

**Cypress Home Owners Association  
Board of Directors Meeting Minutes  
March 22, 2018**

1 Upon due notice, given and received, the Cypress Home Owners Association Board of  
2 Directors held their regularly scheduled Board of Directors Meeting on Thursday,  
3 March 22, 2018, Clubhouse #2, Cypress, California. John Russell, President, called  
4 the meeting to order at 7:30 p.m., with a quorum of Directors present.

5  
6 **Directors Present**

7 John Russell, President  
8 Deanna Borodayko, Secretary  
9 Jean Redfearn, Treasurer

10  
11 **Directors Absent**

12 Jack Nance, Vice President

13  
14 **Also Attending**

15 Dianna Campellone, Accell Property Management, Inc.  
16 Three (3) Homeowners

17  
18 **Executive Session Meeting Topics**

19 In accordance with California Civil Code Section 4935(e), the Board of Directors notes  
20 that the following topics were discussed during an Executive Session Meeting held on  
21 March 22, 2018:

- 22
- 23 1. Approval of the Executive Session Minutes from February 21, 2018
  - 24 2. Review of Show Cause Hearing regarding Non Payment Matter
  - 25 3. Review of Late Fee Waiver Request
  - 26 4. Review of Correspondence regarding Delinquent Assessment Account
  - 27 5. Review of The Judge Law Firm Correspondence
  - 28 6. Review of Correspondence regarding Consideration of Litigation
  - 29 7. Review of Cane, Walker and Harkins LLP Correspondence

30  
31 The foregoing Resolution is executed pursuant to the general consent of the Board of  
32 Directors.

33  
34 **Minutes**

35 The Board of Directors reviewed the Minutes from the Board of Directors meeting held

Executive Session  
Meeting Topics

Minutes

36	on February 21, 2018. Following review and discussion, <u>Jean Redfearn made a</u>	
37	<u>motion to approve the Minutes as submitted. Deanna Borodayko seconded the</u>	
38	<u>motion. The motion passed unanimously.</u>	
39		
40	The Board of Directors reviewed the Minutes from the No Quorum Annual Membership	No Quorum
41	meeting held on February 21, 2018. Following review and discussion, <u>Jean Redfearn</u>	Minutes
42	<u>made a motion to approve the Minutes as submitted. Deanna Borodayko seconded</u>	
43	<u>the motion. The motion passed unanimously.</u>	
44		
45	<b><u>Architectural Matters</u></b>	
46	The Board of Directors reviewed an Architectural Application submitted by Saacke,	4645 Larwin
47	4645 Larwin Avenue, regarding surveillance camera installation. Following review and	Avenue
48	discussion, <u>the Board agreed, by general consent, to deny the Architectural</u>	
49	<u>Application as submitted and request that the homeowner resubmit the application</u>	
50	<u>explaining the specific locations of camera installations both in the front and back of</u>	
51	<u>the Unit.</u>	
52		
53	The Board of Directors reviewed an Architectural Application submitted by Schlatter,	4791 Larwin
54	4791 Larwin Avenue, regarding porch light replacement. Following review and	Avenue
55	discussion, <u>Jean Redfearn made a motion to approve the Architectural Application as</u>	
56	<u>submitted. Deanna Borodayko seconded the motion. The motion passed</u>	
57	<u>unanimously.</u>	
58		
59	<b><u>Committee Reports</u></b>	
60	The Board of Directors reviewed correspondence submitted by Premier Commercial	Painting
61	Painting, Inc., Board of Directors, Management, and Homeowners regarding various	Committee
62	change orders, painting requests and concerns. Following review and discussion, <u>the</u>	Report
63	<u>Board agreed, by general consent, to schedule the next community paint walk for</u>	
64	<u>March 27, 2018, at 1:00 p.m. in front of Clubhouse #1.</u>	
65		
66	<b><u>Consent Calendars &amp; Resolutions</u></b>	
67	The Board of Directors reviewed the Resolution to Approve Duties, Responsibilities	Presidential
68	and Authority of the Association President submitted by Management. No Board	Resolution
69	action was taken.	
70		
71	<b><u>Financial Action</u></b>	
72	The Board of Directors reviewed correspondence between the Board of Directors and	Sunwest Bank
73	Management regarding Sunwest Bank. No Board action was required.	Correspondence

74	The Board of Directors reviewed a Bank Transaction Resolution regarding a Morgan Stanley Cash Account. No Board action was taken.	Morgan Stanley Cash Account
75		
76		
77	The Board of Directors reviewed an Inactive Notice submitted by State Farm Bank.	State Farm Bank
78	Following review and discussion, <u>the Board agreed, by general consent, to close the</u>	Inactive Notice
79	<u>account and move all funds to Sunset Bank.</u>	
80		
81	<b><u>Maintenance and Service Proposals</u></b>	
82	The Board of Directors reviewed a proposals submitted by Total Landscape	Tree and Stump
83	Maintenance and Quezada Pro Landscape regarding the removal of two (2) large Ash	Removals
84	trees, stumps included, at 4764 Larwin Avenue, the removal of one (1) Carob tree,	Proposals
85	stump included, at 4862 Larwin Avenue, and the planting of one (1) twenty-four inch	
86	(24") box Magnolia where the trees at 4764 Larwin Avenue were removed. Following	
87	review and discussion, <u>Jean Redfearn made a motion to approve the proposal</u>	
88	<u>submitted by Quezada Pro Landscape in the amount of four thousand seven hundred</u>	
89	<u>dollars (\$4,700.00), only if Total Landscape Maintenance cannot match the cost of</u>	
90	<u>Quezada's proposal. Deanna Borodayko seconded the motion. The motion passed</u>	
91	<u>unanimously.</u>	
92		
93	The Board of Directors reviewed a proposal submitted by Total Landscape	Irrigation and
94	Maintenance regarding irrigation and landscape renovation at 4504-4544 Larwin, at a	Landscape
95	total cost of thirty five thousand twenty-one dollars (\$35,021.00). Following review and	Renovation
96	discussion, <u>the Board agreed, by general consent, to table until further notice.</u>	Proposal
97		
98	The Board of Directors reviewed proposals submitted by Scott English Plumbing	Scott English
99	regarding sewer repairs at 4775, 4777, and 4779 Larwin Avenue. Following review	Plumbing
100	and discussion, <u>the Board agreed, by general consent, to table to the April Meeting.</u>	Proposals
101	<u>Management was directed to request a revised list from Scott English Plumbing</u>	
102	<u>prioritizing with the most urgent repairs first.</u>	
103		
104	The Board of Directors reviewed a proposal submitted by MCC Construction and	MCC
105	Restoration regarding a concrete repair at pool #1. Following review and discussion,	Construction &
106	<u>Jean Redfearn made a motion to approve the proposal at a cost of seven hundred</u>	Restoration
107	<u>thirty-five dollars (\$735.00). John Russell seconded the motion. The motion passed</u>	Proposal
108	<u>unanimously.</u>	
109		
110	<b><u>Administrative &amp; Operating Requests and Actions</u></b>	
111	The Board of Directors reviewed a Memorandum submitted by Management regarding	Bench

112 a bench replacement discussion. Following review and discussion, the Board agreed,  
113 by general consent, to install one (1) bench at each tot lot, two (2) benches in pool #1  
114 and pool #2, and one (1) bench in pool #3.

Replacement  
Discussion

115  
116 The Board of Directors reviewed the 2018 Annual Calendar. No action was required.

2018 Calendar

117  
118 **Financials**

119 The Board of Directors reviewed the Financial Statement for the period ending  
120 February 28, 2018. Following review and discussion, Jean Redfearn made a motion to  
121 approve the Financial Statements, subject to annual audit review. John Russell  
122 seconded the motion. The motion passed unanimously.

Financials

123  
124 **Open Forum**

125 In accordance with State Statute, the homeowners present are given an opportunity to  
126 address the Board of Directors. There were two (2) Homeowners in attendance. The  
127 following topics were discussed in Open Forum: Painting project, Valley Vista  
128 Services, and Architectural matters.

Open Forum

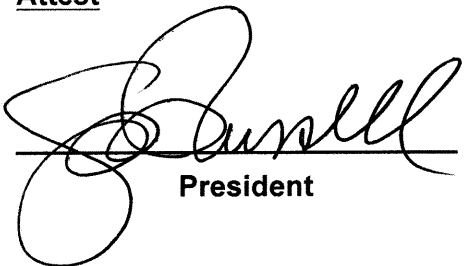
129  
130 **Adjournment**

131 There being no further business to come before the Board of Directors, the Board  
132 agreed, by general consent to adjourn the Meeting at 9:40 p.m.

Adjournment

133  
134 **Attest**

Attest

135  
136  
137  
138   
President

  
Secretary