

**Cypress Home Owners Association  
Board of Directors Meeting Minutes  
May 17, 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, May  
3 17, 2018, Clubhouse #2, Cypress, California. John Russell, President, called the  
4 meeting to order at 7:12 p.m., with a quorum of Directors present.

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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 Robert Black and Paul Ignatowski, Premier Commercial Painting, Inc.  
17 One (1) Homeowner

18  
19 **Executive Session Meeting Topics**

20 In accordance with California Civil Code Section 4935(e), the Board of Directors notes  
21 that the following topics were discussed during an Executive Session Meeting held on  
22 May 17, 2018:

- 23
- 24 1. Approval of the Executive Session Minutes from April 19, 2018
  - 25 2. Reviewed Show Cause Hearings regarding Non-Compliance Matters
  - 26 3. Reviewed Correspondence regarding Non-Compliance Matters
  - 27 4. Reviewed The Judge Law Firm Correspondence
  - 28 5. Reviewed Cane, Walker, and Harkins LLP Correspondence

29  
30 The foregoing Resolution is executed pursuant to the general consent of the Board of  
31 Directors.

32  
33 **Minutes**

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

Executive Session  
Meeting Topics

Minutes

35 on April 19, 2018. Following review and discussion, Jean Redfearn made a motion to  
36 approve the Minutes as submitted. Deanna Borodayko seconded the motion. The  
37 motion passed unanimously.

38

39 **Architectural Matters**

40 The Board of Directors reviewed an Architectural Application submitted by Saacke,  
41 4645 Larwin Avenue, regarding surveillance camera installation. Following review and  
42 discussion, the Board agreed, by general consent, to approve the Architectural  
43 Application contingent upon the surveillance cameras are installed according to the  
44 legal recommendations of David Cane, Cane, Walker, and Harkins LLP.

4645 Larwin  
Avenue

45

46 The Board of Directors reviewed an Architectural Application submitted by Louis, 4757  
47 Larwin Avenue, regarding security screen door installation. Following review and  
48 discussion, the Board agreed, by general consent, to approve the Architectural  
49 Application as submitted.

4757 Larwin  
Avenue

50

51 The Board of Directors reviewed an Architectural Application submitted by Chung,  
52 4557 Larwin Avenue, regarding awning replacement. Following review and  
53 discussion, Deanna Borodayko made a motion to deny the Architectural Application as  
54 the style of awning requested to be installed is not an approved style per the  
55 Association's Architectural Guidelines. Only retractable awnings are allowed. Jean  
56 Redfearn seconded the motion. The motion passed unanimously.

4557 Larwin  
Avenue

57

58 The Board of Directors reviewed an Architectural Application submitted by Germanero,  
59 4799 Larwin Avenue, regarding sliding glass door and window replacement.  
60 Following review and discussion, the Board agreed, by general consent, to approve  
61 the Architectural Application as submitted.

4799 Larwin  
Avenue

62

63 The Board of Directors reviewed an Architectural Application submitted by Lauer,  
64 4763 Larwin Avenue, regarding window replacements. Following review and  
65 discussion, Jean Redfearn made a motion to approve the Architectural Application as  
66 submitted contingent upon the stucco repairs are up to code and done to the Board's  
67 satisfaction. Deanna Borodayko seconded the motion. The motion passed  
68 unanimously.

4763 Larwin  
Avenue

69

70 **Committee Reports**

71 The Board of Directors reviewed correspondence submitted by Premier Commercial  
72 Painting, Inc., Board of Directors, Management, and Homeowners regarding various  
73 change orders, painting requests and concerns. No Board action was required.

Painting  
Committee  
Report

74	Robert Black and Paul Ignatowski of Premier Commercial Painting, Inc. attended the	Premier
75	meeting for the final painting discussion with the Board of Directors. Per Mr. Black,	Commercial
76	there is a four (4) year warranty, vendor will walk annually in May and submit reports	Painting, Inc.
77	of warranty items and other findings with a cost sheet to Management for Board	
78	review.	
79		
80	<b><u>Maintenance and Service Proposals</u></b>	
81	The Board of Directors reviewed a proposal submitted by Scott English Plumbing	Scott English
82	regarding sewer cleanout installations and concrete replacement at 4778 Larwin	Plumbing
83	Avenue and 4780 Larwin Avenue at a cost of seven thousand one hundred sixty	Proposal
84	dollars (\$7,160.00). Following review and discussion, <u>the Board agreed, by general</u>	
85	<u>consent to table to the June 2018 Meeting.</u>	
86		
87	The Board of Directors reviewed a proposal submitted by Scott English Plumbing	Scott English
88	regarding water heater repair at pool #3 at a cost of seven hundred fifty dollars	Plumbing
89	(\$750.00), or water heater replacement at pool #3 at a cost of one thousand six	Proposal
90	hundred seventy dollars and forty-seven cents (\$1,670.47). Following review and	
91	discussion, <u>the Board agreed, by general consent to table to the June 2018 Meeting.</u>	
92		
93	The Board of Directors reviewed a proposal submitted by MCC Construction and	MCC Construction
94	and Restoration Services, Inc. regarding concrete wall repair on the corner of Ball	and Restoration
95	Road and Larwin Avenue. Following review and discussion, <u>John Russell made a</u>	Services Proposal
96	<u>motion to approve Item A: Engineering, Plans and Permitting, at a cost of three</u>	
97	<u>thousand five hundred dollars (\$3,500.00), and Item B: The removal and replacement</u>	
98	<u>of an approximate 20' span of a 6' high, 6" gray slump stone block wall, at a cost of</u>	
99	<u>five thousand six hundred dollars (\$5,600.00). Deanna Borodayko seconded the</u>	
100	<u>motion. The motion passed unanimously.</u>	
101		
102	The Board of Directors reviewed a proposal for foundation repairs submitted by	Premier
103	Premier Commercial Painting, Inc. Following review and discussion, <u>the Board</u>	Commercial
104	<u>agreed, by general consent, to table the proposal until further notice.</u>	Painting, Inc.
105		
106	The Board of Directors reviewed proposals submitted by MCC Construction and	Pool #1 Wrought
107	Restoration Services, Inc., Pacific Rim Architectural Services, Inc., and Brooker	Iron Fence Repair
108	Associates, regarding wrought iron fence repairs at pool #1. Following review and	Proposals
109	discussion, <u>Jean Redfearn made a motion to approve the proposal submitted by MCC</u>	
110	<u>Construction and Restoration Services, Inc., at a cost of one thousand eight hundred</u>	
111	<u>sixty-five dollars (\$1,865.00). John Russell seconded the motion. The motion passed</u>	
112	<u>unanimously.</u>	

113	The Board of Directors reviewed a mold remediation proposal for Clubhouse #1	MCC Construction
114	submitted by MCC Construction and Restoration Services, Inc. Following review and	& Restoration
115	discussion, <u>the Board agreed, by general consent, to table the proposal to the June</u>	Services, Inc.
116	<u>2018 Meeting.</u>	Proposal
117		
118	The Board of Directors reviewed a Post Fungal and Abatement Sampling and Report	Allstate
119	proposal for Clubhouse #1 submitted by Allstate Environmental Solutions, Inc.	Environmental
120	Following review and discussion, <u>the Board agreed, by general consent, to table the</u>	Proposal
121	<u>proposal to the June 2018 Meeting.</u>	
122		
123	The Board of Directors reviewed a proposal submitted by MCC Construction and	MCC Construction
124	Restoration Services, Inc., regarding front exterior shutter installations at 4519 Larwin	and Restoration
125	Avenue and 4523 Larwin Avenue, at a cost of one thousand seventy-five dollars	Proposal
126	(\$1,075.00). Following review and discussion, <u>the Board agreed, by general consent</u>	
127	<u>to table to the June 2018 Meeting.</u>	
128		
129	The Board of Directors reviewed a proposal submitted by Premier Commercial	Premier
130	Painting, Inc., regarding alley restenciling and renumbering at a cost of twelve	Commercial
131	thousand seven hundred fifty dollars (\$12,750.00). Following review and discussion,	Painting, Inc.
132	<u>the Board agreed, by general consent, to table to the September 2018 Meeting.</u>	Proposal
133		
134	<b><u>Administrative &amp; Operating Requests and Actions</u></b>	
135	The Board of Directors reviewed a Permit Verification Form submitted by the Orange	OC Health Care
136	County Health Care Agency regarding the swimming pool. Following review and	Agency Form
137	discussion, <u>the Board agreed, by general consent, to table to the June 2018 Meeting.</u>	
138		
139	The Board of Directors reviewed correspondence submitted by Jane Nguyen, of the	OC Health Care
140	Orange County Health Care Agency regarding an inspection report for pool #3.	Agency
141	Following review and discussion, <u>Management was directed to contact Ms. Nguyen</u>	Correspondence
142	<u>and advise that the required Showers and Toilet Facilities Code does not apply to</u>	
143	<u>Cypress Home Owners Association as residents have facilities in their own units and</u>	
144	<u>non residents are not allowed in the pool areas.</u>	
145		
146	The Board of Directors reviewed the 2018 Annual Project Calendar. Following review	2018 Project
147	and discussion, <u>the Board agreed, by general consent to add "Paint Inspection" to May</u>	Calendar
148	<u>2019.</u>	
149		
150	The Board of Directors reviewed the Communication Worksheet. No further action	Communication
151	was taken.	Worksheet

152 The Board of Directors reviewed vendor history for Total Landscape Maintenance  
153 regarding bulky item pick ups. No Board action was required.

Total Landscape  
Maintenance

154  
155 **Financials**

156 The Board of Directors reviewed the Financial Statement for the period ending  
157 April 30, 2018. Following review and discussion, Jean Redfearn made a motion to  
158 approve the Financial Statements, subject to annual audit review and contingent upon  
159 moving thirty-four dollars and ten cents (\$34.10) from line item 5842, Clubhouse  
160 Management to line item 5215, Custodial Supplies. John Russell seconded the  
161 motion. The motion passed unanimously.

Financials

162  
163 **Open Forum**

164 In accordance with State Statute, the homeowners present are given an opportunity to  
165 address the Board of Directors. There were no Homeowners in attendance.

Open Forum

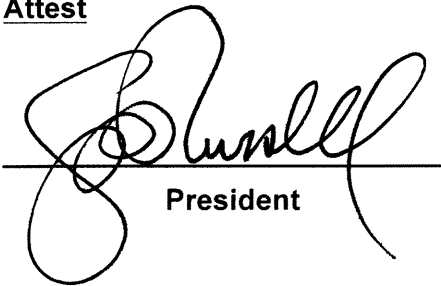
166  
167 **Adjournment**

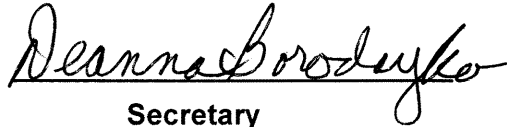
168 There being no further business to come before the Board of Directors, the Board  
169 agreed, by general consent to adjourn the Meeting at 9:25 p.m.

Adjournment

170  
171 **Attest**

Attest

172  
173  
174  
175   
President

  
Secretary