

# FINAL Meeting Minutes

## Ridgeline Homeowners Association Board of Directors Meeting Saturday, January 8, 2022

### 1. Welcome: Larry Sisk, President

- A. Determination of Quorum: The meeting was called to order at 8:01 AM via Zoom meeting. 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 November 13<sup>th</sup> 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 November 1<sup>st</sup> to December 31<sup>st</sup>, 2021 (see handout for detail). Total income collected for assessments, late fees, etc. was \$4,559.00. Total Expenses was \$21,114.88 (Common Grounds Maintenance, Taxes, Management Fees, Utilities, Tree Removal and Postage/Delivery). Net income for the end of this month was **-\$16,555.88**. Our total Net Income for the year to date is **\$18,559.24**.
  - 2. Ridgeline Homeowners Association provided a balance sheet of total liabilities and equity amongst all accounts (Edward Jones, Chase Checking & Savings) totaling **\$240,955.58**.
  - 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. Old Business (November): Larry Sisk

- A. Snow Plan Review/Update: Nothing needs updating, Ranger Maintenance should be aware and up to date on the snow plan for this winter.
- B. Mailbox estimate for repair/replace: Tom Simpson spoke with Zoey Construction on replacing the mailboxes for next year. The cost will be approximately \$20,000 and would take two months to come in and another week to install. The board is looking to obtain more information and add this to January 2022's agenda.
- C. Tree/Shrub Policy: Is still needing some additional verbiage added in regards to immediate hazards and a case-by-case basis. Jarrett and Larry will work on updating this policy and it will be added to January 2022's agenda.

### 4. New Business: Larry Sisk

- A. Q1 Newsletter: The board is working on getting the 1<sup>st</sup> Quarter newsletter out very soon.
- B. Mailbox estimate for repair/replace: The board received a quote on the removal of 8 + 4 pedestal mailboxes and the installation of 7 large built-in parcel lockers. The estimate received was for \$24,800.00, which also includes labor and installation.

Note: The board is looking at receiving other quotes.

- C. Tree/shrub policy update/approval: A motion was made by Helen Figueroa to approve the updated Tree and Shrub Policy. Frank Gaspar seconded the motion. Motion passed to approve the updated policy.

### 5. Reports of Committees:

#### **Architectural/Standards & Compliance Committee: Jarrett Sagouspe**

- *Inspections will be done on April 8<sup>th</sup>-9<sup>th</sup>, 2022. Any and all work will need to be completed by Friday, September 30<sup>th</sup> 2022. If not completed fines will be implemented. Please review the updated fine policy, heavy fines will be assessed!*

#### **Common Area Committee: Frank Gaspar**

##### A. Grounds Report:

- Ranger Maintenance has been doing a great job this winter on keeping the snow plowed and sand applied on the roads. Homeowners are recommended to apply sand to eliminate slippage in front of their homes.
- Last year Ridgeline spent approximately \$10,000 on tree removal and the association looks really good.

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

- Berkshire Hathaway has reasonable fire insurance.

**7. Adjournment: Meeting was adjourned at 9:37 AM**

**The next Board Meeting is Saturday, February 12, 2022 at 8:00AM via Zoom meeting.**

**Homeowner's Meeting will be at 9:30 AM**

**Homeowners/Renters Present:**

Larry & Trisha Sisk - #18

Frank Gaspar - #07

Helen Figueroa - #54

Sue Ridenour - #08

Tom Simpson - #29