

**Cypress Home Owners Association
Board of Directors Meeting Minutes
July 27, 2017**

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, July
3 27, 2017, Clubhouse #2, Cypress, California. John Russell, President, called the
4 meeting to order at 7:13 p.m., with a quorum of Directors present.

5
6 **Directors Present**

7 John Russell, President
8 Jack Nance, Vice President
9 Jean Redfearn, Treasurer

10
11 **Directors Absent**

12 Deanna Borodayko, Secretary

13
14 **Also Attending**

15 Dianna Campellone, Accell Property Management, Inc.
16 Six (6) 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 July 27, 2017:

- 22
- 23 1. Approval of the Executive Session Minutes from June 22, 2017
- 24 2. Review of Show Cause Hearing
- 25 3. Review of Homeowner Correspondence
- 26 4. Review of The Judge Law Firm Correspondence
- 27 5. Review of Cane, Walker and Harkins LLP Correspondence
- 28

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

Executive Session
Meeting Topics

31	<u>Minutes</u>	
32	The Board of Directors reviewed the Minutes from the Board of Directors Meeting held	Minutes
33	on June 22, 2017. Following review and discussion, <u>Jean Redfearn made a motion to</u>	
34	<u>approve the Minutes as submitted. Jack Nance seconded the motion. The motion</u>	
35	<u>passed unanimously.</u>	
36		
37	<u>Architectural Matters</u>	
38	The Board of Directors reviewed an Architectural Application submitted by Chong,	4768 Larwin
39	4768 Larwin Avenue regarding window replacement. Following review and discussion,	Avenue
40	<u>the Board agreed, by general consent to deny the Architectural Application as it was</u>	
41	<u>submitted without material type, window frame measurements and window frame</u>	
42	<u>color.</u>	
43		
44	The Board of Directors reviewed an Architectural Application submitted by Germanero,	4799 Larwin
45	4799 Larwin Avenue regarding patio fence replacement. Following review and	Avenue
46	discussion, <u>Jean Redfearn made a motion to approve the Architectural Application as</u>	
47	<u>submitted. John Russell seconded the motion. The motion passed unanimously.</u>	
48		
49	The Board of Directors reviewed an Architectural Application submitted by Pancoast,	4568 Larwin
50	4568 Larwin Avenue regarding electrical panel replacement. Following review and	Avenue
51	and discussion, <u>Jean Redfearn made a motion to approve the Architectural Application</u>	
52	<u>as submitted. Jack Nance seconded the motion. The motion passed unanimously.</u>	
53		
54	<u>Consent Calendars & Resolutions</u>	
55	The Board of Directors reviewed a Lien Authorization Consent Calendar for account	Account Number
56	number 14710-01. Following review and discussion, <u>John Russell made a motion to</u>	14710-01
57	<u>approve the Consent Calendar as submitted. Jean Redfearn seconded the motion.</u>	
58	<u>The motion passed unanimously.</u>	
59		
60	<u>Financial Action</u>	
61	The Board of Directors reviewed correspondence submitted by Management regarding	Pacific Premier
62	a CD at Pacific Premier Bank that matured on June 22, 2017. Following review and	Bank
63	discussion, <u>the Board agreed, by general consent to keep the CD open for another</u>	
64	<u>twelve (12) month term.</u>	
65		
66	The Board of Directors reviewed the Annual Policy Statement Package submitted by	Annual Policy
67	Management. Following review and discussion, <u>Jean Redfearn made a motion to</u>	Statement

68 approve the Annual Policy Statement Package as submitted. John Russell seconded
69 the motion. The motion passed unanimously.

70

71 **Maintenance and Service Proposals**

72 The Board of Directors reviewed community wide painting proposals submitted by
73 Pilot Painting and Construction, Painting Unlimited, DL Bone and Sons, and Premier
74 Commercial Painting. Following review and discussion, the Board agreed, by general
75 consent to deny the proposal submitted by Painting Unlimited and table the remaining
76 proposals to the August meeting. Management was directed to solicit proposals for
77 wood repairs.

Community Wide
Painting Proposals

78

79 The Board of Directors reviewed community wide hydro-jetting proposals submitted by
80 L.A. Hydro-jet and Scott English Plumbing, Inc. Following review and discussion, the
81 Board agreed, by general consent to table to the August meeting and invite L.A.
82 Hydro-jet to attend the meeting.

Community Wide
Hydro-jetting
Proposals

83

84 The Board of Directors reviewed a proposal for build back services at 4836 Larwin
85 Avenue submitted by Garland Restoration in the amount of eight thousand seven
86 hundred eighty-six dollars and ninety-nine cents (\$8,786.99). Following review and
87 discussion, Jean Redfearn made a motion to approve the proposal as submitted. John
88 Russell seconded the motion. The motion passed unanimously.

4836 Larwin
Avenue

89

90 The Board of Directors reviewed a proposal for roof repairs at 4594 Larwin Avenue
91 submitted by Antis Roofing and Waterproofing in the amount of one thousand three
92 hundred forty dollars (\$1,340.00). Following review and discussion, the Board agreed,
93 by general consent to approve the proposal contingent upon the roof rating of the
94 building on the evaluation report prepared by Antis Roofing is under twenty percent
95 (20%).

4594 Larwin
Avenue

96

97 The Board of Directors reviewed a proposal for exterior wood replacement at 4582
98 Larwin Avenue submitted by MCC Construction and Restoration in the amount of
99 seven hundred ninety-six dollars (\$796.00). Following review and discussion, the
100 Board agreed, by general consent to table and wait for the community wide wood
101 replacement project.

4582 Larwin
Avenue

102

103 The Board of Directors reviewed a proposal submitted by Total Landscape
104 Maintenance regarding carport dusting in the amount of one thousand nine hundred

Carport Dusting
Proposal

105 twenty dollars (\$1,920.00). Following review and discussion, the Board agreed, by
106 general consent to table to the August meeting. Management was directed to inquire
107 about the cost increase from seven hundred eighty dollars (\$780.00) to one thousand
108 nine hundred twenty dollars (\$1,920.00).

109

110 **Administrative & Operating Requests and Actions**

111 The Board of Directors reviewed a request for plumbing reimbursement in the amount
112 of one hundred fifty-three dollars (\$153.00) submitted by Driscoll, 4836 Larwin Avenue.
113 Following review and discussion, Jean Redfearn made a motion to approve the
114 plumbing reimbursement as submitted. Jack Nance seconded the motion. The motion
115 passed unanimously.

4836 Larwin
Avenue

116

117 The Board of Directors reviewed a Memorandum submitted by Management regarding
118 the revision of the current Rules and Regulations. Jean Redfearn submitted a draft of
119 the revised Rules and Regulations for the Board of Directors and Management to
120 review. Following review and discussion, Jean Redfearn made a motion to approve
121 the revisions as submitted. Jack Nance seconded the motion. The motion passed
122 unanimously. Management was directed to forward the revised Rules and Regulations
123 to David Cane, Cane, Walker and Harkins LLP for review prior to mailing to the
124 Membership for the thirty (30) day comment period.

Rules & Regs

125

126 The Board of Directors reviewed a Memorandum submitted by Management regarding
127 the revision of the Candidate Nomination Form. Following review and discussion,
128 Jean Redfearn made a motion to remove the "Qualifying Experience" section from the
129 Candidate Nomination Form prior to mailing to the Membership. Jack Nance seconded
130 the motion. The motion passed unanimously.

Candidate
Nomination Form

131

132 The Board of Directors reviewed a Memorandum submitted by Management regarding
133 Clubhouse furniture replacement. Following review and discussion, the Board agreed,
134 by general consent to table to the September meeting.

Clubhouse
Furniture
Replacement

135

136 The Board of Directors reviewed a Memorandum submitted by Management regarding
137 wood benches in the community. Following review and discussion, Jean Redfearn
138 made a motion to solicit proposals for wood bench removals. Jack Nance seconded
139 the motion. The motion passed unanimously.

Wood Benches

140

141 The Board of Directors reviewed version three (3) of the paint specification submitted

Dunn-Edwards

142 by Emily Harlan, Dunn-Edwards Paints. No Board action was required.

Paints

143

144 The Board of Directors reviewed the 2017 Annual Calendar. No Board action was
145 required.

Project Calendar

146

147 **Financials**

148 The Board of Directors reviewed a Memorandum submitted by Management regarding
149 CLAC's "Buck-A-Door" campaign. Following review and discussion, the Board agreed,
150 by general consent to deny a donation to the campaign.

Buck-A-Door
Campaign

151

152 The Board of Directors reviewed the Financial Statement for the period ending June
153 30, 2017. Following review and discussion, John Russell made a motion to approve
154 the Financial Statements, subject to annual audit review. Jean Redfearn seconded the
155 motion. The motion passed unanimously.

Financials

156

157 **New Business**

158 The Board of Directors made a motion to appoint a Paint Committee for the upcoming
159 community wide painting project. The following Homeowners were appointed to the
160 Committee: Edward Bai, Maria Delvaux, Judith Fischer and Beth Paul.

New Business

161

162 **Open Forum**

163 In accordance with State Statute, the homeowners present are given an opportunity to
164 address the Board of Directors. There were six (6) Homeowners in attendance. The
165 following topics were discussed in Open Forum: Association tree roots, patio fence
166 damage, wasp nests and painting.

Open Forum

167

168 **Adjournment**

169 There being no further business to come before the Board of Directors, the Board
170 agreed, by general consent to adjourn the Meeting at 9:53 p.m.

Adjournment

171

172 **Attest**

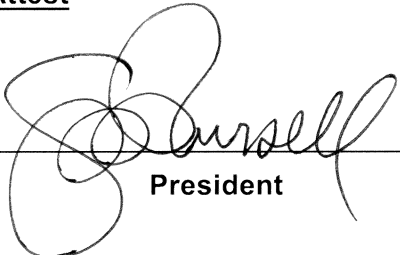
Attest

173

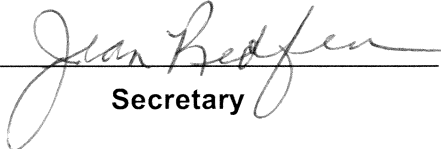
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175

176



President



Secretary