

**BRIDGEHAVEN HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
APRIL 3, 2018 – 1629 Vista Oaks Lane
MINUTES**

I. CALL TO ORDER

Board President Michael Karhanek called the meeting of the Board of Directors to order at 6:12PM.

II. ROLL CALL

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

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

III. HOMEOWNERS FORUM-

Mary Jo Johnson 1512 Verde Ridge and Andrea Parker 1523 Verde Ridge

IV. 2018 CALENDAR- Board reviewed calendar.

V. APPROVAL OF AGENDA – Agenda approved as presented.

VI. APPROVAL OF MINUTES

Judie Miller made a motion to approve January 8, 2018 minutes, motion seconded by Michael Karhanek and carried unanimously.

VII. TREASURER'S REPORT

VIII. Treasurer to report the following for month ending January 2018

	OPERATING		RESERVES		SETTLEMENT	TOTAL	
Beginning Balance	\$	83,703.75	\$	400,816.53	\$38,390.92	\$	522,911.20
Cash Receipts	\$	7,701.50	\$	0.00	0.00	\$	7,701.50
Cash Disbursements	-\$	8,870.21	-\$	00.00	0.00	-\$	8,870.21
Other (Transfer/Misc. Income	\$	0.00	\$	3,941.40	0.00	\$	3,941.40
Interest/Dividends	\$	0.00	\$	146.93	0.71	\$	147.64
Balance	\$	82,535.04	\$	404,904.86	\$38,391.63	\$	525,831.53
Reserve Liabilities			-\$	404,904.86			
Reserve Account Overage/Shortage			\$	0.00			

Treasurer to report the following for month ending February 2018

	OPERATING		RESERVES		SETTLEMENT	TOTAL	
Beginning Balance	\$	82,535.04	\$	404,904.86	\$38,391.63	\$	525,831.53
Cash Receipts	\$	9,626.00	\$	0.00	0.00	\$	9,626.00
Cash Disbursements	-\$	8,772.67	-\$	339.50	0.00	-\$	8,772.67
Other (Transfer/Misc. Income	\$	0.00	\$	3,941.40	0.00	\$	3,941.40
Interest/Dividends	\$	0.00	\$	410.23	0.62	\$	410.82

Balance	\$	<u>83,388.37</u>	\$	409,256.49	\$38,392.22	\$	<u>531,037.08</u>
Reserve Liabilities			-\$	<u>409,256.49</u>			
Reserve Account Overage/Shortage			\$	<u>0.00</u>			

Treasurer to report the following for month ending January 2018

	OPERATING		RESERVES		SETTLEMENT	TOTAL	
Beginning Balance	\$	83,703.75	\$	400,816.53	\$38,390.92	\$	522,911.20
Cash Receipts	\$	7,701.50	\$	0.00	0.00	\$	7,701.50
Cash Disbursements	-\$	8,870.21	-\$	00.00	0.00	-\$	8,870.21
Other (Transfer/Misc. Income	\$	0.00	\$	3,941.40	0.00	\$	3,941.40
Interest/Dividends	\$	0.00	\$	146.93	0.71	\$	147.64
Balance	\$	<u>82,535.04</u>	\$	<u>404,904.86</u>	<u>\$38,391.63</u>	\$	<u>525,831.53</u>
Reserve Liabilities			-\$	<u>404,904.86</u>			
Reserve Account Overage/Shortage			\$	<u>0.00</u>			

Treasurer to report the following for month ending March 2018

	OPERATING		RESERVES		SETTLEMEN T	TOTAL	
Beginning Balance	\$	83,388.37	\$	409,256.49	\$38,392.22	\$	531,037.08
Cash Receipts	\$	12,480.29	\$	0.00	0.00	\$	12,480.29
Cash Disbursements	-\$	10,592.10	-\$	4,539.50	0.00	-\$	15,131.60
Other (Transfer/Misc. Income	\$	0.00	\$	3,941.40	0.00	\$	3,941.40
Interest/Dividends	\$	0.00	\$	10.32	0.67	\$	10.99
Balance		<u>85,276.56</u>	\$	<u>408,668.71</u>	<u>\$38,392.89</u>	\$	<u>531,037.08</u>
Reserve Liabilities			-\$	<u>408,668.71</u>			
Reserve Account Overage/Shortage			\$	<u>0.00</u>			

Catherine Writz has reviewed all bank reconciliations for January, February & March 2018 operating and reserve accounts as provided to me by Spectrum Property Services, in accordance with, Section Civ. Code §5500 California Civil Code. Catherine Writz made a motion to approve January, February & March 2018 financials, the motion was seconded by Michael Karhanek and carried unanimously.

A. Delinquency reported was attached for Board to view.

B. CD's/Accounts

1. Catherine Writz made a motion to close account #1011 Union Bank Operating \$4,838.24 and transfer funds to 1010 Checking Union Bank Operating ending in 0886. The motion was seconded by Michael Karhanek and carried unanimously.
2. Catherine Writz made a motion to close account #1015 Union Bank Settlement \$38,392.89 and transfer funds to 1030 Checking Union Bank Operating ending in 5142. The motion was seconded by Michael Karhanek and carried unanimously.
3. Board approve to remove \$2.53 from #BH1558.

IX. COMMITTEE REPORTS

A. Architectural-None

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B. Landscape (Richard Winer)

1. Showscapes weed abatement proposal was denied.
2. Manager to get proposal from Enhanced for weed abatement.
3. Showscapes proposal for installation of controller at the cost of \$770.00. The proposal was approved and completed. The invoice to be paid from Union Bank reserves #5194.
4. Richard Winer suggested planting figs in the basketball park area

C. Social Committee (Janet Kestenbaum, Mary Jo Johnson & Andrea Parker)
September 29, 2018 will be the Annual Bar B Que.

X. 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 -None

F. Newsletter items

The date of the weed abatement

XI. OLD BUSINESS -None to address

XII. NEW BUSINESS

A. The community Clean up date is scheduled for April 20-23, 2018.

B. Correspondence from Owens, Moskowitz and Associates, Inc. regarding new ownership.

C. Catherine Writz made a motion to approve review for fiscal year end 12/31/17.

D. Correspondence from 1512 Verde Ridge regarding tree in the cul da sac needs attention.

E. Correspondence from 1545 Heather Oaks Lane requesting a estate sale. Board denied.

F. Correspondence from account #BH1538 requesting remove of late fee \$27.50. Michael Karhanek made a motion to remove the late fee of \$27.50, the motion was seconded by Richard Winer and carried unanimously.

G. Richard Winer reported new paint is bubbling on the wall. He also reported there is a homeowner on Vista Oaks who would like lights bright. They will not be adjusted per Board. He suggested getting proposals for asphalt for the front entrance. Manager to email Richard a couple of names and phone numbers for asphalt companies.

XIII. NEXT MEETING

The next Board is scheduled for June 20, 2018 at 6PM at 1629 Vista Oaks Way

XIV. ADJOURNMENT: Michael Karhanek adjourned the meeting at 7:20PM, Executive Session followed.

Submitted by Lupe Aguilera

Janet Kestenbaum, Secretary

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