

GARDEN ESTATES MAINTENANCE ASSOCIATION
REGULAR MEETING OF THE BOARD OF DIRECTORS
MARCH 10, 2015

The Regular Meeting of the Board of Directors of the Garden Estates Maintenance Association was held on Tuesday, March 10, 2015, at the Woodbridge Village Clubhouse, 31 Creek Road. The President, Katherine Williams, called the Meeting to order at 6:30 p.m.

CALL TO
ORDER

Directors Present: Jonathan Burke
Steve Corea
Lee Schneider
Katherine Williams

Directors Absent: Fifi Chao

Representing Cardinal: Janet Mehan, CMCA, AMS
Jessie Adams

Others Present: Lynda Kamaka
Betsy and Dave Nelson

A Motion was duly made, seconded, and unanimously carried to approve the February 10, 2015, Regular Meeting Minutes, as written.

APPROVAL
MINUTES

A Motion was duly made, seconded, and unanimously carried to accept the January 2015 Financial Statements as submitted, subject to audit.

APPROVAL
FINANCIAL

The Homeowner forum was opened by President Katherine Williams.

H/O FORUM

The owner of 432 E. Yale Loop was present to express concerns about work that had been done to repair a damaged fence in the homeowner's garden walkway. The homeowner contended that the contractor's work was sub-standard and resulted in the loss of space in the garden walkway area. The homeowner stated that prior to completion of the work, the walkway in question had measured 40 inches wide, but after work was completed the space was reduced to 31 inches. The homeowner also noted that similar properties in the community had walkway space that measured between 41 inches and 64 inches. The Directors expressed concern about why the fence was moved without using the existing posts for placement in completing the repairs and stated that the contractor should be held accountable for completing the work in a less than satisfactory manner. Cardinal was requested to issue a work order to CPR Construction to correct the issue.

432 E. YALE
LOOP

Director Corea volunteered to share information from EOI Direct in the monthly newsletter that members could use to supply homeowner insurance information to lenders in the event of a refinance or sale of a home.

NEWSLETTER

The Board reviewed the Landscape Committee Report. No action was required.

LANDSCAPE
COMMITTEE

A Motion was duly made, seconded, and unanimously carried to approve the tree removal proposal from TruGreen Landcare for removal of a pine tree at 388 E. Yale Loop, at a cost not to exceed \$750.00. Upon further discussion, it was noted by the Board that there were a total of five dead trees that needed to be removed, including the pine tree at 388 E. Yale Loop, two pine trees that are close to the sidewalk at 508 E. Yale Loop at Springbrook, a dead Alder tree at 382 E. Yale Loop, and a Chinese Elm at 372 E. Yale Loop. Cardinal was requested to contact TruGreen Landcare to re-bid the project to include the removal of five trees instead of one, and add the proposal to the April 2015 regular meeting agenda.

TRUGREEN
LANDCARE
PROPOSAL

A Motion was duly made, seconded, and unanimously carried to approve the proposal from TruGreen Landscape to re-grade, replant and re-sod an area of approximately 250 square feet to improve drainage issues at 451 E. Yale Loop, at a cost not to exceed \$950.00

LANDSCAPE
PROPOSAL

Director Corea noted that the home located at 381 E. Yale Loop had vines growing on the stucco fence which could cause damage. Cardinal was directed to send a courtesy letter to the homeowner to remove the vines.

381 E. YALE
LOOP

The Directors reviewed the geological evaluation performed by Petra Geosciences, Inc. and it was determined that the Association was not responsible for the damage. It was noted that the homeowner may submit a claim with their homeowner's insurance company or with the contractor who installed the flooring. Cardinal was directed to send a letter to the homeowner to request proof that a vapor barrier was installed by the contractor at the time of installation of the wood floor.

451 E. YALE
LOOP

The Board reviewed proposal #20120678 from Cityscape, Inc. to replace the shared fence at 58 Silkberry, Irvine. A Motion was duly made, seconded, and unanimously carried to approve the proposal at a cost of \$1,800.00, as the cost was to be equally shared by the Association and the homeowner at a cost of \$900.00 each. Cardinal was requested to advise the vendor to paint the fence to match the Garden Estates Homeowners Association side of the fence.

58 SILKBERRY

The Board reviewed the current calendar. No action was required.

CALENDAR

The Board reviewed the February site inspection. No action was required.

SITE
INSPECTION
SHARED FENCE
PROPOSAL

Cardinal was requested to contact the homeowners of 60 and 62 Silkberry, Irvine to advise that the shared fences needed to be repaired. Cardinal was requested to have CPR Construction re-bid the project to include 60 and 62 Silkberry, Irvine.

The Directors reviewed the proposals from CPR Construction, Vinco Construction, and Smoothstone Construction & Consulting, Inc. to repair damaged exteriors of 465, 463, 467, 476, 478 and 480 E. Yale Loop. The proposals compared the use of Hardi Board and stucco for the repairs. The Board had questions regarding the life expectancy of the proposed materials, costs, and requirements of permits for each

HARDI BOARD
PROPOSALS

product. Cardinal was requested to invite Vinco Construction and Smoothstone Construction & Consulting, Inc. to attend the April 2015 Regular Board meeting and make a presentation to include samples of the Hardi Board materials to be used, to submit references of other projects, and provide a list of nearby homes where they had used Hardi Board, for the Board to inspect.

The Directors reviewed the proposal from Elitte Roofing for roof repairs at 384, 386, and 388 E. Yale Loop. A Motion was duly made, seconded, and unanimously carried to approve proposal, at a cost not to exceed \$12,900.00.

The Directors reviewed correspondence from the owner of 447 E. Yale Loop regarding water pouring into the Association planters outside the front fence and grass area. Cardinal was requested to have TruGreen Landcare cap the water pipe allowing the water to flow into the affected area. The issue was to be observed to see if any other issues arose.

There being no further business, the Meeting was adjourned at 7:30 p.m. to the Executive Session.

Submitted by: Janet Mehan, CMCA, AMS, Account Manager

ATTEST:

Katherine Williams, President

Date

SECRETARY CERTIFICATION

I, Lee Schneider, the appointed Secretary of the Garden Estates Maintenance Association, do hereby certify that the foregoing is a true and correct copy of the Minutes of the Garden Estates Maintenance Association Board of Directors Meeting held on March 10, 2015, as approved by the Board Members in attendance of the Meeting.

Lee Schneider, Secretary

Date

ELITTE
ROOFING

447 E. YALE
LOOP

ADJOURN

SUBMITTED

ATTEST

CERTIFY