

GARDEN ESTATES MAINTENANCE ASSOCIATION  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
JUNE 9, 2015

The Regular Meeting of the Board of Directors of the Garden Estates Maintenance Association was held on Tuesday, June 9, 2015, at the Woodbridge Village Clubhouse, 31 Creek Road. The President, Katherine Williams, called the Meeting to order at 6:35 p.m.

CALL TO  
ORDER

Directors Present: Fifi Chao  
Steve Corea  
Lee Schneider  
Katherine Williams

Directors Absent: Jonathan Burke

Representing Cardinal: Maryanne Hurley-Cicconi,  
CMCA, AMS, PCAM  
Janet Mehan, CMCA, AMS

Others Present: Terri Field  
Betsy and Dave Nelson

A Motion was duly made, seconded, and carried to approve the April 14, 2015, Regular Meeting Minutes, as written. Fifi Chao abstained.

APPROVAL  
MINUTES

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

FINANCIAL  
STATEMENTS

There was no action required on the current aging report.

AGING REPORT

A Motion was duly made, seconded, and unanimously carried to accept the 2014 audit and tax returns performed by CPA, Daniel Leonard. Cardinal was directed to send a copy of the audit to the Membership.

AUDIT/TAXES

Cardinal was directed to obtain a copy of the water restrictions from IRWD and email them to Director Williams.

IRWD

Cardinal was directed to issue a work order to TruGreen requesting they clean up the weeds and provide their maintenance rotation schedule for the newsletter.

TRUGREEN

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Cardinal was directed to request from TruGreen that they provide clarification about the smart irrigation timers as the Association needed to know when the sprinklers were set to go on and to ensure the sprinklers did not go on during the rain.

H/O FORUM

The Homeowner forum was opened by President Katherine Williams.

386 E. YALE  
LOOP

The owner of 386 E. Yale Loop was present to request that a work order to

CPR Construction be issued to replace her back kitchen/patio wood door with a fiberglass door. Cardinal was directed to issue the work order and request that CPR Construction contact the owner for an appointment.

496 E. YALE  
LOOP

Cardinal was directed to issue a work order to CPR Construction to repair the cinder block wall that is falling apart at 496 E. Yale Loop, and is facing Yale Loop.

H/O FORUM

The Homeowner forum was closed by President Katherine Williams.

488 E. YALE  
LOOP

A Motion was duly made, seconded, and unanimously carried to deny the architectural application from 488 E. Yale Loop to install replacement windows as they needed to have the same type of grids.

449 E. YALE  
LOOP

A Motion was duly made, seconded, and unanimously carried to deny two portions and approve two portions of the architectural application from 449 E. Yale Loop. The gas line and decorative film stickers on the front door were denied and the air conditioning fence installation and address numbers were approved.

TREE  
TRIMMING

There was nothing to report on the Tierra Verde Landscape tree trimming project.

DROUGHT

The Directors tabled the landscape drought discussion.

SIDING  
REPLACEMENT  
FOR 463, 465,  
467, 476, 478  
AND 480 E.  
YALE LOOP

A Motion was duly made, seconded, and unanimously carried to approve proposal #GE13183 Rev#1 from Vinco Construction to replace the siding with a thirty-year warranty at a cost not to exceed \$97,150.00, to be charged to reserves, and with the stipulation that Vinco works directly with the Association's roofing contractor, Elite Roofing, as the roof tiles are delicate, and Vinco notifies the homeowners prior to starting the work.

494 E. YALE  
LOOP

Cardinal was directed to issue a work order to Tierra Verde Landscape to trim the alder trees away from the street light by the guest parking across from 494 E. Yale Loop.

IDR POLICY

A Motion was duly made, seconded, and unanimously carried to approve Hickey and Petchul to revise the Association's IDR policy.

CALENDAR/  
SITE INSPECT.  
RESERVE  
STUDY

There was no action required on the calendar or site inspection.

A Motion was duly made, seconded, and unanimously carried to approve the proposal from Strategic Reserves to perform the Association's 2016 reserve offsite study this year at a cost not to exceed \$349.00, to be charged to operating.

MASTER  
INSURANCE

A Motion was duly made, seconded, and unanimously carried to approve the Associations Master insurance policy renewal from Berg Insurance, at an annual cost not to exceed \$24,776.00, to be charged to operating.

ELITE ROOFING

A Motion was duly made, seconded, and unanimously carried to approve the Elite Roofing proposal to repair the roof at 350 E. Yale Loop at a cost not to exceed \$530.00, to be charged to operating.

Cardinal was directed to secure proposals from CPR Construction, Pilot Painting and Premier Painting to paint all the address numbers on the front and back of each unit on the curbs.

There was no action required on the correspondence regarding the parking nuisance.

The Directors tabled the Covenant rule change.

The Directors tabled the rule change notice.

A Motion was duly made, seconded, and unanimously carried to approve Tierra Verde Landscape to test the yellow palm trees for a disease at a cost not to exceed \$200.00, to be charged to operating.

Cardinal was directed to secure a proposal from Vinco and CPR Construction to replace all the building address numbers on the front and backs of each unit.

There being no further business, the Meeting was adjourned at 7:40 p.m.

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 June 9, 2015, as approved by the Board Members in attendance of the Meeting.

\_\_\_\_\_  
Lee Schneider, Secretary

\_\_\_\_\_  
Date

CURB ADDRESS

PARKING

COVENANT

NOTICE

YELLOW PALM  
TREES

BUILDING  
ADDRESS  
NUMBERS  
ADJOURN TO  
EXECUTIVE  
MEETING  
SUBMITTED

ATTEST

CERTIFY

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