

**BRIDGEHAVEN HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
FEBRUARY 7, 2017 – 1510 Heather Oaks Lane
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, Treasurer Catherine Writz, Secretary Janet Kestenbaum and Director: Richard Winer.

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

III. HOMEOWNERS FORUM

1. Janet Kestembum reported molds at the Oak Tree on Vista Oaks Lane
2. Catherine Writz reported the red curbs are peeling and bubbling.

IV. 2017 CALENDAR- Board reviewed calendar.

V. APPROVAL OF AGENDA – Agenda approved as presented.

VI. APPROVAL OF MINUTES

Michael Karhanek moved to approve October 19, 2016 Board minutes, motion was seconded by Judie Miller and carried unanimously.

VII. TREASURER'S REPORT

Treasurer to report the following for month ending October 2016

	OPERATING		RESERVES		SETTLEMENT	TOTAL	
Beginning Balance	\$	117,820.82	\$	353,998.55	\$34,555.53	\$	506,374.90
Cash Receipts	\$	8,402.05	\$	0.00	2,541.90	\$	10,943.95
Cash Disbursements	-\$	11,512.05	-\$	0.00	2,541.90	-\$	14,053.95
Other (Transfer/Misc. Income	\$	82.25	\$	2,541.90	0.00	\$	2,624.15
Interest/Dividends	\$	0.00	\$	10.40	0.58	\$	10.98
Balance	\$	114,793.07	\$	356,550.85	\$34,556.11	\$	505,900.03
Reserve Liabilities			-\$	356,550.85			
Reserve Account Overage/Shortage			\$	0.00			

Treasurer to report the following for month ending November 2016

	OPERATING		RESERVES		SETTLEMENT	TOTAL	
Beginning Balance	\$	114,793.07	\$	356,550.85	\$34,556.11	\$	505,900.03
Cash Receipts	\$	9,195.21	\$	0.00	0.00	\$	9,195.21
Cash Disbursements	-\$	14,964.75	-\$	0.00	0.00	-\$	14,964.75

Other (Transfer/Misc. Income	\$	0.00	\$	2,541.90	0.00	\$	2,541.90
Interest/Dividends	\$	0.00	\$	9.56	0.54	\$	10.10
Balance	\$	109,023.53	\$	359,102.31	\$34,556.65	\$	512,682.49
Reserve Liabilities			-\$	359,102.31			
Reserve Account Overage/Shortage			\$	0.00			

Treasurer to report the following for month ending December 2016

	OPERATING		RESERVES		SETTLEMENT	TOTAL	
Beginning Balance	\$	109,023.53	\$	359,102.31	\$34,556.65	\$	502,682.49
Cash Receipts	\$	9,531.60	\$	0.00	0.00	\$	9,531.60
Cash Disbursements	-\$	13,307.96	-\$	0.00	0.00	-\$	13,307.96
Other (Transfer/Misc. Income	\$	0.00	\$	2,541.90	0.00	\$	2,541.90
Interest/Dividends	\$	0.00	\$	100.00	0.54	\$	101.23
Balance	\$	105,247.17	\$	361,744.90	\$34,557.19	\$	501,549.26
Reserve Liabilities			-\$	361,744.90			
Reserve Account Overage/Shortage			\$	0.00			

Treasurer to report the following for month ending January 2017

	OPERATING		RESERVES		SETTLEMENT	TOTAL	
Beginning Balance	\$	105,247.17	\$	361,744.90	\$34,557.19	\$	501,549.26
Cash Receipts	\$	17,650.78	\$	0.00	0.00	\$	17,650.78
Cash Disbursements	-\$	7,729.88	-\$	0.00	0.00	-\$	7,729.88
Other (Transfer/Misc. Income	\$	0.00	\$	3,826.64	0.00	\$	3,826.64
Interest/Dividends	\$	0.00	\$	0.00	0.64	\$	0.64
Balance	\$	115,168.07	\$	365,571.54	\$34,557.83	\$	515,297.44
Reserve Liabilities			-\$	365,571.54			
Reserve Account Overage/Shortage			\$	0.00			

Catherine Writz has reviewed all bank reconciliations for October, November, December 2016 and January 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. Judie Miller made a motion to approval parcel #664-0-072-055, motion was seconded by Richard Winer. (Manager to contact homeowner and agent prior to lien. and carried unanimously If account not paid within 10 days of contact Lien will be filed)
- C. Judie Miller made a motion to close both CD's maturing at Pacific Western Bank approval, motion was seconded by Richard Winer and carried unanimously

VIII. COMMITTEE REPORTS

- A. Architectural-None
- B. Landscape (Richard Winer)
 1. Enhanced Landscape & Showscapes Maintenance proposal tabled for April's meeting.
 2. Manager to request proposals for weed abatement to be review in April's meeting.

C. Trees (Richard Winer)

1. TreeScapes is scheduled to trim tree February 13 through 17th.

D. Social Committee

Janet Kestenbaum will be working on September annual gathering.

IX. MANAGER'S REPORT

A. Repair & Maintenance-None to report

B. Violations-None to report

C. Violation appeals-None

D. Verdict hearing violation

1. Correspondence sent to 1617 Vista Oaks Way regarding their verdict hearing violations.

E. Correspondence

1. #BH1535

E. Newsletter items. Catherine Wirtz gave manager items for newsletter.

X. OLD BUSINESS

A. Board reviewed Tom Murphy from M3 Civil bridge report. No action will be taken at this time.

B. Reserve study prepared by Association Reserves was approved and a summary was mailed to the Members with the budget.

C. The approved budget for fiscal year end 12/31/17 was mailed to the members.

XI. NEW BUSINESS

A. Correspondence from regarding swales on the common area. Manager will get a proposal to Repair/replace.

B. The Board adopted new Rule for Nuisance/Construction noise. Manager to mail to homeowner and be discussed at April meeting for final approval.

C. Correspondence from 1611 Vista Oaks Lane-FYI

D. Ricahrd Winer is requesting proposal the following painting proposals for wrought iron, wall at basketball for the swales

XII. NEXT MEETING

The next Board scheduled for April.

XIII. ADJOURNMENT: The meeting of the Board of Directors was adjourned at 7:30PM, No Executive Session.

Submitted by Lupe Aguilera

Janet Kestenbaum, Secretary