

THE BRIDLE PATH HOME OWNERS ASSOCIATION
BOARD MEETING MINUTES

Simi Valley, California

June 20, 2011

CALLED TO ORDER: 7:05 p.m. (Simi Town Center)

ATTENDANCE: Present: President Bill Apodaca, Vice-President Linda Pierce, Secretary Nancy Fisher, Assistant Secretary Dan McCarty, and Treasurer, Dave Miller.

17 Homeowners were in attendance.

AGENDA ITEMS: Rules of Conduct, Board Member reports, Committee reports, Treasurer's report, New & Old Business, discussion from the floor.

AGENDA REVIEW: Bill called the meeting to order, welcoming everyone, reminding all present that the meeting would be conducted per Roberts Rules of Conduct, and if anyone wishes to speak they need to fill out a card located at the sign-in table, with no comments heard until this time.

Discussion: One homeowner commented that allowing comments during the meeting can have an influence on how Board members vote, disagreeing with this process.

ACTION: President's Report/Bill Apodaca.

Tape recording of meetings - Motion at May Board meeting to rescind the vote during the April Board meeting allowing tape recording of Board meetings did not pass and was again being addressed at this meeting.

MOTION: Motion was made by Dave, seconded by Linda, to not allow tape recording of Board meetings.

3-Ayes; 2-Noes (Dan & Nancy); 0-Abstentions; Motion Carried.

Discussion: Dan wanted it noted that his vote to allow recording of Board meetings was to allow better accounting and accuracy, taping allows for much more comprehensive notes, and it is a very poor decision to not allow recording of Board meetings.

MOTION: A motion was by Bill, seconded by Dave, that the minutes of the Board of Director's meetings should comply with the guidelines recommended in Robert Rules 10th edition and the law firm of Adams Kessler, a law firm that specializes in the Davis-Stirling Act. The following is a list of essential information that should be included in every set of minutes:

- Name of the association
- Type of meeting (regular, special, emergency, executive session)
- Date, time, and location of meeting
- Directors who were present and who were absent, along with their titles
- Names and titles of guests invited to speak to the Board
- Officer and committee reports
- Motions and how directors voted.
- Minutes should reflect decisions and reasons for those decisions

- Minutes should not include specific conversations or statements made by directors or attendees during open discussions
- General description of matters discussed in Executive Session
- General comments/concerns expressed by members in Open Floor discussion
- Date of next meeting
- Time the meeting was adjourned.

5-Ayes; 0-Noes; 0-Abstentions; Motion Carried.

Bridle Trails – DG has been brought into First Street Arena area for use in repairing Bridle Paths.

Safety & Visibility Study by City – Study included Nonchalant/First Street and Mellow/First Street pedestrian crossings. City recommended removal of walls for visibility. HOA owns land, walls erected by developer as a boundary between Bridle Trail and sidewalk.

Discussion: Consideration given to reducing wall height or removing a portion of the walls closest to the crossings as opposed to removing the walls all together; the walls provide an element of safety to horse & rider.

Future BPHOA meeting sites: Meetings will continue to be held at Simi Valley Towne Center at least through December 2011.

Fish and Game Agreement: BPHOA agreement with Fish & Game ends in December 2011, with no more than one extension. Copy of Fish & Game agreement has been sent to a consultant for review. Dog Alley is owned by Rancho Simi Recreation & Park District (RSRPD), not BPHOA..RSRPD is drafting a grant deed to complete the process.

Mountain Park Protocol: Adopted January 2007, this document is separate from Fish & Game and is not subject to renewal.

ACTION: Vice Presidents Report/Linda Pierce.

Welcome letters: Three homes closed escrow in May.

Events: Event Details can be found in the monthly newsletter.

Desensitization Clinic – Cancelled due to EHV-1 virus.

June 25 - Certified Trainer - Jerry Tindell - 9 A.M to 3PM - \$150.

July 31 - Car Show, Block Party, Chili Cook-Off.

August - Garage Sale – See newsletter to follow for details.

Bridle Path T-shirts for sale – see Penny Wilson.

HOA Certified Trainers – Process under way to obtain proof of insurance from all trainers using BPHOA facilities. A Liability Release form is being drawn up by the HOA attorney. Homeowner/Renter must be present at all times with trainer/rider.

Concrete street crossings - Throughout the neighborhood concrete street crossings have been ruffed up to eliminate horses slipping when crossing over them.

ACTION: Secretary's Report /Nancy Fisher

Approval of Minutes –

MOTION: A motion was made by Dave, seconded by Nancy, to postpone approval of May 16, 2011 minutes to the July 2011 meeting, allowing time to review and agree on revisions to current minutes.

5-Ayes; 0-Noes; 0-Abstentions; Motion Carried.

Arenas: Clean Up Workday at First Street – Friday, June 17, 2011

Weed eating, weed picking, trash dumping and raking were done by volunteers to get the First Street Arena areas looking great. Special thank you to an anonymous volunteer with a weed-eater who cleared a large part of the arena area Thursday night, to the Sharpe girls for putting in several hours of labor, Mike Fisher for clearing brush under the pepper trees and behind the storage bin, and Chris McCarty for her hard work all day long. Wood chips have been spread at First Street and Sunnysdale by Frank Colwell to keep weeds down and beautify the area. Malibu Landscape was brought in to clear the area south of the Gymkhana arena and around the arenas as StayGreen was committed to other areas of work within our community. Weed spraying is scheduled to be done in the near future. Research on concepts for upgrading the Gymkhana arena is in progress. In response to Nancy's inquiry to the Board, reserve funds can be allocated for major renovations by a vote of the Board. Available reserves for arena upgrades will be confirmed by the Treasurer.

Emergency Homeowner Contact List: Emmons would like to have an updated homeowner emergency contact list. As with the key cards, a tear off will appear in an upcoming newsletter for homeowners to submit their emergency information. This will be done on a voluntary basis.

ACTION: Treasurers Report / Dave Miller

Treasurer's Report/May: Operative revenues for May were \$20,187. Total common area expenses were \$21,152. Administrative expenses for May were \$6,187. Year-to-date operating profits were \$14,652. Total cash and investments at the end of May were \$429,035.

Audit: Report has been completed, will be available next week, and distributed to the HOA by the end of July.

Reserve Study: Last study was done in 2008, another reserve study is due to be done, and two quotes on a new study have been received to date.

Key Cards: Approximately 40% of homeowners have provided card key numbers. Dave recommended reducing cost of upper card keys to \$10 each, keeping mandatory keys to lower gates only

Discussion: In response to inquiry, adjustments to incorrect postings of two (2) checks by Emmons in April Financials, as discussed at the May meeting, had already been corrected prior to the report by Emmons. Further discussion confirmed that when Frank Colwell drags Genial Trail between Genial and Sunnysdale, the cost for that work is not allocated to arena expense/maintenance.

ACTION: Assistant Secretary Report/Dan McCarty.

Mountain Park – Trail clearance was done in May.

Discussion - Responding to a Board members inquiry, Dan explained that delay in cleanup of specified overgrown areas because these areas were not included in StayGreen's contract, which explains why the StayGreen contract bid was considerably lower than the bid received from Malibu Landscape, whose bid included these areas, a guaranteed start date, and commitment to completion prior to our deadline. Additionally, two miscommunications to Dan included misinformation. Contracted trail work was done in April, one month passed while waiting for brush

clearance, Board voted to approve StayGreens contract bid for work to be done however, StayGreen delayed starting on this project until neighborhood tree trimming was complete. This pushed Mountain Park weed clearance behind schedule. All Mountain Park trash cans have been emptied, the Les Wilcox tree area has been cleaned up.

Gate 3 Drain Repairs: Must be in Fish & Game agreement, Mountain Park Protocol calls for a bridge crossing over the river bed as opposed to driving or riding through the river bed. Wash out in Dog Alley must be included in the scope of work.

Trainer ID –No responses received to request for trainer input regarding identification cards and rules for trainers using BPHOA facilities. Input is still welcome and Dan invited homeowners to drop by his house to submit and/or discuss ideas/proposals/concepts.

Signage: Total expense for four (4) aluminum signs (18 inches high and 24 inches wide) to be used for event announcements and agenda postings, graphics which will have HOA logo built into the sign, and lock down receivers: \$240.40.

MOTION: Motion was made by Dan, seconded by Nancy, to approve \$270.40 to purchase four (4) aluminum signs as described above, for use in our community.

5-Ayes; 0-Noes; 0-Abstentions; Motion Carried.

Fire Clearance: The Fire Department has been contacted regarding area of contention regarding fire clearance; there is still work that homeowners need to complete.

ACTION: Architectural Committee Report/Penny Wilson.

Solar remains most common issue; cautioning homeowners to listen to content and detail of sales offers.

ACTION: CC&R Committee Report/Mary Gabel.

19 open cases and 22 cases closed.

ACTION: By-Laws Committee/Russ Pungchar

Committee has completed articles 1-10. The committee will request a meeting with the Board to review the revisions.

Discussion: One homeowner stated that the Board should not meet in any setting other than Open Session to discuss legal issues (i.e. By-law revisions).

OLD BUSINESS

Cost to store HOA legal files with the HOA attorney – No charge.

Question posted last meeting regarding the President’s ability to vote or be tie breaker – Roberts Rules of Order allow President’s to vote when Boards are small in number (unless the Board decides to implement a policy for the President to reside as a tie breaker only).

NEW BUSINESS: None.

OPEN DISCUSSION FROM THE FLOOR.

Mountain Park Protocol – A homeowner expressed respect for the time and research put into creating this document, conveying concerns as to how people in leadership pick and choose what parts of the document they want to use or ignore, the authors of this document are very knowledgeable, encouraging the Board to talk to the authors

of the document. Also, StayGreen contact clarification is requested to assist committee chairs in understanding areas of responsibility, which accounts funds are drawn from to cover costs for work done on common areas, keeping committees from overlapping each other's work and responsibility.

Board response offered the following clarification:

- Arenas are a subset of Mountain Park;
- Mountain Park is a subset of Landscape;
- Sunnysdale and Meander arenas are not part of contracted 5 foot clearance.

A copy of the contact will be provided to the homeowners who serve on committees requiring clarification.

A homeowner acknowledged the difficulty the Secretary has to document what she is saying when she is contributing to the meeting, further supporting use of the tape recorder, understanding that it would assist in correct documentation. This homeowner also suggested putting the Old Business at the beginning of the minutes, as opposed to the end of the minutes.

Homeowner requested the Board ask StayGreen to slow down when pulling the drag down the Bridle Path trail to avoid creating large amounts of dust. This homeowner encouraged team work amongst Board members as opposed to being dysfunctional by working in opposition to each other.

The Board announced they will adjourn into Executive Session to discuss the following:

1. Continuation of homeowner dispute/fence CC&R violation.
2. CC&R Violations

ADJOURNMENT

A motion was made by Dave, seconded by Nancy, that the meeting be adjourned.

5-Ayes; 0-Noes; 0-Abstentions; Motion carried.

Meeting adjourned at 8:58 PM to July 18, 2011.

Nancy Fisher
Secretary

Minutes approved in Executive Session on 7-18-2011