

FINAL Meeting Minutes

Ridgeline Homeowners Association Board of Directors meeting Saturday July 08, 2023

1. Welcome Clyde Shaffer, President

- A. Determination of Quorum: The meeting was called to order at 8:00 AM. Board members present were Clyde Shaffer, Helen Figueroa, David Minyard, Frank Gaspar, and Samuel Bodine. 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 David Minyard to accept the minutes of the June 10th meeting. Frank Gaspar seconded the motion. Motion passed to approve the minutes.
- B. Reading of Financial Reports: Jarrett Sagouspe
 - 1. The Profit and Loss Report was provided from June 1st to June 30th, 2023 (see handout for detail). Total income collected for assessments, late fees, etc. was \$7,566.80. Total Expenses were \$8,951.66 (Common Grounds Maintenance, Taxes, Management Fees, Utilities, Tree Removal and Postage/Delivery). Net income for the end of this month was **-\$1,384.86**. Our total Net Income for the year to date is **\$73,666.21**.
 - 2. Ridgeline Homeowners Association provided a balance sheet of total liabilities and equity amongst all accounts (Edward Jones, Chase Checking & Savings) totaling **\$325,118.32**.
 - 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. Jarrett Sagouspe has sent out late and/or collection notices to all homeowners in arrears.

3. Old Business (July 2023): Clyde Shaffer

- A. Propane Bid Vote: Suburban contract expires in July, Ferrell Gas and Suburban have submitted bids, which indicated a \$1000.00+ savings with Ferrell. Board will revisit issue at next meeting. • Propane contract was not voted on, board members still have questions for Jarrett.
- B. Engineering Update (Carports): Clyde has arranged for 2 engineering firms to attend board meeting on July 8th, to discuss carports issues and requirements, firms are (Associate Design and Paulie Engineering). Our only request is to have an angled roof and to find out current standards and what is to code.
- C. Insurance Policy (Update): We are still working on purchasing insurance and possibly forgoing Wild Fire Insurance due to not having carports.
- D. Board Positions & Duties: Board Elections, Erin Woodward resigned the board after the May meeting. We welcomed our new members David Minyard and Sam Bodine. We will hold off voting on positions until all board members are present.
 - David asked what is process of notification for board member absence, that member should notify other members of their absence either at board meeting or by text?
 - Board Positions were roughly discussed but revisions and specifics outside of bylaws will be discussed and voted on when all members are present to bid and/or accept positions.
 - Adams Stirling invoice was for a 3-minute phone call regarding Bylaws. Discussed invoice was for \$305.00. Association will cover this expense.

4. New Business: Clyde Shaffer

- A. Firewise: John Cottington a Director of Coarsegold Resource Conservation District came to speak with the board and homeowners about becoming a Firewise USA® community. He gave a lot of information on the Firewise USA® program so that the board could pass it on to homeowners within Ridgeline. The Firewise USA® program is a voluntary community program that helps bring neighbors together to fire harden homes and increase the ignition resistance of their neighborhoods. CRCD is the Regional Firewise Coordinators, and can provide recognized communities with technical assistance, tool cache, and possible access to grant money for labor and materials required to decrease dead and hazard fuels when available (Forestry area). Many insurance agencies are giving discounts to active Firewise communities as well (5-7%).
- B. Propane Proposal/Vote: A motion was made by Frank Gaspar to accept the Ferrellgas proposal of a 5-year term at \$3.239 per gallon (fluctuating price).

Helen Figueroa seconded the motion. Motion passed to end contract with Suburban Propane, who was at a \$4.27 per gallon, and move forward with Ferrellgas.

- Notices will be sent out once work commences. Homeowners are recommended to be around, so Ferrellgas can relight your pilot lights.
- C. Officer/Director Liability Insurance: The board wants Manager Jarrett Sagouspe to see if he can find a better price on D&O insurance. D&O insurance needs to be reinstated by August 1st, 2023.
- D. Saddleback Drainage Project: A motion was made by Helen Figueroa to approve the repair work on the damaged drain on Saddleback Road before this Winter. Samuel Bodine seconded the motion. Motion was approved to move forward on drainage project before Winter.
- E. RV/Boat Yard Increase: Frank Gaspar made a motion to increase RV/Boat yard fee from \$120 per year to \$204 per year. This amount will go into effect on October 1st, 2023. Helen Figueroa seconded the motion. Motion was approved to increase RV/Boat yard fees to \$204 per year beginning October 1st.
- F. Parking: The parking rules are going to be revisited at the next board meeting, this will also address boat and trailer parking.
- G. Potential Carports/Structural Engineering: Pauli Engineering came out to Ridgeline and spoke with the board about what steps are needed to move forward on a design/permits etc. A cost will be presented to the board for approval. If accepted the plans could take anywhere from 2-3 months.

5. Reports of Committees:

Architectural/Standards & Compliance Committee

Lot #8 Back deck: Lot #8 has 8 feet of personal property behind their home. Owners want to construct a deck to be 10ft deep and to go over the 8ft mark by 2ft. With questions of legality, and being fair to current homeowners, the HOA is asking the homeowners of Lot #8 to make a formal request to build on the 2 ft of RHOA Common Ground. This vote will be mailed to all homeowners for approval.

Lot #103 Fence/Fake Grass: Work has commenced at Lot #103 to bring the fence within 8ft, due to it encroaching on common ground. The fake turf grass will also be removed. This project should take another 2 weeks.

6. Owner comments/Letters

- A homeowner asked if new gas company will come out to relight pilot lights if they go out.

7. Adjournment: Meeting was adjourned at 10:28 AM

The next board meeting will be Saturday, August 12, 2023 at Clyde Shaffer's house, 40547 Big Pine Trail.

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

Homeowners/Renters Present:

Clyde & Lori Shaffer - #41

Helen Figueroa - #54

Frank Gaspar - #07

Samuel Bodine - #62

David Minyard - #15

Steve Trotta - #83

Tom Simpson - #29

Kevin Smith - #09