Cypress Home Owners Association Board of Directors Meeting Minutes June 28, 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, June	
3	28, 2018, Clubhouse #2, Cypress, California. John Russell, President, called the	
4	meeting to order at 7:26 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	Two (2) Homeowners	
17		
18	Executive Session Meeting Topics	
19	In accordance with California Civil Code Section 4935(e), the Board of Directors notes Executive Session	'n
20	that the following topics were discussed during an Executive Session Meeting held on Meeting Topics	
21	June 28, 2018:	
22		
23	1. Approval of the Executive Session Minutes from May 17, 2018	
24	2. Reviewed Show Cause Hearing regarding Non-Compliance Matter	
25	3. Reviewed Correspondence regarding Non-Compliance Matters	
26	4. Reviewed Late Fee Waiver Request	
27	5. Reviewed Cane, Walker, and Harkins LLP Correspondence	
28	6. Reviewed Returned Check Correspondence	
29	7. Reviewed Janitorial Vendor Correspondence	
30	8. Reviewed Farmers Insurance Correspondence	
31	9. Reviewed Prendiville Insurance Agency Correspondence	
32		
33	The foregoing Resolution is executed pursuant to the general consent of the Board of	
34	Directors.	
35		

36	<u>Minutes</u>	
37	The Board of Directors reviewed the Minutes from the Board of Directors Meeting held	Minutes
38	on May 17, 2018. Following review and discussion, Jean Redfearn made a motion to	
39	approve the Minutes as submitted. Deanna Borodayko seconded the motion. The	
40	motion passed unanimously.	
41		
42	Architectural Matters	
43	The Board of Directors reviewed an Architectural Application submitted by Ramirez,	4749 Larwin
44	4749 Larwin Avenue, regarding patio fence replacement. Following review and	Avenue
45	discussion, Jean Redfearn made a motion to approve the Architectural Application as	
46	submitted. Deanna Borodayko seconded the motion. The motion passed	
47	unanimously.	
48		
49	Committee Reports	
50	The Board of Directors reviewed correspondence submitted by homeowners regarding	Painting Project
51	various painting project concerns. No Board action was required.	Correspondence
52		
53	The Board of Directors reviewed correspondence submitted by Don Moreau, Parking	Parking
54	Committee, regarding a stored and cited vehicle. No Board action was required.	Committee
55		
56	Consent Calendars & Resolutions	
57	The Board of Directors reviewed Special Resolutions of the Board of Directors via	Special
58	Emergency Electronic Meeting regarding sewer pipe repair proposals submitted by	Resolutions
59	Scott English Plumbing at the following locations:	
60	1) 4812 Larwin Avenue, at a cost of three thousand two hundred fifty dollars	
61	(\$3,250.00)	
62	2) 4816 Larwin Avenue, at a cost of eight thousand seven hundred fifty dollars	
63	(\$8,750.00)	
64	3) 4824 Larwin Avenue, at a cost of three thousand eight hundred sixty-two dollars	
65	(\$3,862.00) and	
66	4) 4834 Larwin Avenue, at a cost of eight thousand seven hundred fifty dollars	
67	(\$8,750.00)	
68	No Board action was required.	
69		
70	Financial Action	
71	The Board of Directors reviewed Income Tax Returns submitted by Inouye, Shively,	Income Tax
72	and Klatt. Following review and discussion, <u>the Board agreed, by general consent, to</u>	Returns
73	approve the Income Tax Returns as submitted.	

74 Maintenance and Service Proposals 75 Maintenance and Service Proposals 76 The Board of Directors reviewed a proposal submitted by Scott English Plumbing 76 mean and a motion to approve the proposal as submitted. Deanna 76 Borodayko seconded the motion. The motion passed unanimously. 77 The Board of Directors reviewed a proposal submitted by Scott English Plumbing 78 regarding sewer cleanout installations in the back yards at 4778 Larwin Avenue and 78 4780 Larwin Avenue, at a cost of seven thousand one hundred sixty dollars 79 regarding sewer cleanout installations in the back yards at 4778 Larwin Avenue and 79 proposal Scott English 70 proposal as submitted. Deanna Borodayko seconded the motion. The Proposal 76 motion passed unanimously. Scott English Plumbing 76 regarding a sewer repair in the back yard at 4780 Larwin Avenue, at a cost of eight Plumbing Proposal 76 regard of Directors reviewed a proposal submitted by Aquatic Balance regarding Reatfearn made a motion to approve the proposal as submitted. Deanna Borodayko Secott English 76 the Board of Directors reviewed a proposal submitted by Aquatic Balance regarding Proposal			
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102 Incursor. 103 104 The Board of Directors reviewed a Post Fungal and Abatement Sampling and Report 105 proposal for Clubhouse #1 submitted by Allstate Environmental Solutions, Inc. 106 Following review and discussion, the Board agreed, by general consent, to table the 107 proposal until further notice. 108 109 109 The Board of Directors reviewed proposals submitted by Prendiville Insurance Agency, Insurance	101	discussion, the Board agreed, by general consent, to table the proposal until further	Services, Inc.
104The Board of Directors reviewed a Post Fungal and Abatement Sampling and ReportAllstate105proposal for Clubhouse #1 submitted by Allstate Environmental Solutions, Inc.Environmental106Following review and discussion, the Board agreed, by general consent, to table theProposal107proposal until further notice.Proposal108109The Board of Directors reviewed proposals submitted by Prendiville Insurance Agency,Insurance	102	notice.	Proposal
 proposal for Clubhouse #1 submitted by Allstate Environmental Solutions, Inc. Following review and discussion, the Board agreed, by general consent, to table the proposal until further notice. The Board of Directors reviewed proposals submitted by Prendiville Insurance Agency, Insurance 	103		
 Following review and discussion, <u>the Board agreed, by general consent, to table the</u> proposal until further notice. The Board of Directors reviewed proposals submitted by Prendiville Insurance Agency, Insurance 	104	The Board of Directors reviewed a Post Fungal and Abatement Sampling and Report	Allstate
 107 proposal until further notice. 108 109 The Board of Directors reviewed proposals submitted by Prendiville Insurance Agency, Insurance 	105	proposal for Clubhouse #1 submitted by Allstate Environmental Solutions, Inc.	Environmental
108 109 The Board of Directors reviewed proposals submitted by Prendiville Insurance Agency, Insurance	106	Following review and discussion, the Board agreed, by general consent, to table the	Proposal
109 The Board of Directors reviewed proposals submitted by Prendiville Insurance Agency, Insurance	107	proposal until further notice.	
	108		
110 LaBarre/Oksnee Insurance Agency, and Armstrong/Robitaille/Reigle Business. Renewal	109	The Board of Directors reviewed proposals submitted by Prendiville Insurance Agency,	Insurance
	110	LaBarre/Oksnee Insurance Agency, and Armstrong/Robitaille/Reigle Business.	Renewal

111	Following review and discussion, Jean Redfearn made a motion to approve the annual	
112	premium and flood and earthquake coverage at a cost of sixty-four thousand nine	
113	hundred thirty-eight dollars and eight cents (\$64,938.08). Deanna Borodayko	
114	seconded the motion. The motion passed unanimously.	
115		
116	Administrative & Operating Requests and Actions	
117	The Board of Directors reviewed the 2018 Annual Project Calendar. No Board action	2018 Project
118	was taken.	Calendar
119		
120	The Board of Directors reviewed the Communication Worksheet. No Board action	Communication
121	was taken.	Worksheet
122		
123	The Board of Directors reviewed a request for reimbursement submitted by Kim, 4828	4824 Larwin
124	Larwin Avenue, regarding broken plastic patio roof panels. Following review and	Avenue
125	discussion, the Board agreed, by general consent, to table until the following additional	
126	documentation is received: an invoice from the contractor who installed the patio	
127	cover, and an Architectural Application.	
128		
129	The Board of Directors reviewed correspondence submitted by Fisher, 4814 Larwin	4814 Larwin
130	Avenue, regarding the refusal of a clean out installation in the back yard. Following	Avenue
131	review and discussion, the Board agreed, by general consent, to request the	
132	homeowner allow Scott English Plumbing to inspect the clean out in the downstairs	
133	bathroom. If the homeowner refuses the request, the homeowner will be completely	
134	responsible for any floods or sewer matters at the unit.	
135		
136	The Board of Directors reviewed correspondence submitted by Diehl, 4846 Larwin	4846 Larwin
137	Avenue, regarding a friend of her son who tried to sit in the toddler swing on the	Avenue
138	playground and could not get out. The Fire Department was called and had to cut the	
139	swing to get the child out. Following review and discussion, the Board agreed, by	
140	general consent, to hold the homeowner financially responsible for the replacement of	
141	the toddler swing.	
142		
143	The Board of Directors reviewed a Memorandum submitted by Management	Pool Furniture
144	regarding pool furniture replacement. Following review and discussion, the Board	Replacement
145	agreed, by general consent, to purchase ten (10) Adirondack chairs at a cost not to	
146	exceed twenty dollars (\$20.00) each, color red. John Russell and Deanna Borodayko	
147	will purchase and pick up the chairs.	

148

149	The Board of Directors reviewed a Memorandum submitted by Management	July Landscape
150	regarding the date and time of the July 2018 landscape walk. Following review and	Walk
151	discussion, the Board agreed, by general consent, to schedule the July landscape	
152	walk for July 10, 2018 at 11:00 a.m.	
153		
154	The Board of Directors reviewed a Memorandum submitted by Management	Meeting Date
155	regarding meeting date changes. Following review and discussion, the Board agreed,	Changes
156	by general consent, to change the following Meeting dates: July 31, 2018 Meeting will	
157	be changed to August 8, 2018, and October 25, 2018 Meeting date will be changed to	
158	<u>October 18, 2018.</u>	
159		
160	The Board of Directors reviewed correspondence submitted by Scott English	Scott English
161	Plumbing regarding an update on the back yard clean out installations at 4778 Larwin	Plumbing
162	Avenue and 4780 Larwin Avenue and a Sewer Upgrade and Hydro-jetting Project	
163	Report. No Board action was required.	
164		
165	Financials	
166	The Board of Directors reviewed a Certificate of Deposit Account Registry Service	CDARS
167	Customer Request For Account Placement submitted by City National Bank for	
168	Lakeland Bank and Northern Bank and Trust, maturing on August 2, 2018. Following	
169	review and discussion, Jean Redfearn made a motion to roll the Lakeland Bank and	
170	Northern Bank and Trust CD to a term of twenty-six (26) weeks, and interest paid at	
171	maturity. Deanna Borodayko seconded the motion. The motion passed unanimously.	
172		
173	The Board of Directors reviewed a Certificate of Deposit Account Registry Service	CDARS
174	Customer Request For Account Placement submitted by City National Bank for	
175	Lakeland Bank, maturing on August 2, 2018. Following review and discussion, Jean	
176	Redfearn made a motion to roll the Lakeland Bank CD to a term of fifty-two (52)	
177	weeks, and interest paid at maturity. Deanna Borodayko seconded the motion. The	
178	motion passed unanimously.	
179		
180	The Board of Directors reviewed a Certificate of Deposit Account Registry Service	CDARS
181	Customer Request For Account Placement submitted by City National Bank for BOKF,	
182	N. A., maturing on August 30, 2018. Following review and discussion, Jean Redfearn	
183	made a motion to roll the BOKF, N. A. CD to a term of twenty-six (26) weeks, and	
184	interest paid at maturity. Deanna Borodayko seconded the motion. The motion	
185	passed unanimously.	
186		

407	The Development of the Figure in Statement for the period and ing	Financials
187	The Board of Directors reviewed the Financial Statement for the period ending	Financials
188	May 31, 2018. Following review and discussion, Jean Redfearn made a motion to	
189	approve the Financial Statements, subject to annual audit review and contingent upon	
190	closing the Pacific Premier Bank CD and moving one hundred twenty five thousand six	
191	hundred twenty-six dollars and fifty-five cents (\$125,626.55) to Sunwest Bank.	
192	Deanna Borodayko seconded the motion. The motion passed unanimously.	
193		
194	Open Forum	
195	In accordance with State Statute, the homeowners present are given an opportunity to	Open Forum
196	address the Board of Directors. There were no Homeowners in attendance.	
197		
198	Adjournment	
199	There being no further business to come before the Board of Directors, the Board	Adjournment
200	agreed, by general consent to adjourn the Meeting at 9:28 p.m.	
201		
202	Attest	Attest
203		
204	Dennel Manna Dorodayko-	
205	President Secretary	
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