

**BRIDGEHAVEN HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
AUGUST 7, 2017 – 1629 VISTA OAKS WAY  
MINUTES**

**I. CALL TO ORDER**

Board President Michael Karhanek called the meeting of the Board of Directors to order at 6:10PM.

**II. ROLL CALL**

President Michael Karhanek, Vice President; Judie Miller, Secretary Janet Kestenbaum and Director: Richard Winer, Treasurer Catherine Writz

Also present Lupe Aguilera, Association Manager's of Spectrum Property Services, also acting as Recording Secretary.

**III. HOMEOWNERS FORUM**

There were no homeowners present

**IV. 2017 CALENDAR-** Board reviewed calendar.

**V. APPROVAL OF AGENDA –** Agenda approved as presented.

**VI. APPROVAL OF MINUTES**

Michael Karhanek made a motion to approve April 4, 2017 minutes, motion seconded by Catherine Writz and carried unanimously.

**VII. TREASURER'S REPORT**

Treasurer to report the following for month ending March 2017

	OPERATING		RESERVES		SETTLEMENT	TOTAL	
Beginning Balance	\$	117,580.42	\$	369,753.13	\$34,558.43	\$	521,891.98
Cash Receipts	\$	10,721.00	\$	0.00	0.00	\$	10,721.00
Cash Disbursements	-\$	9,586.81	-\$	0.00	0.00	-\$	9,586.81
Other (Transfer/Misc. Income	\$	0.00	\$	3,826.64	0.00	\$	3,826.64
Interest/Dividends	\$	0.00	\$	41.77	0.58	\$	42.35
Balance	\$	118,714.61	\$	373,521.54	\$34,559.01	\$	526,895.16
Reserve Liabilities			-\$	373,621.54			
Reserve Account Overage/Shortage			\$	0.00			

Treasurer to report the following for month ending April 2017

	OPERATING		RESERVES		SETTLEMENT	TOTAL	
Beginning Balance	\$	118,714.61	\$	373,621.54	\$34,559.01	\$	526,895.16
Cash Receipts	\$	10,212.84	\$	0.00	0.00	\$	10,212.84
Cash Disbursements	-\$	9,701.83	-\$	0.00	0.00	-\$	9,701.83
Other (Transfer/Misc. Income	\$	0.00	\$	3,826.64	0.00	\$	3,826.64
Interest/Dividends	\$	0.00	\$	231.23	0.50	\$	231.73

Balance	\$	<u>119,225.62</u>	\$	<u>377,679.41</u>	\$34,559.51	\$	<u>531,464.54</u>
Reserve Liabilities			-\$	<u>377,679.41</u>			
Reserve Account Overage/Shortage			\$	<u>0.00</u>			

Treasurer to report the following for month ending May 2017

	OPERATING		RESERVES		SETTLEMENT	TOTAL	
Beginning Balance	\$	119,225.62	\$	377,679.41	\$34,559.51	\$	531,464.54
Cash Receipts	\$	10,763.44	\$	0.00	0.00	\$	10,763.44
Cash Disbursements	-\$	20,901.63	-\$	399.00	0.00	-\$	21,300.63
Other (Transfer/Misc. Income)	\$	950.00	\$	3,826.64	0.00	\$	4,776.64
Interest/Dividends	\$	0.00	\$	124.36	0.54	\$	124.90
Balance	\$	<u>110,037.43</u>	\$	<u>381,231.41</u>	<u>\$34,560.05</u>	\$	<u>525,828.89</u>
Reserve Liabilities			-\$	<u>381,231.41</u>			
Reserve Account Overage/Shortage			\$	<u>0.00</u>			

Treasurer to report the following for month ending June 2017

	OPERATING		RESERVES		SETTLEMENT	TOTAL	
Beginning Balance	\$	110,037.43	\$	381,231.41	\$34,560.05	\$	525,828.89
Cash Receipts	\$	11,051.00	\$	0.00	0.00	\$	11,051.00
Cash Disbursements	-\$	12,634.36	-\$	0.00	0.00	-\$	12,634.36
Other (Transfer/Misc. Income)	\$	0.00	\$	3,826.64	0.00	\$	3,826.64
Interest/Dividends	\$	0.00	\$	120.79	0.59	\$	121.38
Balance	\$	<u>108,454.07</u>	\$	<u>385,178.84</u>	<u>\$34,560.64</u>	\$	<u>528,193.55</u>
Reserve Liabilities			-\$	<u>385,178.84</u>			
Reserve Account Overage/Shortage			\$	<u>0.00</u>			

Catherine Writz has reviewed all bank reconciliations for February 2017 operating and reserve accounts as provided to me by Spectrum Property Services, in accordance with, Section Civ. Code §5500 California Civil Code. Board approved.

- A. Delinquency reported was attached for Board to view.
- B. Catherine Writz made a motion to lien parcel # #664-0-072-055 the motion seconded by Michael Karhanek and carried unanimously.

## VIII. COMMITTEE REPORTS

- A. Architectural
  1. 1558 Verde Ridge Lane request to install a fountain in front of home. Approved
- B. Landscape (Richard Winer)
  1. Enhance Landscape has completed the weed abatement.
  2. Showscapes proposal for the common area landscape has been completed
  3. Showscapes proposal for the entry/exit gate planter beds has been completed.
- C. Social Committee
 

The Board has cancelled the September community event.

## **IX. MANAGER'S REPORT**

- A. Repair & Maintenance-None to report
- B. Violations-None to report
- C. Violation appeals-None
- D. Verdict hearing violation-None
- E. Correspondence
  - 1. All Bright Painting sent a thank you for submitting painting proposal
  - 2. Showscapes & New View Landscape sent at thank you for submitting proposal for weed abatement
  - 3. Elements Landscape & Enhanced Landscape sent a thank you for submitting maintenance proposal
- D. Newsletter items. -trees overhanging, homeowners to paint wrought iron, trash bins being left out & cancellation of community event.

## **X. OLD BUSINESS**

- A. The new adopted Rule & Regulation for Nuisance/Construction noise was mailed to the homeowners.
- B. The painting of the wrought iron, power washing of the basketball area & wall & guard shack has been completed
- C. The Audit prepared by Moskowitz & Company for fiscal year end 12-31-16 was approved & mailed to the members

## **XI. NEW BUSINESS**

- A. The Insurance renewal was approved. The premium is down \$150.00 from last years policy. This will make the second straight year. Annual premium is \$950.00 for the umbrella renewal & the earthquake renewal is \$8635.00 Annual premium.
- B. Ventura Pest Control will have increase for 2018 of \$12.00 per visit.
- C. Correspondence from Board member regarding welcome letters to new homeowners, will not be able to chair the September event & trees behind her home.
- D. Michael Karhanek made a motion to Moskowitz & Company proposal to prepare review and tax preparation for fiscal year end 12/31/17 the motion seconded by Judie Miller and carried unanimously.
- E. BH1611 request to remove late fee and interest. Michael Karhanek made a motion to remove the \$27.50 late fee and .83 interest the motion was seconded by Catherine Writz.

- F. Correspondence from 1538 Heather Oaks Lane regarding sprinkler pipe and flying drones.
- G. Board is requesting a proposal for Revised By-Laws & CC&R's for next Board meeting.
- H. Board will be looking into LED light for the community.
- I. Manager to get someone to clean the guard shack, windows and fixtures.

## **XII. NEXT MEETING**

The next is an Annual & Board scheduled in September 25, 2017 at 6PM at 1597 Heather Oaks Lane.

**XIII. ADJOURNMENT:** Michael Karhanek adjourned the meeting at 7:10PM, No Executive Session.

Submitted by Lupe Aguilera

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Janet Kestenbaum, Secretary