

**Cypress Home Owners Association
Board of Directors Meeting Minutes
May 23, 2013**

1 Upon due notice, given and received, the Cypress Home Owners Association Board
2 of Directors held their regularly scheduled Board of Directors Meeting on Thursday,
3 May 23, 2013, Clubhouse #2, Cypress, California. John Russell, President, called the
4 meeting to order at 7:46 p.m. with a quorum of Directors present.

5
6 **Directors Present**

7 John Russell, President
8 Tamara Honegan, Vice President
9 Carl Kroll, Secretary
10 Judith Fischer, Treasurer

11
12 **Directors Absent**

13 Diane Woodman, Director At Large

14
15 **Also Attending**

16 Yamy Criblez, Accell Property Management, Inc.
17 Dianna Campellone, Accell Property Management, Inc.
18 Two (2) Homeowners

19
20 **Executive Session Meeting Topics**

21 In accordance with California Civil Code Section 1363.05, the Board notes that the
22 following topics were discussed during an Executive Session Meeting held on May
23 23, 2013:

- 24
- 25 1. Approval of the Executive Session Minutes from April 25, 2013
 - 26 2. Show Cause Hearing
 - 27 3. Parking Committee Correspondence
 - 28 4. Homeowner Correspondence
 - 29 5. Delinquencies
 - 30 6. The Judge Law Firm Correspondence
 - 31 7. Cane, Walker and Harkins Correspondence

32
33 The foregoing Resolution is executed pursuant to the general consent of the Board
34 of Directors.

35
36 **Minutes**

37 The Board of Directors reviewed the Minutes from the Board of Directors Regular

Executive Session

Minutes

38 Session Meeting held on April 25, 2013. Following review, it was the general
39 consent of the Board of Directors to approve the Minutes as presented. The motion
40 passed unanimously.

41

42 **Architectural Matters**

43 The Board of Directors reviewed an architectural application submitted by the
44 homeowner of 4531 Larwin Avenue for window replacement. Following review and
45 discussion, it was the general consent of the Board of Directors to approve the
46 application as presented. The motion passed unanimously.

4531 Larwin
Avenue

47

48 The Board of Directors reviewed an architectural application submitted by the
49 homeowner of 4559 Larwin Avenue for window replacement. Following review
50 and discussion, it was the general consent of the Board of Directors to approve the
51 application as presented. The motion passed unanimously.

4559 Larwin
Avenue

52

53 The Board of Directors reviewed an architectural application submitted by the
54 homeowner of 4645 Larwin Avenue for skylight installation. Following review
55 and discussion, it was the general consent of the Board of Directors to approve the
56 application as presented. The motion passed unanimously.

4645 Larwin
Avenue

57

58 The Board of Directors reviewed an architectural application submitted by the
59 homeowner of 4747 Larwin Avenue for patio cover installation. Following review
60 and discussion, it was the general consent of the Board of Directors to approve the
61 application as presented. The motion passed unanimously.

4747 Larwin
Avenue

62

63 The Board of Directors reviewed an architectural application submitted by the
64 homeowner of 4804 Larwin Avenue for fence replacement. Following review
65 and discussion, it was the general consent of the Board of Directors to approve the
66 application as presented. The motion passed unanimously.

4804 Larwin
Avenue

67

68 **Consent Calendars and Resolutions**

69 The Board of Directors reviewed Lien Authorization Consent Calendar for account
70 #14578-01. Following review and discussion, a motion was made by Judith Fischer
71 and seconded by John Russell to place lien authorization on hold until further notice.
72 The motion passed unanimously.

Lien Authorization
Consent Calendar

73

74 **Financials**

75 The Board of Directors reviewed the FDIC Insurance Memorandum submitted by

FDIC Insurance

76	Accell Property Management, Inc. Following review and discussion, <u>a motion was</u>	
77	<u>made by John Russell and seconded by Tamara Honegan to approve a one time</u>	
78	<u>transfer of funds from City National Bank Operating Account to US Bank Money</u>	
79	<u>Market Account in the amount of one hundred thousand dollars (\$100,000.00). The</u>	
80	<u>motion passed unanimously.</u>	
81		
82	The Board of Directors reviewed the financial statements for the period ending	Financial
83	April 30, 2013. Following review, <u>a motion was made by John Russell and seconded</u>	Statements
84	<u>by Carl Kroll to approve the financial statements as presented. The motion passed</u>	
85	<u>unanimously.</u>	
86		
87	<u>Board Actions</u>	
88	The Board of Directors reviewed proposals for Reserve Study preparation submitted	Reserve Study
89	by several vendors. Following review and discussion, <u>a motion was made by Judith</u>	Proposals
90	<u>Fischer and seconded by Tamara Honegan to approve the proposal submitted by</u>	
91	<u>Strategic Reserves Corp. for a financial update (no site visit) in the amount of three</u>	
92	<u>hundred ninety nine dollars (\$399.00). The motion passed unanimously.</u>	
93		
94	The Board of Directors reviewed proposals for park benches submitted by Peachtree	Park Bench
95	Business Products. Following review and discussion, <u>it was the general consent of the</u>	Proposals
96	<u>Board of Directors to approve the proposal for a six foot (6') Contour, In-Ground, green</u>	
97	<u>color park bench in the amount of seven hundred sixty nine dollars (\$769.00). The</u>	
98	<u>motion passed unanimously.</u>	
99		
100	The Board of Directors reviewed a proposal for flat roof repair and door jamb	4830 Larwin
101	replacement at 4830 Larwin Avenue submitted by Antis Roofing and Waterproofing,	Proposal
102	Inc. Following review and discussion, <u>it was the general consent of the Board of</u>	
103	<u>Directors to approve only the flat roof repair in the amount of one thousand four</u>	
104	<u>hundred eighty five dollars (\$1,485.00). The motion passed unanimously.</u>	
105		
106	The Board of Directors reviewed a proposal for rusted gravel guard metal flashing	Antis Roofing
107	at 4776 Larwin Avenue building submitted by Antis Roofing and Waterproofing, Inc.,	Proposal
108	in the amount of eleven thousand six hundred ninety dollars (\$11,690.00). After	
109	review and discussion, <u>it was the general consent of the Board of Directors to table</u>	
110	<u>until further notice. The motion passed unanimously.</u>	
111		
112	The Board of Directors reviewed a change order for additional work completed at	Antis Roofing
113	4636-4646 Larwin Avenue submitted by Antis Roofing and Waterproofing, Inc.	Change Order

114 After review and discussion, it was the general consent of the Board of Directors to
115 approve the change order in the amount of four thousand four hundred seventeen
116 dollars and fifty cents (\$4,417.50). The motion passed unanimously.

117

118 The Board of Directors reviewed a change order for additional work completed at
119 4764-4779 Larwin Avenue submitted by Antis Roofing and Waterproofing, Inc.

Antis Roofing
Change Order

120 After review and discussion, it was the general consent of the Board of Directors to
121 approve the change order in the amount of four thousand three hundred eighty two
122 and fifty cents (\$4,382.50). The motion passed unanimously.

123

124 The Board of Directors reviewed a change order for additional work completed at
125 4798-4804 Larwin Avenue submitted by Antis Roofing and Waterproofing, Inc.

Antis Roofing
Change Order

126 After review and discussion, it was the general consent of the Board of Directors to
127 approve the change order in the amount of three thousand two hundred ninety eight
128 dollars (\$3,298.00). The motion passed unanimously.

129

130 The Board of Directors reviewed a proposal for annual painting and repair
131 maintenance submitted by Arenas Painting. Following review and discussion, it
132 was the general consent of the Board of Directors to approve the annual painting
133 maintenance proposal in the amount of five thousand dollars (\$5,000.00) beginning
134 July 1, 2013. The motion passed unanimously.

Arenas Painting
Proposal

135

136 The Board of Directors reviewed a proposal for trash enclosure repair submitted by
137 Arenas Painting. After review and discussion, a motion was made by Judith Fischer
138 and seconded by John Russell to approve the proposal in the amount of five
139 hundred twenty five dollars (\$525.00). The motion passed unanimously.

Arenas Painting
Proposal

140

141 The Board of Directors reviewed a proposal for concrete repair around the drain on
142 the pool walkway submitted by Sheeler Bros., Inc. After review and discussion, a
143 motion was made by Judith Fischer and seconded by Carl Kroll to approve the
144 proposal in the amount of one hundred seventy five dollars (\$175.00). The motion
145 passed unanimously.

Sheeler Bros., Inc.
Proposal

146

147 The Board of Directors reviewed a Memorandum submitted by Accell Property
148 Management Inc., regarding oil stains in the carports. After review and discussion,
149 it was the general consent of the Board of Directors to send a Second and Final
150 Notice before inviting homeowner to a hearing for oil stains in the carports. The
151 motion passed unanimously.

Oil Stain
Discussion

152

153 The Board of Directors reviewed a Memorandum submitted by Accell Property
154 Management Inc., regarding pool monitoring. After review and discussion, it was
155 the general consent of the Board of Directors to table until further notice.

Pool Monitoring
Discussion

157 **Open Forum**

158 The following items were discussed during Open Forum.

Open Forum

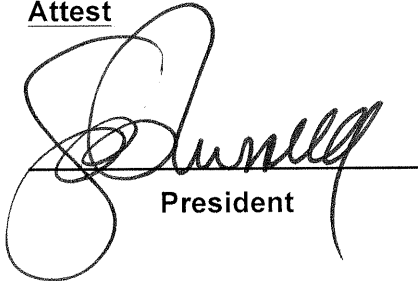
- 159 1. New Playground
160 2. Roof Replacement

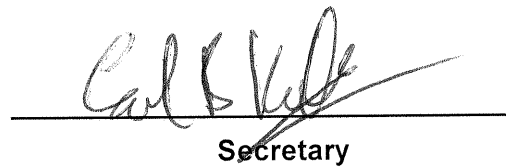
162 **Adjournment**

163 There being no further business to come before the Board, it was the general consent
164 of the Board of Directors to adjourn the Meeting at 9:10 p.m.

Adjournment

166 **Attest**

167 
168 _____
169 **President**

167 
168 _____
169 **Secretary**