

WINDWOOD ANAHEIM CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING
JANUARY 11, 2016

The Regular Meeting of the Board of Directors of the Windwood Anaheim Condominium Association was held on Monday, January 11, 2016, at 5205 E. Orangethorpe Ave., Anaheim, CA 92807. The President, Carol Greenberg, called the Meeting to order at 6:08 p.m.

CALL TO
ORDER

Directors Present:	Carol Greenberg Jon Polentz Emily Teipe
Directors Absent:	Sergio Vasquez
Representing Cardinal:	Christine Santisteban, CMCA, AMS
Others Present:	Sharon Dietz George Gonzalez, Phoenix Patrol Bill Graeber Jon Martens Mayela Ramirez, Phoenix Patrol

The Board announced it had met in Executive Session prior to the Regular Meeting to approve the Minutes of the November 9, 2015 Executive Session, to discuss delinquent accounts, and hold scheduled Hearings.

EXECUTIVE
SESSION

Director Greenberg opened the floor to the guest speakers.

GUEST
SPEAKERS
LAS FLORES
LANDSCAPE

Joe Hamby, from Las Flores Landscape, was present to advise that the turf replacement between the C and D units would commence soon and provided a map showing that the project would begin at Cedar Glenn. Additionally, Mr. Hamby advised that there was a tree at 1723 Willow Woods Drive that was unable to be trimmed, as the resident in the C unit always had a truck parked in the area. Mr. Hamby was requested to provide a proposal to replace the irrigation and landscape around the pool area when the pool fence was rebuilt. Cardinal was directed to send correspondence to the owner of 1723 C Willow Woods Drive advising that the truck would need to be moved so that the tree could be trimmed.

George Gonzalez, from Phoenix Patrol, was present to provide the patrol report, and advised that Luis would be the full time patrol person during the week and Efrain would be on patrol during the weekends. Additionally, Mr. Gonzalez advised that his patrol personnel had observed an attempted vehicle break in and reported the matter to the Anaheim Police Department, who subsequently conducted a raid at Friendly Village where two men had been arrested. No action was required.

PHOENIX
PATROL

The Directors reviewed the correspondence from Director Haerens submitting her resignation. A Motion was duly made, seconded, and unanimously carried to accept the resignation and appoint Director Teipe to the office of Secretary. Cardinal was directed to send correspondence to Judith Haerens thanking her for her service on the Board of Directors.

RESIGNATION/
APPOINTMENT

Director Greenberg opened the Homeowner Forum.

H/O FORUM

The owner of 5465 A Candlewood Circle inquired regarding the longevity of the recently replaced roofs, the timeline of a pex pipe reroute, and the responsibility of the owner after the re-route was complete. No action was required.

5465 A
CANDLEWOOD
CIRCLE

The owner of 5420 D Snow Wood Circle was present to advise that she had corrected a violation regarding window coverings and that the plants adjacent to her unit in the common area were not doing well. Cardinal was directed to close the violation and request a proposal for plant replacement from Las Flores Landscape.

5420 D SNOW
WOOD CIRCLE

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

H/O FORUM
CLOSED

On Motion duly made, seconded, and carried, the Minutes of the November 9, 2015 Regular Meeting were approved as submitted.

APPROVAL
OF MINUTES

On Motion duly made, seconded, and unanimously carried, the October 2015 and November 2015 Financial Statements and were accepted as presented, subject to audit.

FINANCIAL
REVIEW

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

CURRENT
AGING REPORT
MCINTYRE LAW
GROUP

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

The Directors reviewed the status reports received from Richardson, Harmon and Ober. No action was required.

RHO STATUS
REPORTS

A Motion was duly made, seconded, and unanimously carried to approve the DeBug Man termite treatment proposals #T-1100 at 1775 D Cedar Glenn Drive at a cost not to exceed \$585.00, #T-1101 at 1704 C Willow Woods Drive at a cost not to exceed \$685.00, and #T-1102 at 1709 A Willow Woods Drive at a cost not to exceed \$565.00. The costs were to be charged to reserves. Cardinal was directed to advise The DeBug Man of the Board's decision.

THE DEBUG
MAN

The Directors reviewed the fence replacement proposals submitted by Vinco Construction for a like-for-like replacement versus a replacement with wrought iron, block columns, and slumpstone. A Motion was duly made, seconded, and unanimously carried to approve the proposal #WW 14837 Rev 1 at a cost not to exceed \$57,400.00. Cardinal was directed to forward the proposal to the Association's attorney and request that a contract be drafted that included the start date of either February 8, 2016 or February 15, 2016, an end date no later than April 29, 2016, restricting on-site storage to a storage container to be kept inside the pool area, restricting construction times to the City of Anaheim ordinances, ensuring that work would be done daily, Monday through Friday, until completion, debris removal, daily clean up, and any other stipulations general counsel suggests. Cardinal was directed to send the draft contract to Director Polentz for review prior to forwarding to Vinco Construction.

FENCE
REPLACEMENT

A Motion was duly made, seconded, and unanimously carried to approve Vinco proposals #WW14964 for wood replacement at 5455 B Candlewood at a cost not to exceed \$1,595.00, #WW14904 for wood replacement at 1738 A Cedar Glenn at a cost not to exceed \$850.00, #WW14978 for the entry door replacement at 1726 B Oak Knoll at a cost not to exceed \$1,080.00, and #WW15027 for the patio gate replacement at 5467 D Candlewood at a cost not to exceed \$495.00. The costs were to be charged to reserves. Cardinal was directed to advise Vinco Construction of the Board's decision.

VINCO
CONSTRUCTION

The Directors reviewed the Annual Review Notice from State Farm Insurance. The matter was tabled to the February 2016 Regular Meeting. Cardinal suggested obtaining a competitive quote from another insurance agency.

ASSOCIATION
INSURANCE

The Directors reviewed the reserve study proposals submitted by Reserve Data Analysis and Association Reserves. A Motion was duly made, seconded, and unanimously carried to approve the proposal submitted by Reserve Data Analysis for a Level 1 on-site inspection at a cost not to exceed \$2,595.00. Cardinal was directed to advise both bidders of the Board's decision.

RESERVE
STUDY

Cardinal was directed to request a proposal from Scott English Plumbing to snake the plumbing mainlines on a periodic basis throughout the community.

PLUMBING
PROPOSAL

The Directors reviewed the correspondence from the owner of account #WA-0008-0131-06 requesting the waiver of fines totaling \$150.00 and interest fees in the amount of \$1.50. A Motion was duly made, seconded, and unanimously carried to approve the owner's request. Cardinal was directed to advise the owner of the Board's decision.

WA-0008-0131-06

The Directors reviewed the correspondence from the owner of account #WA-0008-0112-03 requesting the waiver of a \$125.00 pre-lien fee. A Motion was duly made, seconded, and unanimously carried to deny the owner's request, as the fee was a hard cost to the Association. Cardinal was directed to advise the owner of the Board's decision.

WA-0008-0112-03

The Directors reviewed the correspondence submitted by the owner of 1719 C Willow Woods Drive regarding a trash can storage issue. It was noted that the matter had been resolved. No action was required.

1719 C WILLOW
WOODS DRIVE

The Directors reviewed the correspondence from the owner of 5417 A Pine Ridge Way regarding the roofing contractors. Cardinal was directed to thank the owner for submitting his concerns and advise that his comments were taken under advisement.

5417 A PINE
RIDGE WAY

The Directors reviewed the correspondence submitted by the owner of 1780 A Cedar Glenn Drive requesting reimbursement in the amount of \$125.00 for a mainline backup. A Motion was duly made, seconded, and unanimously carried to approve the owner's request. Cardinal was directed to advise the owner of the Board's decision.

1780 A CEDAR
GLENN DRIVE

The Directors reviewed the correspondence submitted by the owner of 1742 A Cedar Glenn Drive appealing the Board's decision regarding the responsibility of moisture intrusion. A Motion was duly made, seconded, and unanimously carried to deny the owner's appeal. Cardinal was directed to advise the owner of the Board's decision and advise the owner that, unless there was new information, the matter would no longer be deliberated, as the decision was final.

1742 A CEDAR
GLENN DRIVE

Cardinal was directed to issue a work order to Vinco Construction to inspect the threshold at 1760 D Cedar Glenn Drive, as the owner has reported excessive dust in her unit.

1760 D CEDAR
GLENN DRIVE

Cardinal was directed to send a courtesy notice to the owner of 1756 A Cedar Glenn Drive advising that there is a broken window, which needs to be repaired, cigarette butts in the common area near their unit, and furniture in common area which need to be removed and discarded.

1756 A CEDAR
GLENN DRIVE

Cardinal was directed to send a courtesy notice to the owner of 1760 C Cedar Glenn Drive advising that on New Year's Eve the minor male tenant in his unit was lighting M-80 fireworks, causing excessive noise and disturbing the quiet enjoyment of his surrounding neighbors.

1760 C CEDAR
GLENN DRIVE

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

ADJOURN

Submitted by: Christine Santisteban, CMCA. AMS

SUBMITTED

ATTEST:

ATTEST

Carol Greenberg, President

Date

SECRETARY CERTIFICATION

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 11, 2016, as approved by the Board Members in attendance of the Meeting.

Emily Teipe, Secretary

Date

DRAFT