

**Cypress Home Owners Association  
Board of Directors Meeting Minutes  
January 24, 2019**

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 January 24, 2019, Clubhouse #2, Cypress, California. John Russell, President, called  
4 the meeting to order at 6:42 p.m., with a quorum of Directors present.

5  
6 **Directors Present**

7 John Russell, President  
8 Jack Nance, Vice President  
9 Deanna Borodayko, Secretary  
10 Jean Redfearn, Treasurer

11  
12 **Directors Absent**

13 None

14  
15 **Also Attending**

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

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 January 24, 2019:

**Executive Session  
Meeting Topics**

- 23  
24 1. Approval of the Executive Session Minutes from November 29, 2018  
25 2. Reviewed Payment Plan Request  
26 3. Reviewed Statement of Account Preliminary to Levying of Lien  
27 4. Reviewed Notice of Transfer  
28 5. Reviewed The Judge Law Firm Correspondence  
29 6. Reviewed 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

**Minutes**

36 on November 29, 2018. Following review and discussion, Jean Redfearn made a  
37 motion to approve the Minutes as submitted. Deanna Borodayko seconded the motion.  
38 The motion passed unanimously.

39

#### 40 **Architectural Matters**

41 The Board of Directors reviewed an Architectural Application submitted by Davids,  
42 4850 Larwin Avenue, regarding the existing enclosed patio. Following review and  
43 discussion, the Board agreed, by general consent, to approve the Architectural  
44 Application as submitted.

45

#### 46 **Consent Calendars & Resolutions**

47 The Board of Directors reviewed a Lien Authorization Consent Calendar for account  
48 number 14625-01. Following review and discussion, the Board agreed, by general  
49 consent, to deny the Consent Calendar as submitted.

50

#### 51 **Maintenance and Service Proposals**

52 The Board of Directors reviewed roof replacement proposals submitted by Antis  
53 Roofing and Waterproofing and McCormack Roofing and Window Company for 4590-  
54 4600 Larwin Avenue. Following review and discussion, Jean Redfearn made a motion  
55 to approve the proposal submitted by Antis Roofing and Waterproofing in the amount  
56 of fifty-four thousand eight hundred six dollars (\$54,806.00). Jack Nance seconded  
57 the motion. The motion passed unanimously.

58

59 The Board of Directors reviewed a roof repair proposal submitted by Antis Roofing and  
60 Waterproofing regarding 4614 Larwin Avenue, in the amount of one thousand eight  
61 hundred forty-seven dollars (\$1,847.00). Following review and discussion, Jean  
62 Redfearn made a motion to approve the proposal as submitted. Deanna Borodayko  
63 seconded the motion. The motion passed unanimously.

64

65 The Board of Directors reviewed a roof repair proposal submitted by Antis Roofing and  
66 Waterproofing regarding 4523 Larwin Avenue, in the amount of two thousand six  
67 hundred sixty-eight dollars (\$2,668.00). Following review and discussion, Jean  
68 Redfearn made a motion to approve the proposal as submitted. Deanna Borodayko  
69 seconded the motion. The motion passed unanimously.

70

71 The Board of Directors reviewed a Change Order to Original Contract submitted by  
72 Premier Commercial Painting for wood replacements at various locations in the  
73 community at a cost of six thousand four hundred fifty dollars (\$6,450.00). Following  
74 review and discussion, Jean Redfearn made a motion to approve the Change Order

4850 Larwin  
Avenue

Account Number  
14625-01

4590-4600 Larwin  
Avenue

4614 Larwin  
Avenue

4523 Larwin  
Avenue

Premier  
Commercial  
Painting  
Change Order

75 as submitted. Jack Nance seconded the motion. The motion passed unanimously.  
76  
77 The Board of Directors reviewed a proposal to repair the stucco above the storage  
78 closet at 4830 Larwin Avenue submitted by MCC Construction and Restoration in the  
79 amount of four hundred twenty-five dollars (\$425.00). Following review and  
80 discussion, Jean Redfearn made a motion to approve the proposal as submitted.  
81 Deanna Borodayko seconded the motion. The motion passed unanimously.

4830 Larwin  
Avenue

82  
83 **Administrative & Operating Requests and Actions**

84 Steven Reyes and Eric Lenning of Strategic Sanitation Services attended the Meeting  
85 to discuss the start-up process of trash enclosure maintenance with the Board of  
86 Directors.

Presentation

87  
88 The Board of Directors reviewed the 2019 Project Calendar. Following review and  
89 discussion, the Board agreed, by general consent, to move "Mail Annual Meeting and  
90 Notice" from November to January.

Project Calendar

91  
92 The Board of Directors reviewed a Memorandum submitted by Management to  
93 discuss motion sensor lighting installed on storage closets and carport structure  
94 without Architectural Approval. Following review and discussion, the Board agreed, by  
95 general consent, to request the sensor lighting be removed and/or an Architectural  
96 Application submitted.

Motion Sensor  
Lighting

97  
98 The Board of Directors reviewed a Memorandum submitted by Management and  
99 correspondence submitted by homeowners regarding a request for additional lighting  
100 due to recent car break-ins. Following review and discussion, the Board agreed, by  
101 general consent, to deny the request for additional lighting and advise the  
102 homeowners that they can submit an Architectural Application to install additional  
103 lighting in their back patio areas.

Request For  
Lighting

104  
105 **Financials**

106 The Board of Directors reviewed a Memorandum submitted by Management regarding  
107 Electronic Consent, ACH Authorization and Electronic Signature Authorization Protocol  
108 form. Following review and discussion, the Board agreed, by general consent, to table  
109 to the February 28, 2019 Board Meeting for further discussion.

Financial Forms

110  
111 The Board of Directors reviewed a Certificate of Deposit Account Registry Service  
112 Customer Request For Account Placement submitted by City National Bank for Great  
113 Southern Bank, maturing on February 28, 2019. Following review and discussion,

CDARS

114 Jean Redfearn made a motion to roll the Great Southern Bank CD to a term of thirteen  
115 (13) weeks, and interest paid at maturity. Jack Nance seconded the motion. The  
116 motion passed unanimously.

117  
118 The Board of Directors reviewed the Financial Statement for the periods ending  
119 November 30, 2018 and December 31, 2018. Following review and discussion, Jean  
120 Redfearn made a motion to approve the Financial Statements, subject to annual audit  
121 review. Deanna Borodayko seconded the motion. The motion passed unanimously.

Financials

122  
123 **Open Forum**

124 In accordance with State Statute, the homeowners present are given an opportunity to  
125 address the Board of Directors. There were three (3) Homeowners in attendance to  
126 discuss the following: Pool key pick-up, and clubhouse rental updates.

Open Forum

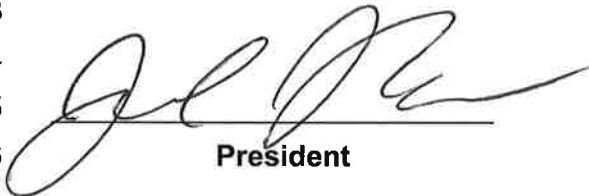
127  
128 **Adjournment**

129 There being no further business to come before the Board of Directors, the Board  
130 agreed, by general consent to adjourn the Meeting at 9:10 p.m.

Adjournment

131  
132 **Attest**

Attest

133  
134  
135  
136   
President

  
Secretary