

FINAL Meeting Minutes

Ridgeline Homeowners Association Board of Directors Meeting Saturday, October 9, 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 of meeting of notice and meeting agenda was posted on the RHOA website and on the community information board.

2. Reports of Officers: Larry Sisk

- A. Reading of minutes of preceding meeting: The minutes were revised and were posted prior to meeting. A motion was made by Tom Simpson to accept the minutes of the September 11th meeting. Helen Figueroa seconded the motion. Motion passed to approve the minutes.
- B. Reading of financial report: **Jarrett Sagouspe/Helen Figueroa**
 - 1. The Profit and Loss Report was provided from September 1st to September 30th, 2021 (see handout for detail). Total income collected for assessments, late fees, etc. was \$553.06. Total Expenses was \$9,720.61 (Common Grounds Maintenance, Taxes, Management Fees, Utilities, Tree Removal and Postage/Delivery). Net income for the end of this month was **-\$9,167.55**. Our total Net Income for the year to date is **\$17,687.82**.
 - 2. Ridgeline Homeowners Association provided a balance sheet of total liabilities and equity amongst all accounts (Edward Jones, Chase Checking & Savings) totaling **\$240,084.16**.
 - 3. Jarrett Sagouspe announced to board members a list of late assessments owed to Ridgeline Homeowners Association (the list outlined 3 homeowners with outstanding dues and/or fines).
- C. Late Assessments and Fines: Notices were sent out on any late assessments and fines.

3. **Old Business (September): Larry Sisk**

- A. Security Cameras: Helen Figueroa is looking into wireless cameras for up on Big Pine Trail. This location seems to be one of our troubled areas due to trash dumping within the recycling bin. Please refrain from putting trash within the recycling bin.
- B. Garbage and Recycling signs/keys/recycling bin update/fines: Signs have been ordered and should be in and installed within a week or two. These signs will hopefully deter homeowners/renters from placing trash within the recycling bin and to break down their boxes to allow more room for other homeowners/renters.

New Homeowners are not obtaining keys from past owners, so new verbiage will be added to all emails sent to buyers/sellers, title officers and listing/selling agents. A motion was made by Tom Simpson to increase the Document fee from \$50 to \$60 per transaction to cover said cost. Sue Ridenour seconded the motion. Motion passed to approve Document fee increase.

A new bear proof recycling bin has been dropped off, unfortunately it isn't the hydraulic one. Jarrett will reach out to EMADCO to order, but it could take awhile to come in sine they are out of stock.

With approval of the updated fine policy, this should stop homeowners/renters from dumping waste into the recycling bin, which has allowed bears to drag trash throughout the association.

- C. Fine Policy Approval: The board received positive feedback from homeowners in regards to the updated fine policy. A motion was made by Helen Figueroa to approve the updated fine policy. Tom Simpson seconded the motion. Motion passed to approve the updated fine policy.
- D. Schedule budget process meeting: Larry, Helen and Jarrett will schedule a conference call in the next week to discuss the 2022 budget. The Budget will be discussed and voted on at the next board meeting in October.

4. **New Business: Larry Sisk**

- A. Budget Approval for 2022: The 2022 budget was reviewed by the board and a motion was made by Tom Simpson to accept the budget for the 2022 year. Helen Figueroa seconded the motion. Motion passed to approve the 2022 budget.
- B. Home Inspection follow up from 2020: The home inspections went great! A lot of homeowners did the repairs to remove them selves of the list. Unfortunately, a few failed their inspections. A Notice will be sent out to homeowners in regards to passing and/or failing.
- C. Parking on Saddleback Road: The Association has received numerous complaints on the parking situation on Saddleback Road near the garbage bins. The board agreed

and will be painting the area in Red (No Parking Zone) to deter homeowners/guest from parking there.

Note: Please Park in your designated area or within an open spot. Also please park within the lines.

D. Light Repair/LED upgrade: A cost was presented to board on updating the lights to LED within the Association. The amount wasn't within our budget. The board tabled the conversation till next board meeting.

E. Reports of Committees:

Architectural/Standards & Compliance Committee: Jarrett Sagouspe

- *Nothing to report.*

Common Area Committee: Frank Gaspar

A. Grounds Report:

- Clean Cut Tree Service will be out this coming week to remove multiple trees within the association.
- With Winter coming the board is concerned that the new gardeners won't be able tackle the elements (Snow, Ice, etc.). The board invited Ranger Maintenance back to interview for the gardening position, since Haynes Landscapes contract is up at the end of November. After further deliberation, the board has agreed to rehire Ranger Maintenance on a trial bases (6 months) to get us through this Winter season.

F. Owner Comments/Letters: 3 minutes

- The association should look into removable speed bumps
- Homes within the association are looking cleaner, thank you!
- There is trash within the gully near garbage bin
- Please let a homeowner know that their roof and eaves are full of pine needles.

G. Adjournment: Meeting was adjourned at 9:43 AM

The next Board Meeting is Saturday, November 13, 2021 at Sue Ridenour house, 40511 Saddleback Road.

Homeowner's Meeting will be at 9:30 AM

Homeowners/Renters Present:

Larry Sisk - #18

Frank Gaspar - #07

Thomas Simpson - #29

Helen Figueroa - #54

Sue Ridenour - #08

Jim Lutter - #43

Larry Capsel - #37

Macy Maginn - #05