

Candlewood Estates Homeowners Association

Board of Directors Meeting

January 22, 2025

Open Session Minutes

CALL TO ORDER: The regular scheduled meeting of Candlewood Estates Homeowners Association Board of Directors was called to order at 7:06pm by Board President Nasrin Soliman at the pool area.

BOARD MEMBERS PRESENT:

- | | |
|------------------|----------------|
| ❖ Nasrin Soliman | President |
| ❖ Connie Gerardi | Vice President |
| ❖ Ronnie Sasso | Secretary |
| ❖ Vivian Tapia | Treasurer |

BOARD MEMBERS ABSENT:

- ❖ Vacant seat

MANAGEMENT REPRESENTATIVE PRESENT:

- ❖ Ken Zimmerman of So Cal Property Enterprises, Inc.

HOMEOWNERS PRESENT:

- 1) No owners were present.

SECRETARY'S REPORT:

- 1) The Board reviewed the "Draft" October 24, 2024, open session meeting minutes. A motion was made by Vivian to approve as submitted, seconded by Connie, motion carried (4-0).

MANAGEMENT REPORT:

- 1) None

TREASURER'S REPORT:

- 1) The Board reviewed the October, November & December 2024 financial reports. A motion was made by Nasrin to approve the financial reports as submitted subject to year-end review, seconded by Connie, motion carried (4-0).
- 2) The Board discussed opening a new CD account at Wells Fargo. A motion was made by Nasrin to open a new CD at Wells Fargo for \$100,000.00, seconded by Connie, motion carried (4-0). Nasrin will contact the bank and arrange for the account to be opened and will advise the Board so others members can sign the signature card for the new account.

NEW BUSINESS:

- 1) The Board reviewed emails from the Valley Vista Services and management

about damages to the community by the trash trucks.

- 2) The Board reviewed an email/pictures from unit 504 about cracks in the buildings. The Board advised that they want to look at all of the building at the same time and tabled to a later date.
- 3) The Board reviewed emails and proposals for cleaning out the first floor rain gutters and downspouts. After discussion a motion was made by Vivian to approve a proposal from EC EVS Cleaning after management clarifies that the gutters and downspouts are included, seconded by Connie, motion carried (4-0).
- 4) The Board reviewed proposals to install 2 new gate openers and 2 new loop detectors on the South East gates. After discussion a motion was made by Connie to approve a proposal from Byers & Butler for a cost of \$12,095.06, seconded by Nasrin, motion carried (4-0).

OLD BUSINESS:

- 1) Management advised the Board that the approved reserve study update should be updated be completed using the new costs for spa remodel, roof project and gate operator approvals and the Board agreed. Management will work with the reserve study company to complete.
- 2) The Board reviewed proposals to remodel the spa. After discussion a motion was made by Vivian to approve a proposal from Kelly Pools for a cost of \$20,225.00, seconded by Connie, motion carried (4-0)

ANNOUNCEMENT OF THE NEXT MEETING: The next executive session Board of Directors meeting will be held on February 26, 2024, at 6:00pm by Zoom for the Board and management only.

ADJOURNMENT: With no further business to discuss, the meeting was adjourned at 7:42pm.

Respectfully Submitted,

Candlewood Estates Homeowners Association Secretary

Candlewood Estates Homeowners Association

Board of Directors Meeting

October 24, 2024

Open Session Minutes

CALL TO ORDER: The regular scheduled meeting of Candlewood Estates Homeowners Association Board of Directors was called to order at 6:33pm by Board President Nasrin Soliman at the pool area.

BOARD MEMBERS PRESENT:

- | | |
|----------------------------|-----------------|
| ❖ Nasrin Soliman | President |
| ❖ Connie Gerardi | Vice President |
| ❖ Utpal Priyadarshi (Andy) | Secretary |
| ❖ Freddie Segundo | Member at Large |

BOARD MEMBERS ABSENT:

- | | |
|-----------------|-----------|
| ❖ Tess Martinez | Treasurer |
|-----------------|-----------|

MANAGEMENT REPRESENTATIVE PRESENT:

- ❖ Ken Zimmerman of So Cal Property Enterprises, Inc.

HOMEOWNERS PRESENT:

- 1) A few owners were present to listen and ask some questions.

SECRETARY'S REPORT:

- 1) The Board reviewed the "Draft" August 22, 2024, open session meeting minutes. A motion was made by Freddie to approve as submitted, seconded by Nasrin, motion carried (4-0).

MANAGEMENT REPORT:

- 1) Review violation letters and responses. No action was required.

TREASURER'S REPORT:

- 1) The Board reviewed the August & September 2024 financial reports. A motion was made by Andy to approve the financial reports as submitted subject to year-end review, seconded by Nasrin, motion carried (4-0).
- 2) Management recommended to the Board that they might want to consider put some of the reserve funds into a CD or money market account to earn some in interest. The Board and management will look into it and provide information at the next meeting to review and discuss.

OLD BUSINESS:

- 1) The Board reviewed tree trimming proposals from Oak Grove Landscape & German Tree Service. After a brief conversation the Board tabled.

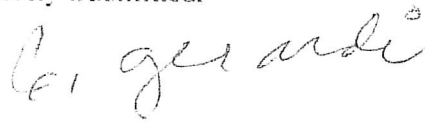
NEW BUSINESS:

- 1) The Board reviewed a proposal from Oak Grove Landscape to put down Pinnacle Rye seed for a cost of \$394.50 to keep the grass green during the winter. A motion was made by Andy to approve, seconded by Connie, motion carried (4-0).
- 2) Management and the Board discussed an estimate from Oak Grove Landscape to inspect all of the flowerbed drains in the community to make sure they are clean and flowing properly and not damaged or blocked for a cost of \$500. A motion was made by Connie to approve, seconded by Andy, motion carried (4-0).
- 3) Nasrin advised that she no longer wants to use unlicensed or uninsured vendors in the community.

ANNOUNCEMENT OF THE NEXT MEETING: The next executive session Board of Directors meeting will be held on June 9, 2024, at 6:00pm by Zoom for the Board and management only.

ADJOURNMENT: With no further business to discuss, the meeting was adjourned at 7:43pm.

Respectfully Submitted,



Candlewood Estates Homeowners Association Secretary

Candlewood Estates Homeowners Association

Board of Directors Meeting

August 22, 2024

Open Session Minutes

CALL TO ORDER: The regular scheduled meeting of Candlewood Estates Homeowners Association Board of Directors was called to order at 6:31pm by Board President Nasrin Soliman at the pool area.

BOARD MEMBERS PRESENT:

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|----------------------------|-----------------|
| ❖ Nasrin Soliman | President |
| ❖ Connie Gerardi | Vice President |
| ❖ Tess Martinez | Treasurer |
| ❖ Utpal Priyadarshi (Andy) | Secretary |
| ❖ Freddie Segundo | Member at Large |

BOARD MEMBERS ABSENT:

- ❖ None

MANAGEMENT REPRESENTATIVE PRESENT:

- ❖ Ken Zimmerman of So Cal Property Enterprises, Inc.

HOMEOWNERS PRESENT:

- 1) A few owners were present to listen and ask some questions.

SECRETARY'S REPORT:

- 1) The Board reviewed the "Draft" May 23, 2024, open session meeting minutes. A motion was made by Nasrin to approve as submitted, seconded by Connie, motion carried (5-0).

MANAGEMENT REPORT:

- 1) Review violation letters and responses. No action was required.
- 2) The Board reviewed a request from unit 304 to install a 6-foot-tall privacy fence in the patio area. The Board discussed and denied the request.

TREASURER'S REPORT:

- 1) The Board reviewed the June & July 2024 financial reports. A motion was made by Nasrin to approve the financial reports as submitted subject to year-end review, seconded by Freddie, motion carried (5-0).
- 2) Nasrin asked for a detailed A/R report be included with the monthly financial packet. Management advised they would look into it and provide what they could.

OLD BUSINESS:

- 1) The Board reviewed a proposal from One Way Rooter to hydro-jet the sewer

lines for a cost of \$2,635.00. A motion was made by Tess to approve, seconded by Connie, motion carried (5-0).

- 2) The Board advised management that Buffalo Maintenance installed a drain at unit 401 that is still leaking. The Board asked management to speak with Buffalo Maintenance about it.

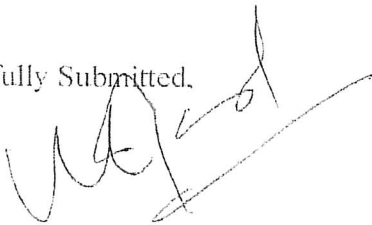
NEW BUSINESS:

- 1) The Board reviewed a few homeowner emails. No action was required.
- 2) The Board reviewed a proposed October 1, 2024, thru September 30, 2025, budget with a recommendation that the dues be increased \$73.53 per month per home. After discussion with the Board and owner's present a motion was made by Nasrin to only increase the dues \$30.00 per month to \$380.00 per home per month and to short the reserve contributions to balance the budget, seconded by Freddie, motion carried (5-0).
- 3) The Board discussed using handyman Carlos to repair the ceiling damage at unit 801 and advised that he did not have the proper license/insurance. Management advised the Board that they did not recommend using any vendor that is not properly licensed/insured to protect the association and owners. A motion was made Nasrin to use Carlos, seconded by Connie, motion carried (5-0).

ANNOUNCEMENT OF THE NEXT MEETING: The next executive session Board of Directors meeting will be held on June 9, 2024, at 6:00pm by Zoom for the Board and management only.

ADJOURNMENT: With no further business to discuss, the meeting was adjourned at 7:02pm.

Respectfully Submitted,

A handwritten signature in black ink, appearing to be 'Nasrin', written over a horizontal line.

Candlewood Estates Homeowners Association Secretary

Candlewood Estates Homeowners Association
Board of Directors Meeting
May 23, 2024
Open Session Minutes

CALL TO ORDER: The regular scheduled meeting of Candlewood Estates Homeowners Association Board of Directors was called to order at 6:32pm by Board President Nasrin Soliman at the pool area.

BOARD MEMBERS PRESENT:

❖ Nasrin Soliman	President
❖ Connie Gerardi	Vice President
❖ Tess Martinez	Treasurer
❖ Utpal Priyadarshi (Andy)	Secretary
❖ Freddie Segundo	Member at Large

BOARD MEMBERS ABSENT:

- ❖ None

MANAGEMENT REPRESENTATIVE PRESENT:

- ❖ Ken Zimmerman of So Cal Property Enterprises, Inc.

HOMEOWNERS PRESENT:

- 1) Homeowners from unit 206, 1003, 202, 204 and 306 were present to listen and ask questions.

SECRETARY'S REPORT:

- 1) None

MANAGEMENT REPORT:

- 1) Review violation letters and responses. No action was required.

TREASURER'S REPORT:

- 1) The Board reviewed the April 2024 financial reports. A motion was made by Nasrin to approve the financial reports as submitted subject to year-end review, seconded by Connie, motion carried (5-0).

OLD BUSINESS:

- 1) Management advised the owners present that the Board had hired an annual election service company during the executive session.
- 2) Management advised the owners present that the Board had approved for a company to leak test the spa and it was scheduled for May 24th.
- 3) Management advised the owners present that the broken gate lock had been replaced and 2 other gate serviced on May 23rd.

- 4) Management advised the owners present that a roof inspection of the flat roofs is scheduled for May 30th.
- 5) Management advised the owners present about SB326 and that the association did not qualify for the required testing.
- 6) Management advised the owners present that the Board reviewed a proposal for an audit and review and preparation of the taxes for the year ending 9/30/24 and the Board approved the proposal for the review and tax returns.

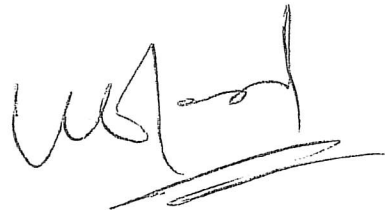
NEW BUSINESS:

- 1) No new business was discussed

ANNOUNCEMENT OF THE NEXT MEETING: The next executive session Board of Directors meeting will be held on June 9, 2024 at 6:00pm by Zoom for the Board and management only.

ADJOURNMENT: With no further business to discuss, the meeting was adjourned at 7:02pm.

Respectfully Submitted,

A handwritten signature in black ink, appearing to be 'W. S. ...', with a horizontal line underneath.

Candlewood Estates Homeowners Association Secretary