per quarter	7.3% increase
2015 - 2016	2 years	\$240.00 per quarter	9.1% increase

Using the US Inflation Calculator online, I found that if you paid \$183.00 for a service in 1996, that the same service would cost you \$281.13 in 2016. That is a 53.6% increase over 20 years. Our HOA Fees have increased by 31.15%.

3. Reports of Committees.

A. Architectural Control/Standards & Compliance Committee Report: Glenn Davis:

1. A letter was sent to the owner of 40459 Saddleback Road: Request for owner to remove exterior hazard stairs and deck by June 30, 2016 or it may be removed at owner expense. No response from owner.

2 A letter was sent to the owner of 40604 Road 222: Request for the owner to remove exterior improvements constructed without architectural review and crossing property boundaries onto common area by July 31, 2016. No response from owner as of this date.

3 Annual home inspections: The homes will be inspected 09.30.2016 beginning at 8:00 a.m.. Frank Gaspar, Clyde Schaefer and Joe Topper will do the inspection.

4. Debris on Porch: Joe was asked to contact the owner of a house who has wooden pallets stacked on their front porch and ask them to clean up after a guest of the occupant who had a auto radiator overflow and rust stained the asphalt.

5. Request for architectural review of a deck within the footprint of an existing lot: The owners of 40520 Saddleback Road want to install a deck on the side of their home that does not extend its footing beyond the borders of their lot. Frank Gaspar made a motion to approve the deck subject to proper permits being obtained from the county. Sue Ridenour seconded the motion and the vote to approve the motion was unanimous.

B. Common Area Committee Report: Frank Gaspar:

1. Common Area Maintenance: Tyler's Maintenance on the job. He is catching up.

2. Asphalt Work Bid: Repairs subject to completion of tree removal work and schedule.

3. Tree trimming /removal project: The current project is halfway completed. Larry Capsel is investigating grant availability for dead tree removal within our development and in the adjoining forest..

4. Entrance Signs: Frank Gaspar has rebuilt and repainted the signs with the assistance of Sue Ridenour. Receipts for materials were presented along with a record of labor hours worked. The Board agreed to pay \$1,150.00 for the work completed. Thank you Frank and Sue.

5. Trash: There was a snafu with trash pickup with the schedule and subsequently with the tree removal with the result that trash pickup was delayed. A calendar of extra pickups will be delivered to the Trash Company so that there is no question of extra trash pickups. *If you see someone that you do not recognize using our trash dumpsters, you have the right to speak to them and find out if they live within the development. Report the description and vehicle license plate number to the manager if they do not belong. They are stealing our services and that causes inconvenience and higher costs to us!*

6. Asphalt repair: Frank Gaspar made a motion to cancel the portion of the asphalt repair bid that would have added a berm to the driveway leading to units 18 - 20. Steve and Laura Lucas of 40520 Saddleback Road have permission to widen the existing asphalt driveway on common area to the edge of the development property boundary. Larry Capsel seconded the motion and the vote to approve the motion was unanimous.

7. RV Lot Cleaned: Thanks to several volunteers!

8. Pine Needles: Joe was asked to send special letters to owners who have not, as of this date, removed fire hazard pine needles from their roof.

4. Old Business:

A. Barbeque: Saturday, October 1st at noon till 2pm

B. October Board Meeting Reminder: The October meeting is moved up to October 1, 2016 before the noon barbeque.

C. Special Assessment for Tree Removal Expense: Subsequent to last months meeting, It was discovered that a special assessment cannot be for more than one year. The Board decided to put the special assessment on hold until this meeting. Sue Ridenour made a motion to send a ballot to vote on a special assessment of \$300.00 per unit which, if passed, would be first due with the next quarterly payment billing. It may be paid in installments of \$75.00 per quarter for four Quarters. Frank Gaspar seconded the motion and the vote to approve the motion was unanimous. This special assessment will not compensate for all of the un-budgeted expense of dead tree removal, however, the hope of grants to offset is still in the works.

D. Artificial plants/shrubs/trees policy: This policy was approved at the June Board meeting. This was explained again at this meeting. There was no negative feedback from those owners in attendance. A reminder was given to all owners present that you may not remove any bushes or trees from common area without permission.

5. New Business:

A. Sewer update: Larry Capsel reported that although there have been delays due to staff changes in Madera county personnel, that the sewer improvements are still going to be accomplished.

6. Homeowner Forum & Letters: (3 Minute Limit). None

7 Adjournment: 10:30 a.m.. The next Board Meeting begins at 8:00 a.m, August 13, 2016

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

Homeowners present:

**Frank & Maria Gaspar - #7
Larry Capsel - #37
Chuck Emrick - #103
Kathy Sain-Meredith - #21**

**Larry & Trisha Sisk - #18
Sue Ridenour - #8
Jim Lutter - #43
Robert Curran - #99**

**Glenn Davis - #28
Clyde Schaefer - #41
Rodney Ariza - #64**

RIDGELINE HOMEOWNERS ASSOCIATION
Board of Directors Meeting Minutes
August 13, 2016

1. **Welcome: Glenn Davis - President**
 - A. **Determination of Quorum:** The 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, Frank Gaspar, Joe Topper, the Property Manager was also present.
 - B. **Proof of notice of meeting or waiver of notice:** Proof of notice was posted on-line and posted at the info board and sent by first class mail to all owners in the Newsletter.
2. **Reports of Officers: Glenn Davis - President**
 - A. **Reading of minutes of preceding meeting:** Larry Capsel made a motion to waive the reading of the minutes of the July 9, 2016 Board of Directors meeting and approve the draft minutes with a correction of the spelling of one name. Frank Gaspar seconded the motion and the vote to approve the motion was unanimous.
 - B. **Reading of Financial Report:** The report for July was presented for review and read.
3. **Reports of Committees.**
 - A. **Architectural Control/Standards & Compliance Committee Report: Glenn Davis:**
 1. **40459 Saddleback Road:** The county has finally inspected and red-tagged this house due to its condition. The owner may not make repairs until they contact the county.
 2. **40604 Road 222:** The owner to remove exterior improvements constructed without architectural review and crossing property boundaries onto common area by July 31, 2016. No response from owner as of this date. A monetary fine of \$50.00 per day is now in effect.
 - 3 **Annual home inspections:** The homes will be inspected 09.30.2016 beginning at 8:00 a.m.. Frank Gaspar, Clyde Shaffer and Joe Topper will do the inspection.
 - B. **Common Area Committee Report: Frank Gaspar:**
 1. **Common Area Maintenance:** Tyler's Maintenance is on the job. He is catching up. An owner trimmed their own tree and did not haul off all of the debris. They will be notified to pick up the debris.
 2. **Asphalt :** Repairs subject to completion of tree removal work and schedule.
 3. **Tree trimming /removal project:** The current project is halfway completed. Larry Capsel is investigating grant availability for dead tree removal within our development and in the adjoining forest..
 5. **Asphalt repair:** There is a small portion of asphalt that is uneven near a garage door. The asphalt company will remove an area of 6 feet by 30 feet and replace with new asphalt.
 6. **RV Lot Cleaned:** Thanks to several volunteers!
4. **Old Business:**
 - A. **Barbeque:** Saturday, October 1st at noon till 2pm
 - B. **Neighborhood Watch:** Nothing new.
 - C. **October Board Meeting Reminder:** The October meeting is moved up to October 1, 2016 before the noon barbeque.
 - D. **RV Lot Fee:** The fee will be \$120.00 per year w/next payment due on October 1, 2016.
 - E. **Special Assessment for Tree Removal Expense:** Tabled subject to grant possibilities.

5. New Business:

- A. Forest service land:** One of our owners has been diligent to make our local ranger informed as to the danger of dead trees near our property and it appears that we may see some action soon to move the fire fuel farther away from the property. We'll see!
- 6. Homeowner Forum & Letters: (3 Minute Limit).** A concern regarding vehicles that do not appear to be used. Joe will check on them. A reminder, don't allow dogs to run loose.
- 7 Adjournment: 10:20 a.m.. The next Board Meeting begins at 8:00 a.m, September 10, 2016**

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

Homeowners present:

Frank Gaspar - #7

Larry Capsel - #37

Kathy Sain-Meredith - #21

Larry & Trisha Sisk - #18

Chuck Emrick - #103

Robert Curran - #99

Glenn & Cindy Davis - #28

Jim Lutter - #43

Steve & Laura Lucas - #19

RIDGELINE HOMEOWNERS ASSOCIATION
Board of Directors Meeting Minutes
September 10, 2016

1. **Welcome: Glenn Davis - President**
 - A. **Determination of Quorum:** The 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, Frank Gaspar, Clyde Shaffer and Sue Ridenour. Joe Topper, the Property Manager was also present.
 - B. **Proof of notice of meeting or waiver of notice:** Proof of notice was posted on-line and posted at the info board and sent by first class mail to all owners in the Newsletter.
2. **Reports of Officers: Glenn Davis - President**
 - A. **Reading of minutes of preceding meeting:** Sue Ridenour made a motion to waive the reading of the minutes of the August 13, 2016 Board of Directors meeting and approve the draft minutes with one correction. Frank Gaspar seconded the motion and the vote to approve the motion was unanimous.
 - B. **Reading of Financial Report:** The report for August was presented for review and read. Larry Capsel asked Joe to provide a copy of financials based on cash basis rather than accrual method of accounting. Board members need to sign new signature cards at Yosemite Bank.
3. **Reports of Committees.**
 - A. **Architectural Control/Standards & Compliance Committee Report: Glenn Davis:**
 1. **50837 Smoketree Trail:** Do not have owners phone number, sent letter regarding issues. No response as of today.
 2. **40604 Road 222:** Joe spoke to daughter, owner is overwhelmed with investment property repairs.
 3. **40640 Saddleback:** Van & Boat
 4. **40620 Road 222:** Discarded tree in common area.
 5. **Annual home inspections:** The homes will be inspected 09.30.2016 beginning at 8:00 a.m.. Frank Gaspar, Clyde Shaffer and Joe Topper will do the inspection.
 - B. **Common Area Committee Report: Frank Gaspar:**
 1. **Common Area Maintenance:** Tyler, the landscape contractor introduced Lucas Owen. Larry Capsel will modify contract to allow Tyler to add subcontractors subject to Board approval with proof of insurance. Joe will get Tyler checked out on truck operation and sand barrel set up. Also Tyler on truck insurance. *A reminder, If there is a common area issue, contact either Frank Gaspar or Joe Topper. Do not communicate with Landscape contractor.*
 2. **Tree trimming /removal project:** Larry Capsel, Larry Sisk and Cyndi Davis are putting together paperwork to submit grant. for dead tree removal within our development and in the adjoining forest.. As part of the Grant process, Frank Gaspar made a motion to pass a resolution to apply for the grant to remove dead trees from the property #201609. Larry Capsel seconded the motion and the vote to pass the motion was unanimous.
 3. **Asphalt repair:** There is a small portion of asphalt that is uneven near a garage door. The asphalt company will remove an area of 6 feet by 30 feet and replace with new asphalt.
 4. **Street Light #1 is out:** Joe will call it in to the electrician.

5. Use of Common area: There is a portion of common area behind lots 85-87 that is being cared for by a homeowner. There is also a bench, compost pit and Bags of fertilizer on the common area. Frank Gaspar will speak to the homeowner regarding this issue as the son of an owner has raised the issue.

4. Old Business:

- A. Barbeque:** Saturday, October 1st at noon till 2pm
- B. Neighborhood Watch:** Nothing new.
- C. October Board Meeting Reminder:** The October meeting is moved up to October 1, 2016 before the noon barbeque.
- D. RV Lot Fee:** The fee will be \$120.00 per year w/next payment due on October 1, 2016.
- E. Special Assessment for Tree Removal Expense:** Tabled subject to grant possibilities.

5. New Business:

- A. Forest service land:** One of our owners has been diligent to make our local ranger informed as to the danger of dead trees near our property and it appears that we may see some action soon to move the fire fuel farther away from the property. We'll see!
- B. Assessments and Fines:** Joe was directed to send notice of delinquency regarding late assessments and monetary fines by certified mail.

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

7 Adjournment: 10:20 a.m.. The next Board Meeting begins at 8:00 a.m, October 1, 2016

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

Homeowners present:

Frank Gaspar - #7
Larry Capsel - #37
Ron Dukat - #33
Sue Ridenour - #08

Larry Sisk - #18
Chuck Emrick - #103
Ray Dukiat - #71
Jack Scarborough & Gina Rodgers related to Scarborough #85

Glenn & Cindy Davis - #28
Jim Lutter - #43
Clyde Shaffer - #41

RIDGELINE HOMEOWNERS ASSOCIATION
Board of Directors Meeting Minutes
October 1, 2016

1. **Welcome: Glenn Davis - President**
 - A. **Determination of Quorum:** The 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, Frank Gaspar and Sue Ridenour. Joe Topper, the Property Manager was also present. Clyde Shaffer and Glenn Davis was absent.
 - B. **Proof of notice of meeting or waiver of notice:** Proof of notice was posted on-line and posted at the info board and sent by first class mail to all owners in the Newsletter.
2. **Reports of Officers: Glenn Davis - President**
 - A. **Reading of minutes of preceding meeting:** Frank Gaspar made a motion to waive the reading of the minutes of the September 10, 2016 Board of Directors meeting and approve the draft minutes. Sue Ridenour seconded the motion and the vote to approve the motion was unanimous.
 - B. **Reading of Financial Report:** The report for September was presented for review and read. Joe provided a copy of financials based on cash basis rather than accrual method of accounting as requested so the Board could see what the differences were.
3. **Reports of Committees.**
 - A. **Architectural Control/Standards & Compliance Committee Report: Glenn Davis:**
 1. **50837 Smoketree Trail:** No response as of today.
 2. **40620 Road 222:** This matter tabled.
 3. **Annual Home Inspections:** The homes were inspected yesterday by Frank Gaspar, Clyde Shaffer and Joe Topper.
 - B. **Common Area Committee Report: Frank Gaspar:**
 1. **Common Area Maintenance:** Larry Capsel will modify contract to allow Tyler to add subcontractors subject to Board approval with proof of insurance. Joe will get Tyler checked out on truck operation and sand barrel set up.
 2. **Tree trimming /removal project:** Larry Sisk and Cindy Davis submitted a grant for dead tree removal. We are now in a holding process while the grant is submitted and processed.
 3. **Asphalt repair:** There is a small portion of asphalt that is uneven near a garage door. The asphalt company will remove an area of 6 feet by 30 feet and replace with new asphalt.
4. **Old Business:**
 - A. **Neighborhood Watch:** Nothing new.
 - B. **Assessment & Fine Letters:** Some are paying and some have not. Proceeding further.
5. **New Business:**

A. **Budget Proposal:** Joe passed out a proposed budget with no increase in assessments. The Board will make a final decision at the November meeting.

6. **Homeowner Forum & Letters: (3 Minute Limit):** Someone was ringing doorbells and running. Joe will investigate.

Remark regarding dead tree hazard behind #56 and #103 off of Saddleback road next to Forest Service boundary. There are 10-12 dead trees standing. After Discussion, Joe will contact Clean cut to obtain a a price and schedule for removal.

Discussion regarding silk flowers on common area. The rule is no artificial flowers/shrubs on common area. Also, a reminder that permission must be given by Board to cut/remove any bushes or trees on common area.

Abandoned Volvo on Foxboro Court: Joe will tag and have removed.

Barking dogs at house on Smoke Tree Trail. Joe will contact that occupant.

7 **Adjournment: 10:21 a.m.. The next Board Meeting begins at 8:00 a.m, October 1, 2016**

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

Homeowners present:

**Frank Gaspar - #7
Larry Capsel - #37
Sue Ridenour - #08**

**Larry Trisha Sisk - #18
Chuck & Diane Emrick - #103
Robert Curran - #99**

Kathy Meredith - #21

RIDGELINE HOMEOWNERS ASSOCIATION
Board of Directors Meeting Minutes
November 12, 2016

1. **Welcome: Glenn Davis - President**
 - A. **Determination of Quorum:** The 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, Frank Gaspar, Clyde Shaffer and Sue Ridenour. Joe Topper, the Property Manager was also present.
 - B. **Proof of notice of meeting or waiver of notice:** Proof of notice was posted on-line and posted at the info board and sent by first class mail to all owners in the Newsletter.
2. **Reports of Officers: Glenn Davis - President**
 - A. **Reading of minutes of preceding meeting:** Sue Ridenour made a motion to waive the reading of the minutes of the October 1, 2016 Board of Directors meeting and approve the draft minutes with changes. Larry Capsel seconded the motion and the vote to approve the motion was unanimous.
 - B. **Reading of Financial Report:** The report for October was presented for review and read.
3. **Reports of Committees.**
 - A. **Architectural Control/Standards & Compliance Committee Report: Glenn Davis:**
 1. **40459 Saddleback Road:** The county is involved with possible fines.
 2. **40620 Road 222:** Waiting upon owner to do work. Fines being levied.
 3. **Annual Home Inspections:** The homes were inspected and notices will be sent out to owners for repairs/maintenance.
 4. **RV Lot:** There are spaces available for \$120.00 per year.
 - B. **Common Area Committee Report: Frank Gaspar:**
 1. **Common Area Maintenance:** Joe gave Tyler an orientation on truck operation and sand barrel set up. Sand Barrels were set out.
 2. **Asphalt repair:** A small portion of asphalt that is uneven near a garage door was replaced. A tree root was destroying the asphalt creating a liability issue.
4. **Old Business:**
 - A. **Tree Removal Grant update:** Nothing new to report. We should know the results of the application soon. We will not schedule for further tree removal until we know the status of the grant application.
 - B. **Forest Service forum:** The local forest ranger informed us as to the tree issues and what the forest service could and could not do.
There was conversation regarding cleaning up the “road” along the south west border of the property. This border area is not a “road” so no equipment will be introduced to clean it up. Other statements by Forest Service: They cannot remove hazardous trees. They have a process where a private citizen may obtain a permit (at not charge) to have a licensed, insured contractor fall a hazardous tree. No vehicles are allowed on forest land and “slash” must be cleaned up by hand and logs must be cut in minimum 10 foot sections. A wood cutting permit must be obtained to remove wood from forest.
 - C. **Neighborhood Watch:** Nothing new.
 - D. **Assessment & Fine Letters:** We are following up with more notices for delinquent

homeowners.

5. New Business:

- A. Insurance Policy Update:** Glenn and Cindy Davis have been shopping for insurance bargains. They have found some saving the HOA a considerable amount of money.
- B. Budget Proposal:** A draft 2017 budget was discussed. Frank Gaspar made a motion to approve the proposed budget as presented. Larry Capsel seconded the motion and the vote to approve the motion was unanimous.

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

7 Adjournment: 10:21 a.m.. The next Board Meeting begins at 8:00 a.m, January 14, 2017

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

Homeowners present:

Frank Gaspar - #7

Dan & Julie Fauquier - #86

Jim Lutter - #43

Larry & Trisha Sisk - #18

Sue Ridenour - #08

Glenn & Cindy Davis - #28

Larry Capsel - #37

Ursula Weigand - #48

Clyde Schaffer - #41