

Cypress Tanglewood Homeowners' Association  
Executive Meeting  
Tuesday, June 18, 2024  
**Minutes**  
**6:30 P.M.**

1. Accident / Collision at 4489 Larwin Avenue
  - a. Asbestos abatement was completed 6/12/24.
  - b. McCormick-JWC began work on repairing the building 6/14/24.
  - c. They plan on completing the structure work by the end of the week.
  
2. Outstanding Roof Repairs
  - a. 4192 Larwin – Roofing has been completed.
  - b. 4128 is next in line for re-roofing. Tear down scheduled for tomorrow
  
3. Pool Resurfacing update
  - a. Clubhouse pools waiting for Pre-Plaster inspection. 6/20/24
  - b. Plaster and pool fill to follow along with a 2-week start-up by the Poolsmiths.
  
4. A new cleaning service has been chosen.
  - a. Cleaner image to continue through first week of July.
  - b. Traveling Mop to begin the following week have cleaning performed every other week.
  
5. McCormick-JWC have provided a proposal for balcony inspection according to SB-326.
  - a. Board to review and approve. Moved by KW, seconded and approved.
  
6. Board Elections
  - a. Three Spots are open on the Board. Elections will be held Tuesday July 16<sup>th</sup>, 2024.
  - b. We have 4 submissions.
  - c.
    - i. Erik Hayhurst
    - ii. Younger Lee
    - iii. Barbara Davis
    - iv. Blaze Bhence

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Homeowners' Meeting

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**AGENDA**

**7:30 pm**

1. Welcome- called to order 7:32 pm, 12 homeowners present
2. Minutes- read by AK, F. Kim move to approve, KW, seconded and approved.
3. Treasurer's Report- BB presents his report including balance of operating fund, and total assets reported.
4. Manager's Report- GW works with McCormick GWC on the property with the collision, asbestos abated. Worked on balcony inspection, spoke with attorney regarding flagpoles, worked with Paul Arenas, resurfacing of pool, keeping alley's clear, monthly newsletter distributed,
5. Committee Reports
  - a. Architectural Report- one request, interior fence repair, approved. Paul A. evened walkway that was uneven due to tree roots. Moved by KW, seconded, AK, approved.
  - b. Financial Report- BB presents the financial report including operating expenses, reserve expenses, accounts receivable, and income.

**OLD BUSINESS**

1. Board Elections – ballots have gone out. Four candidates for three spots on the board.
  - a. July 16, 2024, next meeting and election results
2. Board Candidates
3. Flagpole on Patio 4434 Larwin- attorney was contacted, letter was sent out, flag has come down.

4. Newsletter Distribution- the newsletter has repetition in it, but to keep it short we publish what we feel is needed. More details on status of issues was requested. On the website, we post the newsletters, we will now post the Agendas and Minutes going forward. The non-emergency number will be published to report problems with parking in the alley, etc. to Cypress PD.

### **NEW BUSINESS**

1. Homeowners' Concerns- a homeowner asks for an update on the pool. JW states the contractor was contacted, and he stated they were waiting on the city to inspect before they can move forward, this is scheduled for June 20. They will then ask for the final inspection. After the inspection is complete, they will fill the pool, set PH balance, which will take about 14 days. Middle of July is the projected completion date. Inspections and permitting have caused many delays. Waiting on final inspection on a roof that has been completed for a month. Other pool will be resurfaced next.

A homeowner asks about furniture in pool area.

A homeowner agrees with the inspector issue. He asked about the Admin costs of \$50,000, he asks what that includes. Insurance, supplies, website, permits, bank charges, miscellaneous and storage. Parking in the alley, he states that in the past the previous management took care of this. A police officer would come out and said the city was not in charge of the alleys. His opinion is that the HOA should contact the police department with parking issues.

KW states that homeowners can be very disrespectful to managers. KW states she called the city and reported a parking issue and a citation was issued.

A homeowner asks about an agenda being produced for all attendees at meetings, going forward agendas will be made available for future meeting attendees. On Election night will there be a meeting, yes there will be.

Homeowner thanks the manager for the online newsletter, she likes the signs being put out reminding us of the meetings, she loves the landscapers, they do a wonderful job.

The area is kept up very well. She asks would be amenable to a community event. How high can a backyard fence be? 8 feet cannot be taller than roofline. She will need to fill out an application. If existing fence is not removed, the other neighbor does not need to give permission. She tells the board they are doing a great job.

KW states that she is happy that homeowners are showing up to the meeting.

Homeowner asks when the address signs will be replaced; GW says contractor did not show up. Due to roofing issues this has been put on the back burner. BB says we are waiting for the new budget year to allocate the funds for this expense.

Homeowner asks when an email is sent is there a timeline for when emails will be responded to, GW says within 24 hours except on weekends.

Homeowner asks what the office hours are; 8 am to 5 pm Mon-Sat.

Shingles are mentioned again.

Copies of insurance can be provided to homeowners for lenders.

B Bence states that insurance has gone up 3-4 times. We now have four separate policies rather than one large policy. Other HOA's have had a special assessment of \$4000 per home.

Homeowner asks about RV parking issue, GW says it was moved, and is back. She asks about a tent trailer parked, they were ticketed.

2. Adjournment 8:25 pm

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**MANAGER'S REPORT**

1. Worked with McCormick-JWC and the SCAQMD to get 4489 Larwin Cleared of Asbestos.
2. Worked with McCormick-JWC to get the property reviewed for a balcony count re: SB-326
3. Coordinated with Paul Arenas on fixing roof leaks and repairing mansards.
4. Interfaced with Alan Smith Pools regarding the resurfacing of the Clubhouse pool.
5. Monthly newsletter written and distributed to homeowners via email, website with copies placed in the box.
6. Spoke with insurance brokers to possibly find a better cost for HOA insurance.
7. Processed homeowners' monthly dues and parking fees.
8. Paid invoices.
9. Worked with gardeners and handymen regarding issues reported by residents.
10. Processed clubhouse reservations.