

**RIVERVIEW VENTURA HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING MINUTES  
JANUARY 17, 2019**

**I. CALL TO ORDER**

President Mike Collins called the meeting of the Board of Directors to order at 7:10 PM. Board Meeting was held at Spectrum Property Services, 1259 Callens Road, Suite C, Ventura, CA 93003.

**II. ROLL CALL**

The following Board Members were present: President Mike Collins, Vice President Margie Raddatz, Secretary Martha Symes-Abrams, Treasurer Michael Richards and Director Kenny Calauastro.

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

**III. HOMEOWNERS FORUM**

Present homeowners:

\*\*Terry & Diane Russell from 1842 Rogue River Circle –Parking Committee and Landscape Committee

**IV. CALENDAR 2018**

Board reviewed.

**V. APPROVAL OF MINUTES**

Martha Symes-Abrams made a motion to approve the September 20, 2018 minutes. The motion was seconded by Michael Richards and carried unanimously.

Margie Raddatz made a motion to approve the October 18, 2018 minutes with corrections. The motion was seconded by Martha Symes-Abrams and carried unanimously.

**VI. TREASURER'S REPORT**

October 2018 Financials

	OPERATING		RESERVES		Total Cash & Investments	
Beginning Balance	\$	133,836.19	\$	466,793.54	\$	600,629.73
Cash Receipts	\$	47,818.60	\$	0.00	\$	47,818.60
Cash Disbursements	-\$	62,869.44	-\$	39,743.00	-\$	102,612.44
Other (Transfer/Misc. Income)	\$	0.00	\$	14,710.55	\$	14,710.55
Interest/Dividends	\$	0.00	\$	861.06	\$	861.06
Balance	\$	118,785.35	\$	442,622.15	\$	561,407.50
Reserve Liabilities			-\$	442,622.15		
Due To (From) Operating			-\$	0.00		

November 2018 Financials

	OPERATING		RESERVES		Total Cash & Investments	
Beginning Balance	\$	118,785.35	\$	442,622.15	\$	561,407.50
Cash Receipts	\$	46,934.88	\$	0.00	\$	46,934.88

Cash Disbursements	-\$	32,481.84	-\$	1,543.35	-\$	34,025.19
Other (Transfer/Misc. Income)	\$	0.00	\$	14,710.55	\$	14,710.55
Interest/Dividends	\$	0.00	\$	190.64	\$	190.64
Balance	\$	133,238.39	\$	455,979.99	\$	589,218.38
Reserve Liabilities			-\$	455,979.99		
Due To (From) Operating			-\$	0.00		

#### December 2018 Financials

	OPERATING		RESERVES		Total Cash & Investments	
Beginning Balance	\$	133,238.39	\$	455,979.99	\$	589,218.38
Cash Receipts	\$	50,033.35	\$	0.00	\$	50,033.35
Cash Disbursements	-\$	57,576.36	-\$	4,481.06	-\$	62,057.42
Other (Transfer/Misc. Income)	\$	0.00	\$	14,710.55	\$	14,710.55
Interest/Dividends	\$	0.00	\$	197.08	\$	197.08
Balance	\$	125,695.39	\$	466,406.56	\$	592,101.94
Reserve Liabilities			-\$	466,406.56		
Due To (From) Operating			-\$	0.00		

Michael Richards gave the October, November & December 2018 financial report and reviewed all bank reconciliations for operating & reserve accounts provided by Spectrum Property Services in accordance with Section Civ. Code §5500 California Civil Code.

- A. Delinquency report was attached for Board to view.
- B. Lien –None at this time.
- C. Pre lien #130-0-102-105 no action needed.

## VII. COMMITTEE REPORTS

### A. Architectural (Mike Collins, Committee Chair)

1. R&S Construction gutter/roofing cleaning scheduled for 2019.
2. R&S Construction proposal for 1936 Montgomery Avenue has been completed.
3. R&S proposals 1831 Montgomery Avenue for front door has been installed. 1844 & 1836 Topaz Avenue have not been completed.
4. Copy of list of numbers for above garage doors have been installed by R&S Construction was provided. He reported there are more numbers to be installed and will order more.
5. R&S Construction proposal for 8582 Parker Lane for installation of fence with two gates for \$3,550.00 was approved.
6. Front doors –the color is fine for the front doors. No action needed.
7. 8621 Twin River Circle –request to install solar system. Denied because Board needs more information and neighbors need to sign off.

### B. Landscape/Trees (Kenny Calastro Committee Chair)

1. Copy of SLM Services October, November & December 2018 monthly reports were attached for Board review.
2. SLM proposal #10172 for turf overseeding at the cost of \$324.00 was approved and completed.
3. SLM proposal #10171 for Parker Lane/Montgomery beautification at the cost of \$502.00 was approved and completed.
4. SLM proposal # 10190 for plants to be planted in the Rogue River Circle planter. Margie Raddatz made a motion to approve the proposal for \$5,604.00, remove the plumbago and replace with another plant.

The invoice will be paid from Union Bank Reserves, component #5195. The motion was seconded by Mike Collins and carried unanimously.

5. SLM proposal #10204 for planting of various areas was tabled.
6. SLM proposal #10259 for Ficus tree removal at 8740 North Bank –was tabled and Manager to get two more arborist opinions.
7. Emails regarding ficus tree. Board reviewed.
8. SLM proposal #10115, tree trimming for 2019, is scheduled for February 4<sup>th</sup> through 8<sup>th</sup>.
9. Emails regarding beautification. Board viewed.

D. Pool (Michael Richards & Mike Collins, Committee Chair)

1. 12 lounge chairs to be purchased from Home Depot at the cost of \$4,631.91. The invoice to be paid from the Union Bank Reserves, component #5251.

E. Parking-(Mike Collins, Terry Russell, Tracy Blackwell)

Terry Russell gave his report and the manager provided a new vehicle list.

F. Social Committee- (Margie Raddatz)

Margie Raddatz reported there were 9 winners for the Holiday Decoration contest.

**VIII. MANAGER'S REPORT - Repair & Maintenance Log was attached for Board review.**

A. Termites

1. Copy of California Termite Solutions inspections reports and summary 1931, 1932, 1933, 1934 Topaz, 1842, 1846, 1873, 1874, 1875, 1876 Rogue River Circle 8644 & 8646 Parker Lane
2. R&S Construction proposal for termite repairs per California Termite Solutions inspections for 8702, 8704, 8484 & 1937 1937 American Way. Marige Raddatz made a motion to approved the proposals. The motion was seconded by Martha Symes-Abrams and carried unanimously.

B. Pest Control.-Critter Buster –No action.

C. Correspondence sent to individual homeowners regarding their specific violation.

1. Violation sent to homeowner regarding specific violation- None to address.

D. Violation Appeals –None at this time

E. Violation Hearing Verdicts- Correspondence sent to individual homeowners regarding their specific Violation hearing verdict.

F. Correspondence

1. 1831 Montgomery & 1844 Topaz regarding installation of new door.
2. Termination notice to MD&D Pools.
3. Termination notice to Cragoe Pest Control

**VIII. OLD BUSINESS**

None to address

**IX. NEW BUSINESS**

- A. Correspondence with pictures from 1926 Montgomery Avenue regarding dirt in walkway.

- B. Correspondence from account #12115 requesting to remove late fee of \$13.40. Mike Collins denied to the request to remove the late fee. The motion was seconded by Michael Richards and carried unanimously.
- C. Correspondence from #1208 regarding husband passed away.
- D. Copy of the insurance renewal. Board reviewed. Margie Raddatz made a motion to renew the Umbrella and Directors & Officers insurance. The motion was seconded by Martha Symes-Abrams and carried unanimously.
- E. At the Executive Session of October 18, 2018 the following was discussed: Violation, Delinquencies, Approval of new Contracts for Critter Busters & Josh's Pool & Spa.

#### **X. NEXT MEETING**

The next Board meeting is scheduled for February 21, 2019 at 6:30 PM at Spectrum Property Services, 1259 Callens Road, Suite C, Ventura.

#### **XI. ADJOURNMENT-**

Mike Collins adjourned at 9:04 PM.

Submitted by Lupe Aguilera

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Secretary Martha Symes-Abrams, Secretary