

Cedarwood Homeowners' Association

Minutes of a Regular Board Meeting

February 14th, 2019

RECEIVED & READ

Call to Order:

President Mike Klein called the meeting to order at 6:11PM.

SIGNATURE DATE

Roll Call:

Board Members Present: Phillip Yu, Mike Klein, Marilyn Taddey, Tom Wong

Board Member Absent: Marlene Garcia

Homeowner Present: None Present

SIGNATURE DATE

Open Forum:

None to Report

Minutes:

Phillip Yu moved "to approve the regular meeting minutes from November, 2018 as submitted." Marilyn Taddey seconded the motion, and it passed unanimously.

Manager's Report:

M.Taddey moved "to accept the January 7th, 2019 Manager's Report and incorporate it into the minutes." Tom Wong seconded the motion, and it passed unanimously.

Financial Review: November and December, 2018

The board reviewed a current reconciliation of the association's operating accounts; a current reconciliation of the association's reserve accounts; the current year's actual reserve revenues and expenses compared to the current year's budget; the latest account statements prepared by the financial institutions where the association has its operating and reserve accounts; and an income and expense statement for the association's operating and reserve accounts.

Committee Reports:

1. Landscape:

None to report

2. Architectural Control:

None to report

3. Pool/Clubhouse:

None to report

Unfinished Business:

There were no items reported.

New Business:

A lot of time was spent on how the board is going to proceed with the retirement of Joe Brandner (as Treasure) and Louise Brandner (Landscaping Committee) from the Board. It was determined that we somehow need to get owners to volunteer for the board. We need at least 3 more owners. The 4 of us came up with a few things that we need management to go over with us at the next meeting in March.

Newsletter Items:

It was asked that a reminder to report emergencies to the MB office be included in the next newsletter.
Break down all boxes before placing into garbage receptacles.

PLEASE PLACE ALL GARBAGE INSIDE OF THE DUMPSTERS. IF IT IS INFRONT OF THE DUMPSTER THE GARBAGE COMPANY WILL NOT MOVE TO EMPTY THE DUMPSTER. THAT IS NOT THERE JOB. WE NEED TO COME UP WITH A PLAN TO MAKE HOME OWNERS ON THE PROPERTY AND THOSE THAT LIVE OFF SIGHT TO VOLUNTEER FOR THE BOARD OF DIRECTORS. THE MEETINGS ARE ON THE 2ND OF EVERY MONTH AND LAST LESS THAN 1 HOUR OF THERE TIME.

Executive Session:

The meeting recessed into executive session at 6:45PM to discuss the delinquencies and to hold a violation hearing.

The meeting reconvened at 7:01PM.

Adjournment:

There being no further business to come before the Board and no objections, Klein adjourned the meeting at 7:05PM.

Respectfully submitted by,

Mike Klein,
President /Secretary /Landscaping /Parking /Treasurer
Board of Directors

Cedarwood Homeowners' Association

Minutes of a Regular Board Meeting

April 11, 2019

Call to Order:

President Mike Klein called the meeting to order at 6:05PM.

Roll Call:

Board Members Present: Phillip Yu, Mike Klein, Marilyn Taddey, Tom Wong

Board Member Absent: Marlene Garcia

Homeowner Present: Faye Brackett

Open Forum:

Turn on pool Memorial Day Weekend. White Magic to put the pool furniture out as well.

Faye Brackett appointed to the board of directors to fill vacancy while votes are still unable to meet quorum for opening ballots.

Minutes:

Wong moved "to approve the regular meeting minutes from Feb. 2019 as submitted." Taddey seconded the motion, and it passed unanimously.

Manager's Report:

Wong moved "to accept the April 2019 Manager's Report and incorporate it into the minutes." Taddey seconded the motion, and it passed unanimously.

Financial Review: January thru March 2019

The board reviewed a current reconciliation of the association's operating accounts; a current reconciliation of the association's reserve accounts; the current year's actual reserve revenues and expenses compared to the current year's budget; the latest account statements prepared by the financial institutions where the association has its operating and reserve accounts; and an income and expense statement for the association's operating and reserve accounts.

Committee Reports:

1. Landscape:

None to report

2. Architectural Control:

None to report

3. Pool/Clubhouse:

None to report

Unfinished Business:

There were no items reported.

New Business:

Paving proposal requested.

Gutter re-clean or new company to clean gutters needed.

Along with repaving, separate quote for stripes on the paved speed bumps asked for.

Executive Session:

The meeting recessed into executive session at 6:55PM to discuss the delinquencies and to hold a violation hearing.

The meeting reconvened at 7:01PM.

Adjournment:

There being no further business to come before the Board and no objections, Klein adjourned the meeting at 7:05PM.

Respectfully submitted by,

Mike Klein,
President /Secretary /Landscaping /Parking /Treasurer
Board of Directors

Cedarwood Homeowners' Association

Minutes of a Regular Board Meeting

May 9, 2019

Call to Order:

President Mike Klein called the meeting to order at 6:12PM.

Roll Call:

Board Members Present: Phillip Yu, Mike Klein, Marilyn Taddey, Tom Wong

Board Member Absent: Faye Brackett

Homeowner Present: Srin Swami 746 Winstead

Open Forum:

Cypress trees need to be reduced and or removed, have Earthtech assess and report o the board.

East West gutter cleaning approved by board. Taddey moves, Wong seconds and the motion passed unanimously.

Mulch quote from Earthtech has been approved for the start of covering the entire property in mulch. Taddey moves, Wong seconds the motion and it passes unanimously.

Klein needed to purchase new batteries and controllers for the irrigation system to function properly. Purchase ratified by the board, Wong moves, Yu seconds and it passes unanimously.

Insurance renewal approved, Yu moves, Wong seconds and it passes unanimously.

Srin Swami from 746 Winstead has been appointed to the board of directors due to no quorum on the current vote.

Minutes:

Wong moved "to approve the regular meeting minutes from April 2019 as submitted." Taddey seconded the motion, and it passed unanimously.

Manager's Report:

Wong moved "to accept the May 2019 Manager's Report and incorporate it into the minutes." Taddey seconded the motion, and it passed unanimously.

Financial Review: April 2019

The board reviewed a current reconciliation of the association's operating accounts; a current reconciliation of the association's reserve accounts; the current year's actually reserve revenues and expenses compared to the current year's budget; the latest account statements prepared by the financial institutions where the association has its operating and reserve accounts; and an income and expense statement for the association's operating and reserve accounts.

Committee Reports:

1. Landscape:

None to report

2. Architectural Control:

None to report

3. Pool/Clubhouse:

None to report

Unfinished Business:

There were no items reported.

New Business:

Mrs. Brandner has been removed from the clubhouse committee. Wong moves, Yu seconded the motion and it passed unanimously.

Mrs. Brandner has been removed from the landscaping committee. Wong moves, Yu seconded the motion and it passed unanimously.

Mrs. Brandner has been removed from the parking committee. Wong moves, Yu seconded the motion and it passed unanimously.

Reimbursement of original construction damage for Yu was approved. Wong moves, Taddey seconds the motion and it passes unanimously, with Yu abstaining.

Executive Session:

The meeting recessed into executive session at 6:55PM to discuss the delinquencies and to hold a violation hearing.

The meeting reconvened at 7:11PM.

Adjournment:

There being no further business to come before the Board and no objections, Klein adjourned the meeting at 7:15PM.

Respectfully submitted by,

Eric Wills,
Community Manager
Board of Directors

Cedarwood Homeowners' Association

Minutes of a Regular Board Meeting

August 8th, 2019

Call to Order:

President Mike Klein called the meeting to order at 6:10PM.

Roll Call:

Board Members Present: Mike Klein, Marilyn Taddey, Phillip Yu, Tom Wong, Faye Brackett

Board Member Absent: Srin Swami

Homeowner Present: None

Open Forum:

None to Report

Minutes:

Tom Wong moved "to approve the regular meeting minutes from July 12th, 2019 as submitted." Taddey seconded the motion, and it passed unanimously.

Manager's Report:

M.Taddey moved "to accept the August 8, 2019, Manager's Report and incorporate it into the minutes." Phillip Yu seconded the motion, and it passed unanimously.

Financial Review:

The board reviewed a current reconciliation of the association's operating accounts; a current reconciliation of the association's reserve accounts; the current year's actual reserve revenues and expenses compared to the current year's budget; the latest account statements prepared by the financial institutions where the association has its operating and reserve accounts; and an income and expense statement for the association's operating and reserve accounts.

Committee Reports:

Landscape:

a. Walk thru Enhancement

It was agreed by the board to wait till the next board meeting in September 12th, 2019 to approve this as we are not sure about the money. Tom Wong moved "to postpone the vote till September 12th meeting" Phillip Yu seconded the motion and it pass unanimously. **The Board is requesting Robert from Earthtech come to our September meeting to answer questions about the quote for the next enhancement project**

b. Drive way enhancement:

It was agreed by the board to wait to vote on this project till the meeting of September 12th, 2019 to approve this as we are not sure about the money. Marilyn Taddy moved "to postpone the vote till September 12th, 2019 meeting" Tom Wong seconded the motion and it passed unanimously.

c. Pool/Clubhouse:

Re- Affirmation of Pool rules.

Klein said that the pool rules have been posted at the gate.

Old Business:

There were no items reported.

Unfinished Business:

There were no items reported.

New Business:

It was decided by the board to table buying new signs for the property till the September 12th 2019 meeting.
It was decided to table buying the camera system for the pool area till the September 12th meeting.

Newsletter Items:

It was asked that a reminder to report emergencies to the MB office be included in the next newsletter.

Break down all boxes before placing into garbage receptacles.

Please report to MB any water leaks in or around roofs.

With the heavy use of the pool area it has been brought to the boards attention that the showers are being left on and to **PLEASE FLUSH TOILET'S WHEN YOU ARE DONE DOING YOUR THING!!**

Executive Session:

The meeting recessed into executive session at 7:05 to discuss reimbursement for 746 Winstead:

A. Reimbursement Request 746 Winstead Terrace

The reimbursement request for 746 Winstead Terrace has been denied by the Cedarwood Board of directors unanimously they are responsible for the \$535.00 cost to insall new hot water door and the painting of the redwood fence that was installed on both sides of his patio prior to him buying the home. There has been a work order started to replace and paint the gutter that was damaged by unknown delivery truck.

The bush that was removed by the delivery truck will be replaced by the Landscape committee when we do the enhancement.

The meeting reconvened at 7:15PM.

Adjournment:

There being no further business to come before the Board and no objections, Klein adjourned the meeting at 7:20PM.

Respectfully submitted by,

Mike Klein,
President/Secretary,
Board of Directors

Cedarwood Homeowners' Association

Minutes of a Regular Board Meeting

September 12, 2019

Call to Order:

President Mike Klein called the meeting to order at 6:31PM.

Roll Call:

Board Members Present: Mike Klein, Marilyn Taddey, Tom Wong, Faye Brackett

Board Member Absent: Srin Swami, Phillip Yu

Management Present: Eric Wills

Homeowner Present: Robert Villa, Roger Strom

Minutes:

Wong moved "to approve the regular meeting minutes from August 8th, 2019 as submitted." Brackett seconded the motion, and it passed unanimously.

Manager's Report:

The topics of Driveway Enhancement and tabled to be discussed at a future meeting.

Wong moved "to accept the September 2019 Manager's Report and incorporate it into the minutes." Taddey seconded the motion, and it passed unanimously.

A motion was made "to approve the cost to install and seal the directory at back and front of the property." The motion was duly seconded and passed unanimously.

Financial Review:

The board reviewed August 2019 current reconciliation of the association's operating accounts; a current reconciliation of the association's reserve accounts; the current year's actual reserve revenues and expenses compared to the current year's budget; the latest account statements prepared by the financial institutions where the association has its operating and reserve accounts; and an income and expense statement for the association's operating and reserve accounts.

Committee Reports:

Landscape:

a. Walk thru Enhancement

Taddey moves "to approve the Walk- Thru Enhancement." Wong seconded the motion and it passed unanimously.

b. Tree Trimming Proposal

Topic was tabled to obtain a proposal and discuss at the October board meeting.

The meeting reconvened at 6:55 P.M.

Executive Session:

The board discussed violation enforcement during executive session.

Adjournment:

There being no further business to come before the Board and no objections, Klein adjourned the meeting at 7:00PM.

Respectfully submitted by,

Eric Wills,
Community Association Manager
On behalf of Secretary, Board of Directors

Cedarwood Homeowners' Association

Minutes of the Regular Meeting

October 10, 2019

Call to Order:

The meeting was called to order by Mike Klein at 6:34 PM.

Roll Call:

Board Members Present: Mike Klein, Marilyn Taddey, Srimi Swarmi, Faye Beckett, Tom Wong, Phillip Yu

Management Present: Jamilyn Taddeo and Mori Craig

Manager's Report:

Taddey moves "to accept the October 2019 Manager's Report as submitted and to incorporate it into the minutes." Beckett seconded the motion and it passed unanimously.

Minutes:

Beckett moves "to approve the September 12, 2019 regular board meeting minutes, as submitted." Wong seconded the motion and it passed unanimously.

Financial Review:

- a.) 2020 Budget

It was decided to review the 2020 Budget at the November 14th, 2019 meeting.

The board reviewed the September 2019 financial statement that contained a current reconciliation of the association's operating accounts; a current reconciliation of the association's reserve accounts; the current year's actual reserve revenues and expenses compared to the current year's budget; the latest account statements prepared by the financial institutions where the associations has its operating and reserve accounts; and an income and expense statement for the association's operating and reserve accounts.

Business:

- a.) 744 Winstead Sliding Door Proposal

The board reviewed the proposals from A-One & Homeworx.

Beckett moved "to approve the Homeworx quote #608 for \$985.00." Wong seconded the motion and it passed unanimously.

- b.) Garbage Corral Cleaning

The board reviewed the proposal from Ilda's Janitorial for cleaning 8 garbage areas once a month for \$395.

Taddeo was asked to have Ilda's Janitorial revise their proposal for \$395 a month, to \$395 every two months.

- c.) Tree Trimming

The board reviewed the proposal from Commercial Tree for the annual tree trimming for \$9,000.

Taddeo was asked to have Commercial Tree revise their proposal to trim olive trees only.

Adjournment:

There being no further business to come before the Board and no objections, the meeting was adjourned by Klein at 7:34pm.

Respectfully submitted by,

Jamilyn Taddeo
Community Association Manager
On behalf of Secretary, Board of Directors

Cedarwood Homeowners' Association

Minutes of the Regular Meeting

November 14, 2019

Call to Order:

The meeting was called to order by Mike Klein at 6:35 PM.

Roll Call:

Board Members Present: Mike Klein, Marilyn Taddey, Srin Swarmi, Faye Beckett, Tom Wong, Phillip Yu

Management Present: Jamilyn Taddeo and Mori Craig

Residents Present: Lauren Kuechle 1262 Riesling Terrace

Open Quorum:

Taddey reported that during a huge wind gust earlier in the month, her gutters were filled and needed to be cleaned. Taddey requested that the board consider getting the gutters cleaned again. The board requested that Taddeo get proposals for gutter cleaning.

Taddey reported that there continues to be an issue with the kids on the property, cutting through the driveways. The board requested that a reminder be sent out in the newsletter to bring attention to the homeowners to keep an eye out.

Manager's Report:

Beckett moved "to accept the November 2019 Manager's Report as submitted and to incorporate it into the minutes." Yu seconded the motion and it passed unanimously.

Minutes:

Wong moved "to approve the October 12, 2019 regular board meeting minutes, as submitted." Taddey seconded the motion and it passed unanimously.

Financial Review:

a.) 2020 Budget

Beckett moved "to approve the second draft of the 2020 Budget with the addition of a "trash management" line item." Wong seconded the motion and it passes unanimously.

The board reviewed the October 2019 financial statement that contained a current reconciliation of the association's operating accounts; a current reconciliation of the association's reserve accounts; the current year's actual reserve revenues and expenses compared to the current year's budget; the latest account statements prepared by the financial institutions where the associations has its operating and reserve accounts; and an income and expense statement for the association's operating and reserve accounts.

Business:

a.) Tree Trimming Proposal:

The board reviewed the tree trimming proposal from Commercial Tree.

Taddey moved "to approve the Commercial Tree trimming proposal for \$4,945.00, with funds to come from the operating account." Yu seconded the motion and it passed unanimously.

b.) Janitorial Service Contract

The board reviewed the Homeworx proposal for Janitorial Service to clean the clubhouse. Yu moved "to approved to terminate White Magic and approve Homeworx proposal for \$125.00 every month." Taddey seconded the motion and it passed unanimously.

c.) 1262 Riesling Terrace – Window Replacement

The board approved the architectural application submitted by 1262 Riesling Terrace to replace the windows per the provided schematics.

d.) 751 Winstead Terrace – Window Replacement

The board approved the architectural application submitted by 751 Winstead Terrace to replace the windows per the provided schematics.

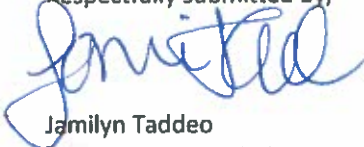
Ratification of Proposals:

- a.) Earthtech Landscape proposal for planting various plants.
Yu moved “to approve the Earthtech Landscape proposal.” Wong seconded the motion and it passed unanimously.
- b.) Ilda’s Janitorial proposal to clean the out the garbage corrals bi-monthly.
Beckett moved “to approve the Ilda’s Janitorial proposal.” Wong seconded the motion and it passed unanimously.
- c.) Klein discussed the completed work orders with the board.

Adjournment:

There being no further business to come before the Board and no objections, the meeting was adjourned by Klein at 7:32pm.

Respectfully submitted by,



Jamilyn Taddeo
Community Association Manager
On behalf of Secretary, Board of Directors