

FINAL Meeting Minutes

Ridgeline Homeowners Association Board of Directors Meeting Saturday, March 13, 2021

1. Welcome: Larry Sisk, President

- A. Determination of Quorum: The meeting was called to order at 8:00 AM via Zoom meeting. Board members present were Larry Sisk, Frank Gaspar, Tom Simpson, Brian McGrath and Sue Ridenour. 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 executive board meeting minutes were revised and were filed prior to meeting. A motion was made by Tom Simpson to accept the minutes of the February 13th meeting. Sue Ridenour seconded the motion. Motion passed to approve the minutes.
- B. Reading of financial report: Jarrett Sagouspe/Sue Ridenour
 - 1. The Profit and Loss Report was provided from February 1st to February 28th, 2021 (see handout for detail). Total income collected for assessments, late fees, etc. was \$890.36. Total Expenses was \$9,268.43 (Common Grounds Maintenance, Taxes, Management Fees, Utilities, Tree Removal and Postage/Delivery). Net income for the end of this month was **-\$8,378.07**. Our total Net Income for the year to date is **\$14,116.45**.
 - 2. Ridgeline Homeowners Association provided a balance sheet of total liabilities and equity amongst all accounts (Edward Jones, Chase Checking & Savings) totaling **\$236,512.79**.
 - 3. Jarrett Sagouspe announced to board members a list of late assessments owed to Ridgeline Homeowners Association (the list outlined 4 homeowners with outstanding dues and/or fines).
- C. Late Assessments and Fines: Notices were sent out on any late assessments and fines.

3. Reports of Committees:

Architectural/Standards & Compliance Committee: Jarrett Sagouspe

- A. A Homeowner asked if they could add a gate to their deck so it could be closed off. The board stated yes, they had the right to do so.

Common Area Committee: Frank Gaspar

A. Grounds Report:

- We have another sewer line issue due to roots. The line has been cleaned out for the meantime, but the board will need to revisit this matter at the next board meeting.
- Frank Gaspar had a meeting with Ranger Maintenance in regards to his performance. The board will have an executive board meeting during the week to discuss some of the issues/matters we are having with our landscaping company.

4. Old Business: Larry Sisk

- A. Locks have been welded on to trash cans, keys are ready and letter being finalized for Distribution: The board has agreed to hand deliver the keys and explanation letter to the Homeowners/Renters present on February 20, 2021 and mail out the remaining keys and explanation letter on February 22, 2021 to anyone not present.

Note: The Garbage bins will be locked starting March 20, 2021.

- B. Grounds keepers schedule. Tracking work hours while on site: Larry Sisk and Jarrett Sagouspe had a conference call with Charlie (Ranger Maintenance) prior to February's meeting. Charlie agreed to start texting Jarrett the days he arrives and leaves, plus the number of workers he brought for the day. This would also include pictures of work being completed. Ranger Maintenance work schedule falls on Thursday and Friday's of each week.

Note: For any work that needs to be addressed that might have been missed, please email or call Frank Gaspar or Jarrett Sagouspe.

- C. Proposed By-Laws to be sent out March 1 for homeowner approval. Jarrett Sagouspe will be mailing out our Pre-Ballot Notices on March 1, 2021. On April 7, 2021 Ballots and updated Bylaws will be mailed to All homeowners to vote. Deadline for return of Ballots will be on May 14, 2021 at 5:00 p.m. (*This deadline allows for a 37-day balloting period.*)
- D. Generators and Solar Requirements: Generators and Solar panels are allowed to be installed on your property only, the board will not approve any installation on Common ground. Please make sure to reach out to the Architectural for any and all questions in regards to this matter.

Note: A study was done a few years back and they didn't recommend Solar Panels within our area, due to considerable tree cover and snow fall.

5. **New Business: Larry Sisk**

- A. Neighborhood Watch: We had a tarp and additional trash on a down tree within the ravine, Glenn Davis and Clyde Shaffer cleaned up the area and disposed of all debris. A big thank you goes out on behalf of the board!
- B. Board member elections coming up (Larry & Frank): Election notices have been mailed out to all homeowners. If interested in running for the board, please contact Jarrett Sagouspe.
- C. Tree bid for large tree on Foxboro: A very large tree on Foxboro Court is leaning and has been brought to the board's attention. The homeowners within the area would like for it to be cut down. The board obtained multiple quotes and after further review a motion was made by Tom Simpson to cut down the tree, Sue Ridenour seconded the motion. Motion passed to cut down the tree on Foxboro.
- D. Gates for front ways, get Andrews Electric out for a bid: Jarrett Sagouspe will be reaching out to Andrews Electric to get a bid.
- E. Anyone interested in writing a Newsletter?: If interested please reach out to Jarrett Sagouspe and/or Larry Sisk.

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

- **A homeowner asked the association to install a retaining wall at their property due to an erosion issue.**
- **A homeowner asked for the board to revisit the fine policy.**
- **A section of common ground on Big Pine Trail still needs cleaning due to the large wind story a few weeks back. Debris is still scattered all around.**
- **A homeowner asked the board to inspect her railing due to it needing repairs.**
- **All homeowners need to revisit the pet policy the association has in place.**
Note: Please have your animal(s) on a leash at all times.
- **A homeowner is willing to do volunteer work around the association, to clean up our community. (Wonderful Idea!)**
- **A big thank you to Jarrett for getting the website updated.**

7. **Adjournment: Meeting was adjourned at 10:11 AM**

**Next meeting will be held on April 10, 2021 at 8:00AM via Zoom meeting.
Homeowner's Meeting will be at 9:30 AM**

Homeowners/Renters Present:

Frank Gaspar - #07

Larry & Trisha Sisk - #18

Brian McGrath - #71

Sue Ridenour - #08

Thomas Simpson - #29

Carlos & Helen Figueroa - #54

Clyde & Lori Shaffer - #41

Jon Smoot - #36

Erin Woodward - #94