

# BERNARDO SANTA FE HOMEOWNERS' ASSOCIATION

C/o Association Management Group  
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## BOARD OF DIRECTORS MEETING • GENERAL SESSION TUESDAY • AUGUST 9, 2016 • 2:45 P.M.

AT THE ESCONDIDO LIBRARY  
239 S KALMIA STREET, ESCONDIDO

### MINUTES

**NOTICE OF MEETING:** Notice of meeting and an agenda for the General Session meeting of the Board of Directors for the Bernardo Santa Fe Homeowners' Association was posted on the community association bulletin board at least four days prior to the meeting held on Tuesday, August 9, 2016 at 2:45 p.m., at the Escondido City Library, 239 S. Kalmia Street in Escondido, California.

**ATTENDEES:** Dan Conner, Ed Perry, Brooks Deegan, Donna Stevens and Sandy Eischen were attendance.

Earl Feuer of Association Management Group represented Management.

There were two (2) homeowners in attendance: Joanne Moore from 3381 Via Cabo Verde and Tony Stevens from 3275 Camino Vallareal.

**CALL TO ORDER:** Dan Conner officially called the meeting to order at 2:45 p.m.

**EXECUTIVE SESSION MEETING REPORT:** Earl Feuer gave the Executive Session meeting report, indicating the board met in Executive Session prior to the General Session meeting and review and took action on delinquent assessments, the Board authorized filing foreclosure APN: 271-151-1400, approved an increase in the landscape maintenance contract and discussed Board member conduct.

**HOMEOWNER FORUM:** There were two (2) homeowners in attendance who had an opportunity to speak with the Board and ask questions. The comments included, but were not limited to, the following:

**Joanna Moore from 3381 Via Cabo Verde** spoke about her recommendation that the Board do more to keep homeowners in the loop on issues, such as the policy of not repairing an open entry gate when stuck open on the weekend. Ms. Moore felt homeowners might take some action to protect their personal property, if they know the entry gate is broken on a Friday or over the weekend will not be fixed until the first of the week.

**Tony Stevens from 3275 Camino Vallareal** mentioned he has sold his home and escrow is due to close on Friday. They will be moving to Palm Desert.

**MANAGEMENT  
REPORT:**

Community Manager, Earl Feuer, previously provided the Board of Directors with a comprehensive written property management report for their review and comment. There was general discussion on many of the items recorded, during which the following actions were taken.

**Approval of Minutes:** Upon a motion duly made by Dan Conner and seconded by Ed Perry, the Board of Directors voted unanimously to approve the May 24, 2016 General Session Meeting minutes, as submitted.

**Approval of Financial Statement:** Upon a motion duly made by Dan Conner and seconded by Brooks Deegan, the Board of Directors voted unanimously to approve the May through July 2016 financial statements, including the review of bank statement and account reconciliations and journal entries, as submitted, pending CPA review.

**Delinquent Assessments:** Upon a motion duly made by Ed Perry and seconded by Brooks Deegan, the Board of Directors voted unanimously to authorize filing foreclosure APN: 271-151-1400.

**2017 Draft Budget:** Upon a motion duly made by Dan Conner and seconded by Brooks Deegan, the Board of Directors voted unanimously to approve the 2017 budget as prepared with no increase in assessments and to authorize management mail out the budget to the members along with the Annual Policy Statement at year-end.

**Annual Meeting:** Upon a motion duly made by Sandy Eischen and seconded by Ed Perry, the Board of Directors voted unanimously to appoint Earl Feuer as Inspector of Elections for the 2016 Annual Meeting and Election of Directors.

**Landscape Extras:** Upon a motion duly made by Ed Perry and seconded by Sandy Eischen, the Board of Directors voted unanimously to accept proposals 6, 8 and 12 from Green Valley totaling \$3,330 to be paid out of reserves, as follows:

#6: to plant behind 296 Camino Tablero for \$940

#8: to remove 12 dead trees for \$1,700

#12: to remove grass and convert to shrubs for \$690

**Landscape Specifications:** Upon a motion duly made by Brooks Deegan and seconded by Dan Conner, the Board of Directors voted unanimously to authorize the drafted landscape specifications to modify yards, requesting homeowner comment by September 30, 2016.

**MINUTES**

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**Asphalt Work:** Upon a motion duly made by and seconded by, the Board of Directors voted unanimously to approve the proposal from National Paving to seal coat the streets and re-stencil roadway designations at a cost of \$15,539, to be paid out of reserves.

**Automobile Entry Gate:** The attendees discussed repair and maintenance of the automobile entry gates. There has been one malfunction in the last 6 or so months and there was discussion about what circumstances would necessitate emergency gate repair service. Specifically, an exit gate that won't open is an emergency. A malfunction of the safety system where the gate may close on a car is also an emergency. An entry or exit gate stuck open may not be considered an emergency. The Board directed gates stuck open be repaired on regular service calls and will monitor gate malfunctions to determine if there are maintenance issues to address or circumstances which may change the current policy regarding gate repairs requiring emergency service.

**DATE OF THE NEXT MEETING:**

The next meeting is the Annual Meeting and Election of Directors scheduled for Tuesday, September 27, 2016 at 7:00 pm at the Escondido City Library, 239 S. Kalmia Street in Escondido, California. The next meeting of the Board of Directors is scheduled for Tuesday, October 25, 2016 at 2:45 p.m. at the Escondido City Library, 239 S. Kalmia Street in Escondido, California.

**ADJOURNMENT:**

There being no further business to come before this Board of Directors, the General Session Meeting for the Bernardo Santa Fe Homeowners Association was officially adjourned at 4:00 p.m.

**ATTEST:**

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**SIGNATURE:**

\_\_\_\_\_  
**DATE:**