

GARDEN ESTATES MAINTENANCE ASSOCIATION
REGULAR MEETING OF THE BOARD OF DIRECTORS
MAY 14, 2019

The Regular Meeting of the Board of Directors of the Garden Estates Maintenance Association was held on Tuesday, May 14, 2019, at the Woodbridge Village Clubhouse, 31 Creek Road, Irvine, CA. The President, Stephen Corea, called the Meeting to order at 6:32 p.m.

Directors Present: Steve Corea
Ron Gravell
Lee Schneider
Katherine Williams

Directors Absent: None

Representing Cardinal: Lisa Bryce, Account Manager

Others Present: Dave Nelson

A Motion was duly made, seconded, and unanimously carried to approve the April 9, 2019 Regular Meeting Minutes and the April 9, 2019 Executive Session Minutes, as submitted.

A Motion was duly made, seconded, and unanimously carried to accept the February 2019 and March 2019 Financial Statements as presented, subject to audit. The Directors noted the Financial Statements had been reviewed monthly.

The Directors reviewed the collection status report. No action was required.

The Directors reviewed the proposals from Advanced Reserves, Association Reserves, and Reserve Data Analysis to perform the 2020 Reserve Study. A Motion was duly made, seconded, and unanimously carried to approve the Reserve Data Analysis proposal to perform the 2020 Reserve Study with a site inspection at an amount not to exceed \$695.00. Cardinal was requested to inform the vendors of the Board's decision.

As there were no owners who wished to address the Board, the Homeowner Forum was not held.

There was no report from the Architectural Committee. No action was required.

The Landscape Committee Chair reported on landscape matters, and the use of Round Up in the community. A Motion was duly made, seconded, and unanimously carried not to use Round Up in the Garden Estates Association. Cardinal was requested to inform Las Flores of the Board's decision.

The Directors tabled the discussion regarding the garage doors and the proposal from Besser Bros. to the September 2019 Board Meeting. Cardinal was

CALL TO
ORDER

APPROVED
MINUTES

FINANCIAL
STATEMENTS

COLLECTION
STATUS REP.
2020 RESERVE
STUDY PROP.

H/O FORUM

ARCH. CMTE.

LANDSCAPE
CMTE.

GARAGE DOORS

requested to add the item to the September 2019 Agenda.

The Directors tabled review of the proposal received from PCW Contracting for multiple repairs at 494 E. Yale Loop to the next Board Meeting. Cardinal was requested to add the item to the July 2019 Agenda, and to follow up with 24 HRC requesting their proposal.

The Directors reviewed the proposals received from 24 HRC. A Motion was duly made, seconded, and unanimously carried to approve the proposal to repair the fence at 445 E. Yale Loop at an amount not to exceed \$4,168.00, to be charged to reserves, with the stipulation that the proposal to repair the sign pole at 473 E. Yale Loop be included for free. Cardinal was requested to inform the vendor of the Board's decision.

The Directors reviewed the proposal from Elite Roofing for major tile repairs at 475, 477, and 479 E. Yale Loop. A Motion was duly made, seconded, and unanimously carried to approve the proposal to repair the roof at 475, 477, and 479 E. Yale Loop at a cost of \$12,600.00, to be charged to reserves. Cardinal was requested to inform the owners and the vendor of the Board's decision.

The Directors reviewed the proposal from Newport Exterminating for termite treatment and repairs at 490 E. Yale Loop. A Motion was duly made, seconded, and unanimously carried to approve the proposal from Newport Exterminating for termite treatment and repairs at 490 E. Yale Loop for items #2A, #2B, #2C, #2D, #2E, #3A, and #3B at a cost of \$1,765.00, to be charged to reserves. Cardinal was requested to inform the owner and the vendor of the Board's decision.

The Directors reviewed the proposal from PCW Contracting for fascia paint at 386 E. Yale Loop. A Motion was duly made, seconded, and unanimously carried to approve the proposal to paint the fascia at 386 E. Yale Loop at a cost of \$1,225.00. Cardinal was requested to inform the owner and the vendor of the Board's decision.

The Directors reviewed the Financial class and Vantaca workshop that Cardinal was offering. No action was required.

The Directors reviewed the Annual Calendar. No action was required.

The next Board Meeting was scheduled for July 9, 2019.

There being no further business, the Meeting was adjourned at 6:57 p.m.

Submitted by: Lisa Bryce, Account Manager

ATTEST:

494 E. YALE LOOP

445 AND 473 E.
YALE LOOP

475, 477, AND 479
E. YALE LOOP

490 E. YALE LOOP

386 E. YALE LOOP

CARDINAL
CLASSES

ANNUAL
CALENDAR
SCHEDULED
BOARD MEETING
ADJOURN

SUBMITTED

ATTEST

Stephen Corea, President

Date

SECRETARY CERTIFICATION

CERTIFY

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 May 14, 2019, as approved by the Board Members in attendance of the Meeting.

Lee Schneider, Secretary

Date

Draft