

FINAL Meeting Minutes

Ridgeline Homeowners Association Board of Directors Meeting Saturday, April 15, 2023

1. Welcome: Clyde Shaffer, President

- A. Determination of Quorum: The meeting was called to order at 8:03 AM. Board members present were Clyde Shaffer, Larry Capsel, Frank Gaspar, Helen Figueroa and Erin Woodward. 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: Clyde Shaffer

- A. Reading of minutes of preceding meeting: The minutes were revised and were posted prior to meeting. A motion was made by Larry Capsel to accept the minutes of the March 11th meeting. Helen Figueroa seconded the motion. Motion passed to approve the minutes.
- B. Reading of financial report: **Jarrett Sagouspe**
 - 1. The Profit and Loss Report was provided from March 1st to March 31st, 2023 (see handout for detail). Total income collected for assessments, late fees, etc. was **\$162.92**. Total Expenses was \$60,033.59 (Common Grounds Maintenance, Taxes, Management Fees, Utilities, Tree Removal and Postage/Delivery). Net income for the end of this month was **-\$60,196.51**. Our total Net Income for the year to date is **-\$44,829.47**.
 - 2. Ridgeline Homeowners Association provided a balance sheet of total liabilities and equity amongst all accounts (Edward Jones, Chase Checking & Savings) totaling **\$200,793.75**.
 - 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 (March 2023): Clyde Shaffer

- A. Carport situation/options: Clean Cut was hired to start work on Tuesday March 7, 2023 by the board to widen the roads, clear out snow to allow homeowners to park, remove/demo the carports, to free vehicles and allow more room to park. The work commenced on March 8, 2023.

Note: If your vehicle was damaged by the collapsing of the carports. Please take pictures and obtain quotes on the repair work. Please document everything!

Sagouspe Management is working with our insurance company and contractors to recoup funds to rebuild the carports. As of now the Insurance company is only willing to give the Association \$105,000-\$110,000. This is based on their Actual Cash Value (ACV). This amount also includes the demo work unfortunately, which costed the association \$36,500.00.

- B. Gas Contract (Update): Sagouspe Management has reached out to multiple companies to obtain quotes. Once they are received, the Board will present all quotes to homeowners for discussion and concerns before selecting a final bid for approval.

The board is still waiting on bids from gas companies, but base on a recent inspection done by Ferrell Gas it was brought to the boards attention that our tanks do not meet OSHA standards.

- C. Foxboro Lighting Project (Andrews Electric): Andrew Electric received a response from PG&E regarding the timeline for power and they are estimating a couple of months to complete connection.

4. New Business: Clyde Shaffer

- A. Carport parking assignment designation: A motion was made by Clyde Shaffer to stencil the homeowners without garages Lot #'s on their parking spaces. Erin Woodward seconded the motion. The motion was approved to start work, so it can be completed before summer time. If looking to Help, please reach out to our Board President Clyde Shaffer, he will be spear heading this project with Board Director Erin Woodward.
- B. Emergency Communication Plan discussion: The board is going to work diligently on improving their communication between each other and the homeowners within the association. The board will continuously update Facebook and send emails out to Homeowners with updates, so that everyone can be on the same page.
- C. Landline Phone connection discussion: It was discussed that at least one board member should have a land line in case the cell towers go out, so the board can get updates and address any issues that arise.

5. Reports of Committees:

Architectural/Standards & Compliance Committee: Jarrett Sagouspe

- *Sagouspe Management, Inc. inspected the homes that were not in compliance since April 9th, 2022 inspection. Out of that list, 1 home was still not in compliance. Management will be reaching out to this homeowner to help get quotes on getting their home fixed up.*
- *Inspections will be postponed in April of 2023 and moved to September of 2023.*

Common Area Committee: Frank Gaspar

A. Grounds Report:

- The Gardner is doing a great job! He still has a long way to go, but hopefully 90% of the down trees, branches and bushes will be cleared out before Summer.

6. Owner Comments/Letters: 3 minutes

- Please do not let your dogs bark all night, be courteous to homeowners that sleep with their windows open.
- Quick reminder Vacation rentals are NOT ALLOWED, if caught it could lead to a \$1,000.00 Fine!
- Big Thanks to the Association for all their hard work during the large storm.
- Please remember to VOTE!
- Please be respectful and keep our association clean. Dispose of your trash accordingly.
- Meet your neighbors and exchange information. Please be a good neighbor.
- *Jose Ambriz has done an outstanding job on cleaning up the association.*
- *Thanks to Frank and for all the work he does!*
- As of May 1st – September 30th Boats and trailers will be allowed to park in open stalls throughout the association. Please be courteous and respectful on where you park. Thank you!

7. Adjournment: Meeting was adjourned at 10:44 AM

The next Board Meeting (Annual Meeting) is Saturday, April 15, 2023 at Clyde Shaffer's house, 40547 Big Pine Trail.

Homeowner's Meeting will be at 9:30 AM within Clyde Shaffer's home.

Note: The Annual Meeting Will Not be held Via Zoom

Homeowners/Renters Present:

Clyde & Lori Shaffer - #41
Bernie & Cindy Mynatt - #35
Samuel Bodine - #62
Frank Gaspar - #07
David Minyard - #15
Larry Capsel - #37
Steve Trotta - #83
Erin Woodward - #94
Thomas Simpson - #29
Helen Figueroa - #54
Kathi Gallinetti - #08
Jon & Carole Smoot - #36
Allen Riedel - #111
Mary Lou Norris - #16
(Tony) Kwong Yiu Tam - #81
Macy Maginn -#5
Julie Fauquier - #86
Bradford Applin - #25