

FINAL Meeting Minutes

Ridgeline Homeowners Association Board of Directors Meeting Saturday, August 14, 2021

1. Welcome: Larry Sisk, President

- A. Determination of Quorum: The meeting was called to order at 8:02 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 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 July 10th meeting. Frank Gaspar 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 July 1st to July 31st, 2021 (see handout for detail). Total income collected for assessments, late fees, etc. was \$13,437.31. Total Expenses was \$21,411.36 (Common Grounds Maintenance, Taxes, Management Fees, Utilities, Tree Removal and Postage/Delivery). Net income for the end of this month was **-\$7,974.05**. Our total Net Income for the year to date is **\$14,103.99**.
 - 2. Ridgeline Homeowners Association provided a balance sheet of total liabilities and equity amongst all accounts (Edward Jones, Chase Checking & Savings) totaling **\$234,300.33**.
 - 3. Jarrett Sagouspe announced to board members a list of late assessments owed to Ridgeline Homeowners Association (the list outlined 1 homeowner with outstanding dues and/or fines).
- C. Late Assessments and Fines: Notices were sent out on any late assessments and fines.

3. Old Business: Larry Sisk

- A. Newsletter – The Newsletter will be called the Ridgeline Review and will be mailed out within your 4th Quarter Assessments. Please keep any eye out!

Note: Helen Figueroa will oversee the newsletter.

- B. Fine Schedule: The board is revisiting the fine schedule and will be making a few changes. Once updated the board will mail out to all homeowners for their input, this process will take 28 days. Once any and all input is collected the board will vote on the changes and redistribute the updated fine schedule to all homeowners within Ridgeline.
- C. Changing Lock on RV Parking: After further discussion, the board will be leaving the original combo code on the RV parking gate. If combo code is changed, all homeowners within lot will be updated on the new combo code.
- D. Reserve Study: The Reserve Study finally came in on Friday, July 9th, 2021. A copy will be sent to all homeowners within the association. If interested in reviewing before you receive your copy, please visit our website at <https://ridgelineho.wixsite.com/ridgelineho>.
- E. Volunteers – to support various initiatives: If anyone is interested in volunteering, please reach out to the Board President Larry Sisk or Property Manager Jarrett Sagouspe with your line expertise. The board is always looking for help with projects within the association. The board wants to better our association and take pride in where we live.

Note: Form will be sent out with the newsletter.

4. New Business: Larry Sisk

- A. Bear proof recycling bin: A motion was made by Tom Simpson to replace the old recycling bin with a bear proof bin. Frank Gaspar seconded the motion. Motion passed to approve the replacement of the recycling bin.

Note: This will deter bears, outside dumpsters and additional garbage.

- B. Approval of fine schedule for homeowner's review: The revised fine schedule was reviewed by the board and a special mailing will be sent out to all homeowners for their review too. The board will like for any and all feedback from the homeowners before the next board meeting in September. The revised fine schedule will be voted on by the board at the next meeting and will go into effect once approved.
- C. Budget and assessment increase: After viewing the Reserve Study, a motion was made by Helen Figueroa to increase the quarterly assessments by 20% for the 2022 year. Tom Simpson seconded the motion. Motion passed to approve the assessment

increase.

D. Reserve study – paying for the future: A packet will be mailed out to all homeowners by the end of the year.

E. Reports of Committees:

Architectural/Standards & Compliance Committee: Jarrett Sagousse

- After the association meeting the board will view multiple homes that are in question and will reach out to the homeowners in regards to items that need to be address or about notices being sent out.

Common Area Committee: Frank Gaspar

A. Grounds Report:

- The new gardener is doing a great job, but still has a long way to go. The piles of debris/needles throughout the Association will be picked up in the following weeks. Haynes Landscape will be moving back to Thursdays and Fridays during the week, so they can use the garbage bins for disposal before our pick-up day and to blow down the streets.

F. Owner Comments/Letters: 3 minutes

- Please be mindful and park in your own covered parking spots.
- The board recommends for any and all disputes between homeowners to be resolved amongst themselves before it is brought in front of the board.
- A big thanks to Frank Gaspar and Tom Simpson for All the work they do!

G. Adjournment: Meeting was adjourned at 10:07 AM

The next Board Meeting is Saturday, September 11, 2021 at Sue Ridenour house, 40511 Saddleback Road.

Homeowner's Meeting will be at 9:30 AM

Homeowners/Renters Present:

Frank Gaspar - #07

Thomas Simpson - #29

Sue Ridenour - #08

Clyde & Lori Shaffer - #42

Steve Trotta - #83

Don Lozano - #98

Larry & Trisha Sisk - #18

Carlos & Helen Figueroa - #54

Kevin & Erica Smith - #09

Bill Roeder - #13

Jim Lutter - #43