

APPROVED

I. Call to order: 6:37 p.m. 9/25/18

II. Roll Call

- A. Present: David Seery, Robert Deuson, Joe Krystkowiak (Joe is attending via phone), Cheri, Trevor Asher
- B. Absent: Ed Martin
- C. Public: Justin Toller, Tom Gasbeck, Donya Krystkowiak, Carol Virgin, Alan Stewart, Laura Hofmann

III. Homeowners Forum (limit 15 minutes)

- A. Justin Toller: Agreed that previous storage of trash cans were a violation and he has taken steps to fix this per the CC&Rs. RV he pushed it this past week when he was installing something. In the future, he will let the board know as an FYI if he does need to have it there longer for maintenance. Interested in pool.
- B. Carol Virgin: painting submission. Spoke with Joe about her wishes to have a new property management company. Requests that Board send a survey to homeowners about their priorities. Wants to see us coordinate with Quailridge I because their neighborhood looks better. Happy to see pool being addressed as it is an embarrassment to the community.
- C. Others are here for pool update.
- D. Pool comments:
 - 1. Furniture
 - 2. Cabana to be updated?
 - 3. Concerned about the costs and reserve balances: Board informed homeowner that this is not an upgrade, but restoring the pool area to good operating conditions to maintain the community assets.
 - 4. Will HOA dues increase?: Board has not discussed but do not anticipate. Operating budget is acceptable to build up reserves, budget is balanced. Prior increase in HOA dues was primarily a result of the large increase in water costs.
 - 5. Lawns: Board is working with Brightview and looking into options. Crabgrass in front lawns. Erosion on hillsides where landscape is pulled out and not replaced.
 - 6. Pool pump: replaced 6 months ago. Pool filter is good. Spa filter might need replacement either at that time or shortly after.
 - 7. Signage around pool area: inexpensive and something that the Board will be looking into.
 - 8. Fencing: some will need to be replaced and painted. Want to fix rust.
 - 9. Timeframe: Start in January is likely. 6-8 week project. Target for the work to be done is over winter while pool usage is down, with a goal to be completed by spring break.

IV. Approval of Minutes

- A. Robert motions to approve. David seconds.

V. Calendar Reserve Calendar

- A. David: question on moving November meeting per Cheri's availability. Looking at moving to another date, but Board needs to discuss further.

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B. December meeting lines up to be on Christmas. Board will need to discuss whether to reschedule for another date or cancel entirely. Robert is fine either way. Plan is to discuss next meeting.

VI. Resale Report – none

VII. Treasurer's Report

A. Robert: looks good. David also went through balances.

VIII. Committee Reports

A. Architectural

1. 11945 Berrybrook re: curb drain approved by board - Complete
2. 11925 Berrybrook re: paint: Approved by board
3. 11931 Berrybrook re: tree and planting in the front yard (need board approval)
4. 11911 Bubbling Brook (not on agenda, homeowner brought architectural request to the Board meeting): Deferring for further discussion and review by Board

B. Landscape

1. Resolution from city of Moorpark re: perimeter street tree care - Work is complete
2. Quote from Brightview re: tree installed at 11935 to replace one that died FYI
3. Email to Brightview re: tree limbs hanging over properties at 11820 Alderbrook; work complete
4. Letters sent to owners at 12003 & 12004 Honeybrook re: tree trimming in the cul-de-sac. Work complete
5. Brightview has sent rebate paperwork to the water purveyor and is waiting for the checks to HOA - FYI
6. Brightview Site Assessment (for Board Review)
7. Tree trimming proposal from Brightview (need board approval)
 - a) Last time was about ~\$17,000 in 2016-2017. Question on what areas were cycled. Spectrum Property Services to investigate previous work orders.
 - b) Purpose of proposed tree trimming will be limited in scope to health of trees, trimming to prevent obstruction of light poles, and property damage prevention
 - c) Quote cost is ~\$20,000: Solicit a second opinion to get a competitive rate before making a decision. To alleviate costs, work is typically staggered to only work that is necessary and not simply cosmetic.
 - d) City of Moorpark may be replacing all light bulbs in street lights. Might want to consider if this would be an issue. City did approach HOA a month ago to take care of one particular street light obstructed by trees, which was taken care of.
 - e) Robert has a good guy who takes care of his backyard. He asks that Spectrum reaches out to see if they are insured for associations.
 - f) Joe emailed Cheri about 2nd opinion. Cheri has a call out to another company, but hasn't heard from them. Joe motions to defer to October. David seconds.
8. Email from Brightview re: calculation for perimeter turf removal (for board review)

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a) Cedar Spring perimeter removing turf outside of neighborhood to replace current grass and landscaping to drought tolerant for a cost of about \$75,000. Board wanted to know what cost savings would be. Per Brightview, likely savings would be about \$3,000 per year. Cheri asked preparer to put into hypothetical budget over time (amortize). Board will review for future consideration.

C. Pool / Spa

1. Proposals for cameras and key FOBs board purchased cameras updated bids for key fobs requested
2. Financial breakdown from Christy on pool project
3. HO feedback was overall positive. David is in favor of moving forward. Joe is in favor. Robert agrees to proceed. Board is unanimous in deciding to engage MD&D Pools to complete the pool work. Will have the electrical routed to the gate for security work, but not ready to engage a company for that work yet. David motions to approve MD&D pools. Robert Seconds. Joe also approves. Colored concrete ~\$4,000+. David isn't in favor of the additional costs. Colored concrete fades and doesn't last as long. Robert agrees with David's assessment. No decision needs to be made on concrete color at this time and further discussions will be held as the project progresses.

D. Correspondence

1. Notices sent to homeowners regarding the pool project update for this meeting.

IX. Managers Report

A. Repair and Maintenance Log

1. R&S Proposal for extending the pool fence was approved; wrought iron was fabricated and installed - complete
2. Report of vehicle damaged by falling tree limb near 11808 Alderbrook, photos and estimate from vehicle owner, per board, matter turned over to the HOA carrier, pending receipt of approval/denial of claim; pending

X. Violation Log

A. 11952 Honeybrook re: trash cans out for days (2nd violation) there is a pending 3rd violation. Initially reported by a HO. Coincidentally, Janis spoke to someone on Honeybrook about this issue who had spoken to Cheri. David confirms that every single day the trash barrels are on the driveway in front of the garage. Robert commented that he noticed it as well during his walk. David points out that the owner is in Washington. Cheri confirms that violation notices are sent to both the homeowner and to the tenant at the house on Honeybrook. David votes to uphold the violation dated August 20th and asks to enforce the \$50 penalty. Joe seconds to uphold the penalty. Robert agrees as well. David wants to confirm for the next meeting if 3rd violation comes with another fine and how much.

B. 11802 Alderbrook discussed during homeowner's forum. Homeowner acknowledged that he was in violation of the CC&Rs and stretched the permit from City of Moorpark. Now he has rectified. Board wants him to be respectful of the rules and his neighbors going forward. David wants to cite that SPS was instructed to send him a trash can violation, which did not happen. Cheri apologizes for missing that and will tighten up on that in future.

XI. Delinquency Report: attached for board review

A. 11930 Honeybrook - Homeowner was requested to attend the meeting, but was not present. May have been due to the miscommunication regarding the meeting date. Agreement was to make payments of \$200 per month to try and get caught up. David and Joe in favor of encouraging HO to make payments. Joe suggests that he pays \$250/month. See if he is willing or able to increase payments to get it paid off faster. Robert wants to know why he isn't paying. Suspect he is unemployed. 2013 is when it started because he is out of work. Robert suggests convincing him to do autopay. Board requests that Cheri send a letter to simply invite him to next board meeting and apologize for inconvenience. Board's decision is deferred to next month's board meeting.

XII. Old Business

A. Exclusive Use Common Areas (approved by board)

B. Reserve study approved by board, work in progress: How is this done? Annual budget for tree trimming is \$7800 (5/1/17-now). YTD is \$2600 and target is \$7800. David looking at this, all the numbers seem extremely low and not close to actual and that our reserves are nowhere near where they need to be. Spectrum comments that the figures are actuarially determined based upon common costs across the country. Need to review reserve study. David has concerns that budgeting is inaccurate. Robert would like the reserve people to come explain to the board the assumptions that go into the study to help understand. All Board members present agree. David points out that balances shown on page 53 doesn't match where Christy is showing where she is taking money from each category. There is an assumption that some money will be added, but David points that doing this within the 3 months that the pool project is going out longer than that (8 months). They can take from other categories during the meantime because it is a single pot of money and the categories are not really important.

XIII. New Business

A. Draft Audit FYE 4/30/18 for your review – approved and mailed to members

XIV. Next Meeting

A. The next meeting of the Board of Directors is scheduled to be held on October 23, 2018 at 6:30 pm at the Quailridge II Cabana

XV. Adjournment: David motions at 8:13pm. Robert seconds.

XVI. Executive Session – Legal, Delinquencies

- A. David formally wishes to acknowledge that Janis resigned via email to Joe, the Board President. Joe accepts her resignation.**
- B. Need to take care of banking signatures. David will receive email from Cheri and get signatures of other board members.**