

WINDWOOD ANAHEIM CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING
JANUARY 9, 2017

The Regular Meeting of the Board of Directors of the Windwood Anaheim Condominium Association was held on Monday, January 9, 2017, at 5205 E. Orangethorpe Ave., Anaheim, CA 92807. The President, Carol Greenberg, called the Meeting to order at 6:10 p.m.

Directors Present: Carol Greenberg
Jon Polentz
Emily Teipe
Sergio Vasquez

Directors Absent: Fran Matthews

Representing Cardinal: Kate A. Harris, CCAM

Others Present: George Gonzalez, Phoenix Patrol
Mayela Ramirez, Phoenix Patrol
Joe Hamby, Las Flores Landscape

The Board announced that it had met in Executive Session prior to the Regular Meeting to approve the Minutes of the November 14, 2016 Executive Session, to conduct compliance hearings, and to review a collection matter.

EXECUTIVE
SESSION

Director Greenberg opened the floor to the guest speakers.

George Gonzalez, from Phoenix Patrol, was present to provide the patrol report. Mr. Gonzalez reported that there have been many reports of skateboarding in the common area. Cardinal was directed to send a hearing notice to the homeowner.

GUEST
SPEAKERS
PHOENIX
PATROL

Joe Hamby of Las Flores Landscape was present to provide the landscape report. Mr. Hamby reported that he had met with SoCal Water on the rebate program but the funds have not been disbursed as of yet for the areas that have drought tolerant plant material installed. It was reported that there were a lot of mushrooms growing due to the extensive rain and these will be addressed when the rain decreases. Director Greenberg requested that the crew remove dog poop from the grass and sidewalk when it is observed. Mr. Hamby stated that he would inform the crew.

LAS FLORES
LANDSCAPE

Director Greenberg opened the Homeowner Forum.

HOMEOWNER
FORUM

As there were no homeowners who wished to address the Board, the Homeowner Forum was closed.

A Motion was duly made, seconded, and unanimously carried to approve the November 14, 2016 Regular Meeting Minutes, as written. Director Teipe abstained due to absence on that date.

MINUTES

A Motion was duly made, seconded, and unanimously carried to accept the October and November, 2016 Financial Statements as presented, subject to audit.

FINANCIALS

Cardinal reported that the Morgan Stanley account was more than the FDIC insured limit of \$250,000.00. A Motion was duly made, seconded, and unanimously carried to approve that \$136,000.00 is invested into CDs in a laddering tier program and that each CD is invested for a one-year term.

MORGAN
STANLEY
ACCOUNT

Cardinal reported that two CDs matured on January 17, 2017 and January 23, 2017. A Motion was duly made, seconded, and unanimously carried to approve that the CDs roll over for an additional term.

CD MATURITY

The Directors reviewed the current aging report. No action was required.

AGING REPORT

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

DELINQUENCY
REPORT

The Directors reviewed the status reports received from McIntyre Law Group. No action was required.

MLG REPORT

The Directors reviewed the status report from RHO. No action was required.

RHO REPORT

A Motion was duly made, seconded, and unanimously carried to approve the Debug Man termite treatment proposals #T-1137 at 1750D Cedar Glenn at a cost not to exceed \$540.00, #T-1138 at 1709D Willow Woods at a cost not to exceed \$625.00, #T-1139 at 1784C Cedar Glenn at a cost not to exceed \$480.00, #T-1140 at 5465D Candlewood Circle at a cost not to exceed \$280.00, and T-1142 at 1735B Rainwood Circle at a cost not to exceed \$560.00. The costs to be charged to reserves. Cardinal was directed to notify the Debug Man of the Board's decision.

DEBUG MAN
TERMITE
TREATMENT
APPROVALS

The Directors reviewed the proposal from Vinco Construction to repair the garage stucco at 5440C Snow Wood. A Motion was duly made, seconded, and unanimously carried to approve proposal #17134 from Vinco for \$595.00. Cardinal was directed to notify the vendor of the Board's decision.

5440C GARAGE
STUCCO REPAIR

The Directors reviewed the proposal from Vinco Construction to replace the dryer vents in disrepair throughout the community. A Motion was duly made, seconded, and unanimously carried to approve proposal #17062 from Vinco for \$20,670.00. This should be paid from Reserve Contingency, and Cardinal recommended that the information be provided to the Reserve Analyst to add as an Association component for future funding. Cardinal was directed to notify the vendor of the Board's decision.

DRYER VENT
REPLACEMENTS

The Directors reviewed the proposal from Vinco Construction to repair wood components at the entry of 1709A Willow Wood. A Motion was duly made, seconded, and unanimously carried to approve proposal #17171 from Vinco for \$1,695.00. Cardinal was directed to notify the vendor of the Board's decision.

1709A WILLOW
WOOD – WOOD
REPAIRS

The Directors reviewed the proposal from Vinco Construction to replace the front door at 1784C Cedar Glenn. A Motion was duly made, seconded, and unanimously carried to approve proposal #17279 from Vinco for \$1,080.00. Cardinal was directed to notify the vendor of the Board's decision.

1784C CEDAR
GLENN- FRONT
DOOR REPLACE

The Directors reviewed the proposal from Vinco Construction to replace the rear door at 1784C Cedar Glenn. A Motion was duly made, seconded, and unanimously carried to approve proposal #17187 from Vinco for \$1,080.00. Cardinal was directed to notify the vendor of the Board's decision.

1784C CEDAR
GLENN-REAR
DOOR REPLACE

The Directors reviewed the proposal from Vinco Construction to repair the patio gate and provide stucco repairs at 5438A Snow Wood. A Motion was duly made, seconded, and unanimously carried to approve proposal #17130 from Vinco for \$1,295.00. Cardinal was directed to notify the vendor of the Board's decision.

5438A SNOW
WOOD –
STUCCO
REPAIRS

A Motion was duly made, seconded, and unanimously carried to approve that Jon Polentz is appointed as the liaison for the three-year re-pipe project and that he is authorized to sign the proposals for the re-piping, abatement, and wood repairs. No further action was required as Director Polentz was in attendance.

JON POLENTZ
LIAISON FOR
RE-PIPE
PROJECT

The Board of Directors reviewed the proposal from Modern Construction Specialties to provide the wood repair for the re-pipe project at building #5448 Candlewood (four units) for \$2,100.00. A Motion was duly made, seconded, and unanimously carried to ratify the proposal from Modern Construction Specialties. Cardinal was directed to notify the vendor of the Board's decision.

MODERN
CONSTRUCTION
RATIFY

The Board of Directors reviewed the proposal from Pacific Environmental and Abatement Solutions to provide the abatement for 5448 Candlewood (four units) during the re-pipe project for \$5,050.00. A Motion was duly made, seconded, and unanimously carried to ratify the proposal from Pacific Environmental and Abatement Solutions. Cardinal was directed to notify the vendor of the Board's decision.

PACIFIC
ENVIRONMENT
RATIFY

The Directors reviewed two proposals to make the necessary mainline repairs at 1734 N. Rainwood. A Motion was duly made, seconded, and unanimously carried to table the approval at this time. Additionally, it was agreed that Director Polentz would contact a plumber that he has utilized and ensure that he could be properly insured for the Association. If so, the Board of Directors conditionally approved the proposal for \$9,000.00. Cardinal was directed to add this topic to the February agenda.

1734 N.
RAINWOOD-
MAILINE REPAIR

The Directors reviewed correspondence from the homeowner of 1784D Cedar Glenn who requested clarification on the parking space for her unit and advised that mitigation is required in the unit for water intrusion. A Motion was duly made, seconded, and unanimously carried that Director Polentz contact the homeowner on both issues and to report the findings to the Board. Cardinal was directed to add this as a topic on the February agenda.

1784D CEDAR
GLENN-
CORRESP.
PARK SPACE

The Directors reviewed the Farmers Insurance Inspection update. No action was required.

FARMERS
INSURANCE

The Directors reviewed the Cardinal Class Schedule for 2017. No action was required.

2017 CLASS
SCHEDULE

A Motion was duly made, seconded, and unanimously carried to table the discussion of personal items in the common area due to time constraints. Cardinal was directed to add this to the February agenda.

PERSONAL
ITEMS –
COMMON AREA

A Motion was duly made, seconded, and unanimously carried to table the discussion of patio covering specifications due to time constraints. Cardinal was directed to add this to the February agenda.

PATIO
COVERING
SPECIFICATIONS

There being no further business, the Regular Meeting was adjourned at 7:15 p.m.

Submitted by: Kate A. Harris, CCAM

ATTEST:

Carol Greenberg, President

Date

SECRETARY CERTIFICATION

I, Emily Teipe, the appointed Secretary of the Windwood Anaheim Condominium Association, do hereby certify that the foregoing is a true and correct copy of the Minutes of the Windwood Anaheim Condominium Association Board of Directors Meeting held on January 9, 2017 as approved by the Board Members in attendance of the Meeting.

Emily Teipe, Secretary

Date

ADJOURNMENT

SUBMITTED

ATTEST

CERTIFICATION