

BRIAR OAKS HOMEOWNERS ASSOCIATION  
MEETING OF THE BOARD OF DIRECTORS  
JUNE 8, 2017

The Regular Board Meeting of the Briar Oaks Homeowners Association was held on Thursday, June 8, 2017 at the Stanton Community Center at 7800 Katella Avenue, Stanton, Ca. 90680. The President, George Kenworthy, called the Meeting to order at 6:55 p.m.

Directors Present:            Robert Clinton  
                                      George Kenworthy  
                                      Pamela Lund  
                                      Marilyn Rich  
                                      Jacqueline Valencia

Directors Absent:            None

Representing Cardinal:     Janet Mehan, CMCA, AMS  
                                      Senior Account Manager  
                                      Farrah Esquer, PCAM, CMCA, AMS  
                                      President of Cardinal Property Management

Others Present:             Dorene Gibson  
                                      Noel Hersey  
                                      Daniel Honey  
                                      Uriel Martinez  
                                      Tammy Portillo

It was announced that an Executive Session was held prior to the June 8, 2017 Regular Meeting to conduct Hearings.

EXEC.  
SESSION

The Homeowner Forum was opened by George Kenworthy.

H/O FORUM

The resident of account #BR-0004-0015-01 was present to request more lighting be added in some of the darker areas of the community such as the back gate entry, to inquire if any more trees will be trimmed this year and to report there were owners walking their dogs and not cleaning up after them.

The owner of account #BR-0004-0187-01 was present to report she was very upset that she had not gotten approval but had spent a lot of time and money removing roots from the outside planter by the home and planting flowers and plant material to only come home recently to having the plants removed and dumped in the area. George Kenworthy said the Landscape Committee would walk in July 2017 and look at the area with the landscapers to determine what could be done with the tree roots uplifting the area he did not know who removed her plants. He also suggested if she wanted certain flowers or plant material for the Association to consider planting, she should submit the request in writing to Cardinal.

The resident of account #BR-0004-0177-01 was present to inquire when the balcony above his unit is rebuilt, he be notified so he could remove his potted plants from his patio. He also reported a guest of the family had been cited and towed illegally and would provide

proof the guest was in San Jose at work the day the vehicle was towed and wanted to be reimbursed for the bad tow.

The owner of account #BR-0004-0052-03 was present to report the repairs for the water damage to the outside of her unit took way to long in her opinion to be done and to inquire what the procedure was for installing a new window. The owner also reported there was a tree or large bush invading her patio area and if it could be removed.

The resident of account #BR-0004-0085-01 was present to ask for the reimbursement of a tow of \$322.00 for one of his guest. He stated he felt the Association rules in the red rules book were confusing and it appeared Patrol Masters were using a different set of rules for towing and needed clarification.

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

A Motion was duly made, seconded, and carried to approve the May 11, 2017 Regular Meeting Minutes, as written. Marilyn Rich abstained.

A Motion was duly made, seconded, and unanimously carried to accept the April 2017 Financial Statement, subject to audit.

Cardinal was requested to research the assessment account #BR-0004-0103-01, that although they were paying ahead each month, the payments appeared different in comparison to the regular monthly amount.

A Motion was duly made, seconded, and unanimously carried to authorize the lien on assessment accounts #BR-0004-0192-01 and #BR-0004-0153-01.

A Motion was duly made, seconded, and unanimously carried to conditionally approve the architectural application from the owner of account #BR-0004-0194-02 to install an air conditioner, but the stucco by the fuse box must be repaired and painted.

A Motion was duly made, seconded, and unanimously carried to approve the architectural application from the owner of account #BR-0004-0006-02 to install new windows.

A Motion was duly made, seconded, and unanimously carried to approve the architectural application from the owner of account #BR-0004-0036-01 to install a security screen door.

A Motion was duly made, seconded, and unanimously carried to approve the proposal from Harvest Landscape to trim the trees, at a cost of \$5,355.00, to be charged to the reserve account.

A Motion was duly made, seconded, and unanimously carried to approve the

H/O FORUM  
CLOSED

APPROVAL  
MINUTES

FINANCIAL  
STATE-  
MENT

LIEN

ARCH.  
APPLI-  
CATIONS

HARVEST  
LAND-  
SCAPE

proposal from Harvest Landscape for plant material, at a cost of \$916.96.

A Motion was duly made, seconded, and unanimously carried to ratify the proposal from Vinco Construction for wood and stucco repairs, at a cost of \$1,895.00, to be charged to the reserve account.

RATIFY

Janet Mehan reported to the Directors regarding the status of revisions of the 2017 Reserve Study performed by Advanced Reserve Solutions. Cardinal was requested to have Advanced Reserve Solutions make the corrections and send the final copy to the Directors.

RESERVE  
STUDY

A Motion was duly made, seconded, and unanimously carried to deny the proposals from One Stop Pool to acid wash the spa and pool at this time.

ONE STOP  
POOL

A Motion was duly made, seconded, and carried to approve the proposal from One Stop Pool to replace the pool heater and autofill timer, at a cost of \$3,845.00, to be charged to the reserve account. George Kenworthy and Jacque Valencia voted no.

Cardinal was requested to schedule the annual maintenance work of the Association fire extinguishers.

FIRE  
EXTING.

George Kenworthy requested he be called for any wasp removals in the Association and to not call Bee Busters for wasp nests, only removal of bee issues.

WASPS

Cardinal was requested to send a courtesy letter to the owner of account #BR-0004-0158-01 to register the vehicle parked in space 158 with the Department of Vehicles, as the registration had expired.

BR-0004-  
0158-01

Cardinal was requested to send a courtesy letter to the owner and tenant of account #BR-0004-0172-01 to stop flying the drone in the community, as it was a noise/nuisance violation and to inform his guests not to park by the red curbs but in guest parking.

BR-0004-  
0172-01

Cardinal was requested to issue a work order to Vinco Construction to paint the fuse box on the side of the building at 10436 B West Briar Oaks that faced 10452 West Briar Oaks and further down the side of the building by the plumeria plant, which had marked up the stucco.

VINCO

The Directors reviewed the correspondence from the owner of account #BR-0004-0079-01 complaining of her neighbors below her unit. As the issue was a neighbor-to-neighbor matter, the Directors took no action.

BR-0004-  
0079-01

A Motion was duly made, seconded, and unanimously carried to approve the proposal from Vision Roof Services to perform comprehensive maintenance repairs on all the roofs in the Association, at a cost of \$10,500.00, to be charged to the reserve account.

VISION  
ROOF  
SERVICES

A Motion was duly made, seconded, and unanimously carried to approve the proposal from Aquatic Balance to perform monthly pool and Jacuzzi maintenance for the

AQUATIC  
BALANCE

Association, to start July 1, 2017. The summer monthly rate would be \$780.00 and the winter monthly rate would be \$787.50 with a one-year contract with a 5% discount. Cardinal was requested to forward the signed proposal to Aquatic Balance and to send a termination letter to One Stop Pool at the end of May 2017 stating their last day would be June 30, 2017.

A Motion was duly made, seconded, and unanimously carried to approve the proposal from Vinco for concrete repairs at 10330 D Briar Oaks, at a cost of \$1,795.00.

VINCO

A Motion was duly made, seconded, and unanimously carried to approve the proposal from Vinco for a trash enclosure near 10390 East Briar Oaks, at a cost of \$2,495.00, to be charged to the reserve account.

A Motion was duly made, seconded, and unanimously carried to approve the proposal from Vinco for wrought iron repairs, at a cost of \$3,150.00, to be charged to the reserve account.

A Motion was duly made, seconded, and unanimously carried to approve the proposal from Vinco for wood and deck repairs at 10487 E West Briar Oaks, at a cost of \$3,395.00, to be charged to the reserve account.

VINCO

A Motion was duly made, seconded, and unanimously carried to approve the proposal from Vinco for wood repairs, at a cost of \$795.00.

A Motion was duly made, seconded, and unanimously carried to approve the proposal from Vinco for balcony repairs at 10455 C West Briar Oaks, at a cost of \$2,995.00, to be charged to the reserve account.

A Motion was duly made, seconded, and unanimously carried to approve the proposal from Harvest Landscape for plant material, at a cost of \$755.76.

HARVEST  
LAND-  
SCAPE

A Motion was duly made, seconded, and unanimously carried to approve the proposal from Harvest Landscape to install a crepe myrtle tree, at a cost of \$130.00.

A Motion was duly made, seconded, and unanimously carried to approve a proposal from Harvest Landscape for tree stakes, ties and root barrier roll, at a cost of \$122.05.

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

ADJOURN

Submitted by: Janet Mehan, Account Manager

SUBMIT

ATTEST:

ATTEST

\_\_\_\_\_  
George Kenworthy, President

\_\_\_\_\_  
Date

SECRETARY CERTIFICATION

I, Marilyn Rich, the appointed Secretary of the Briar Oaks Homeowners Association, do hereby certify that the foregoing is a true and correct copy of the Minutes of the Meeting of the Board of Directors of the Briar Oaks Homeowners Association held on June 8, 2017, as approved by the Board Members in attendance of the Meeting.

\_\_\_\_\_  
Marilyn Rich, Secretary

\_\_\_\_\_  
Date

SECRET.  
CERTIFIC.









