

FINAL Meeting Minutes

Ridgeline Homeowners Association Board of Directors meeting Saturday November 11, 2023

1. Welcome Clyde Shaffer, President

- A. Determination of Quorum: The meeting was called to order at 8:08 AM. Board members present were Clyde Shaffer, David Minyard, Frank Gaspar, and Steve Trotta. Helen Figueroa was not in attendance. 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 October 14th meeting. Steve Trotta 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 October 1st to October 31st, 2023 (see handout for detail). Total income collected for assessments, late fees, etc. was \$36,269.17. Total Expenses were \$7,467.32 (Common Grounds Maintenance, Taxes, Management Fees, Utilities, Tree Removal and Postage/Delivery). Net income for the end of this month was \$28,801.85. Our total Net Income for the year to date is **\$117,234.93**.
 - 2. Ridgeline Homeowners Association provided a balance sheet of total liabilities and equity amongst all accounts (Edward Jones, Chase Checking & Savings) totaling **\$368,687.04**.
 - 3. Jarrett Sagouspe announced to board members a list of late assessments owed to Ridgeline Homeowners Association (the list outlined 7 homeowners with outstanding dues and/or fines).

- Jarrett Sagouspe has sent out late and/or collection notices to all homeowners in arrears.

3. Old Business (October 2023): Clyde Shaffer

- A. Assessment Increase: A motion was made by David Minyard to increase the Quarterly Assessments to \$380.00 starting January 1st, 2024. Helen Figueroa seconded the motion. Motion passed to increase assessments.
- B. Video Surveillance (Update): A motion was made by David Minyard to install 2 additional surveillance cameras within Ridgeline to view the garbage bins and to pay annual fee of \$300 to record the footage. Steve Trotta seconded the motion. Motion passed to install 2 more cameras and to set up an annual service.
- C. Multi-Family Use: The board needs more time to investigate this matter.
- D. Board Member (Update): With Samuel Bodine's resignation the board asked Steve Trotta to step in. He humbly accepted. Welcome Steve!
- E. Inspections / Inspection Timeframe: A motion was made by David Minyard to extend the inspection repair time. All homeowners that received a notice to remove needles from your roof have till June 30th, 2024 to complete the work. All other repairs have till September 30th, 2024 to be completed. Helen Figueroa seconded the motion. The motion passed to extend the time fame on needle removal and repair work.
- F. Carports/Roads (Update): The collapsed carports have been a large discussion over the last few months. Sagouspe Management, Inc. mailed out a Special Assessment Vote that was due back by September, 21st, 2023 and included a vote to rebuild or not which was determined by the homeowners within the Association that had a covered carport.

The vote to rebuild the carports by special assessment would have to pass with a majority vote by the 91 homeowners. There were 91 homeowners involved in the vote, and 75 mailed in their votes. The results are:

68 Homeowners voted NO on rebuilding the carports

07 Homeowners voted YES to rebuild.

Since the majority votes did not pass the special assessment vote, the remaining funds will be used to fix the areas where the carports were located, excavate the metal pillars, and fill in those areas.

Two quotes were presented to the board to excavate the remaining material within the ground and asphalt the locations where the carports use to be. The

amount totaled \$18,190.00. A motion was made by Frank Gaspar to move forward on this project. David Minyard seconded the motion. Motion passed to start project.

Note: The board is looking to crack seal and slurry coat/stripe the roads next year!

4. New Business:

A. 2024 Budget Approval (Jarrett Sagouspe): A motion was made by David Minyard to approve the 2024 Budget. Steve Trotta seconded the motion. Motion passed to approve the 2024 Budget.

B. Fine Increase Update (Clyde Shaffer): A motion was made by Steve Trotta to increase the fines on the Associations fine schedule. This was based on the association's attorney's recommendation. Frank Gaspar seconded the motion. Motion passed to increase the fines on Ridgeline's fine schedule.

Note: The updated Fine Schedule will be mailed out to all homeowners for their records on December 1st, 2023. This Fine Schedule will also be updated on the website.

C. HOA Common Area Drainage Pipes (Clyde Shaffer): The attorneys informed Ridgeline that the Drainage pipes throughout the association are on a case-by-case basis.

D. Reassign New Parking Assignments (Clyde Shaffer): The stenciling for the parking assignments have been postponed till spring/summer. If any homeowner want's it done before the Winter, please reach out to our President Clyde Shaffer.

E. Update on Excavating and Asphalt Project (Frank Gaspar): The excavating and asphalt project is already under way and will be completed by Sunday, November 12th, 2023.

Note: The board is looking to crack seal and slurry coat/stripe the roads next year between Spring/Summer!

F. Recreational Vehicle Update (Clyde Shaffer If any golf charts or low speed vehicles (LSV) is licensed, it would be allowed to remain within a parking stall within the association. If not, it would have to be moved and stored off site during the winter months.

Note: Please see parking rules and regulations

G. Drain Repair by Lot #103 Update (Frank Gaspar): This project will be completed this month and work should commence within a week or two.

- H. Boat Parking (Clyde Shaffer): The board will be working on the parking policy for boats, trailers, and any recreational vehicles throughout the association. The board's goal is to make the association a safe environment and to be in compliance with the fire department. Also, this will allow homeowners to enjoy their views without it being impeded.
- I. Additional Snow Plow Driver (Clyde Shaffer/Frank Gaspar): Management will be reaching out to additional drivers, so they can be insured through the association. The board wants to have multiple back up plans going into the Winter this year.
- J. CC&R Changes (Clyde Shaffer): Adam Stirling is in the process of amending some sections within the CC&R's. Once amended the board will mail out the revised CC&R's to the homeowners for approval. Once approved it will be recorded and uploaded to the website.
- K. Electronic Billing, Fines, Warnings (David Minyard): The board is looking to go paperless for the 2024 year. This will allow the homeowners to pay via ACH, which will allow fund to be electronically deposited and made online. Statements will also be emailed to all homeowners within the association.

5. Reports of Committees:

Architectural/Standards & Compliance Committee

- Lot #30 wants tree trimmed at the front of their home. The board will be meeting with homeowners after meeting to inspect the tree.

6. Owner comments/Letters

- The 2024 Assessment Increase packet will be mailed out on Friday, December 1st, 2023.
- Ferrellgas will be out Monday, December 4th to install new meters and tanks within Ridgeline. This will take place in phases over approximately 3-4 days. You should have gas within a few hours after your meter is replaced and tanks are installed. Homeowners are recommended to be around, so Ferrellgas can relight your pilot lights. If you cannot make it to Ridgeline during this timeframe, please put a call into Ferrellgas to schedule an appointment. Lora Brazil w/ Ferrellgas (831)227-6567

Note: Also, if you have not turned in your application yet, please do so!

- Happy Holidays!

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

The next board meeting will be Saturday, January 13, 2024 at Clyde Shaffer's house, 40547 Big Pine Trail. You can also attend via Zoom. This link will be found on our website at <http://ridgelinehoa.net/>

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

Homeowners/Renters Present:

Clyde & Lori Shaffer - #41

David Minyard - #15

Frank Gaspar - #07

Steve Trotta - #83

Tom Simpson - #29

Bradford Applin - #25

Chuck & Pam Aiello - #30

Kevin Smith - #09

Rick & Brittany Enthoven - #22