

Cantrice Court HOA
c/o California HOA Solutions

Agenda for Executive Meeting-Board Members Only

Date of Meeting: Tuesday, January 7, 2025

Time: 6:00 PM

Location: Via Zoom - The Zoom link is at the bottom of this notice.

1. Preliminary

- A. Call to Order
- B. Roll Call
- C. Approval of Agenda
- D. Approval of Minutes from previous meeting

2. Executive Session

- A. Board to approve filling board vacancy

3. Adjournment

Sam Shewa is inviting you to a scheduled Zoom meeting.

Topic: Cantrice Court Executive Meeting

Time: Jan 7, 2025 06:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/84754913815?pwd=2LxEGynQKrazfLN4NpLtGCNojaP1Gi.1>

Meeting ID: 847 5491 3815

Passcode: 304162

One tap mobile

+16699006833,,84754913815#,,,,*304162# US (San Jose)

+14086380968,,84754913815#,,,,*304162# US (San Jose)

Dial by your location

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- +1 646 876 9923 US (New York)
- +1 646 931 3860 US
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Meeting ID: 847 5491 3815

Passcode: 304162

Find your local number: <https://us06web.zoom.us/j/kcJTJmhH1d>

Cantrice Court HOA
c/o California HOA Solutions

Agenda for Executive Meeting-Board Members Only

Date of Meeting: Tuesday, January 28, 2025

Time: 5:00 PM

Location: Via Zoom - The Zoom link is at the bottom of this notice.

1. Preliminary

- A. Call to Order
- B. Roll Call
- C. Approval of Agenda
- D. Approval of Minutes from previous meeting

2. Executive Session

- A. Board and Property Management - responsibilities, etc.
- B. Cameras & No Trespassing Signs
- C. Election
- D. Roofs
- E. Trash Bins
- F. Insurance
- G. Trees
- H. Financials
- I. Committees
- J. Gutter Cleaning
- K. Contractors

3. Adjournment

Cantrice Court HOA
c/o California HOA Solutions

Agenda for Open Meeting- (All Homeowners are invited)

Date of Meeting: Tuesday, January 28, 2025

Time: 6:00 PM

Location: Via Zoom – The Zoom link is at the bottom of this notice.

1. Preliminary

- A. Call to Order
- B. Roll Call
- C. Approve of Agenda
- D. Approval of Minutes

2. Open Session

- A. Trash Bins
- B. Roof Update
- C. Landscape Update
- D. Financials
- E. Gutter Cleaning
- F. Emergency List

3. Adjournment

Kevin Laughlin is inviting you to a scheduled Zoom meeting.

Topic: Cantrice Court Meeting

Time: Jan 28, 2025 05:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/87157988388?pwd=nAoFfV3S6HBcukpRZPGuOnAUE9SZNj.1>

Meeting ID: 871 5798 8388

Passcode: 459196

One tap mobile

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- +1 305 224 1968 US

Meeting ID: 871 5798 8388

Passcode: 459196

Find your local number: <https://us06web.zoom.us/j/kVH7ayKGb>

Cantrice Court HOA
c/o California HOA Solutions

Agenda for Executive Meeting-Board Members Only

Date of Meeting: Tuesday, February 25, 2025

Time: 5:30 PM

Location: Via Zoom - The Zoom link is at the bottom of this notice.

1. Preliminary

- A. Call to Order
- B. Roll Call
- C. Approval of Agenda
- D. Approval of Minutes from previous meeting

2. Executive Session

- A. Legal Counsel
- B. Elections
- C. Roof Inspection
- D. Gutter Cleaning
- E. Roof Repairs
- F. AC units
- G. Tree trimming
- H. Cameras
- I. Vendors
- J. Financial Update
- K. Board and Property Management Roles
- L. Committees

3. Adjournment

Cantrice Court HOA
c/o California HOA Solutions

Agenda for Open Meeting- (All Homeowners are invited)

Date of Meeting: Tuesday, February 25, 2025

Time: 7:00 PM

Location: Via Zoom – The Zoom link is at the bottom of this notice.

1. Preliminary

- A. Call to Order
- B. Roll Call
- C. Approve of Agenda
- D. Approval of Minutes

2. Open Session

- A. Elections - proposed date
- B. Roof Inspection
- C. Gutter cleaning
- D. Tree trimming
- E. Financial Update
- F. Open Forum
- G. Committees

3. Adjournment

Kevin Laughlin is inviting you to a scheduled Zoom meeting.

Topic: Cantrice Court Executive and Open Meeting

Time: Feb 25, 2025 05:30 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/89597463341?pwd=HvZvY3rSZ3lOcVjUUigYKWbAkyWaUB.1>

Meeting ID: 895 9746 3341

Passcode: 000114

One tap mobile

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- +1 646 931 3860 US

Meeting ID: 895 9746 3341

Passcode: 000114

Find your local number: <https://us06web.zoom.us/j/kcZWfHIS0q>

Cantrice Court HOA
c/o California HOA Solutions

Agenda for Executive Meeting-Board Members Only

Date of Meeting: Tuesday, March 25, 2025

Time: 5:30 PM

Location: Via Zoom - The Zoom link is at the bottom of this notice.

1. Preliminary

- A. Call to Order
- B. Roll Call
- C. Approval of Agenda
- D. Approval of Minutes from previous meeting

2. Executive Session

- A. Board Seat Vacancy / Possible appointment
- B. Board and Property Management - Roles & Responsibilities
- C. Election Update
- D. Financial Review
- E. Discussion of volunteers
- F. Committees
- G. Architectural Requests
- H. Vendor contracts
- I. Legal items
- J. Roofs
- K. Gutter Cleaning
- L. Rules & Regulations
- M. Property Management - Activities
- N. Miscellaneous Items or Issues

3. Adjournment

Cantrice Court HOA
c/o California HOA Solutions

Agenda for Open Meeting- (All Homeowners are invited)

Date of Meeting: Tuesday, March 25, 2025

Time: 7:00 PM

Location: Via Zoom – The Zoom link is at the bottom of this notice.

1. Preliminary

- A. Call to Order
- B. Roll Call
- C. Approve of Agenda
- D. Approval of Minutes

2. Open Session

- A. Financial Update
- B. Board Seat Vacancy
- C. Board and Property Management - Roles & Responsibilities
- D. Election Update
- E. Volunteers for committees / Committees
- F. Tree trimming (if not completed)
- G. Roofs
- H. Gutter Cleaning
- I. Pest Control / Landscaping
- J. Open Forum

3. Adjournment

Kevin Laughlin is inviting you to a scheduled Zoom meeting.

Topic: Cantrice Court Meeting

Time: Mar 25, 2025 05:30 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/86051184876?pwd=zM5jgjaIMFnS2lbu1S5yRf4maNho6q.1>

Meeting ID: 860 5118 4876

Passcode: 569241

One tap mobile

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- +1 309 205 3325 US

Meeting ID: 860 5118 4876

Passcode: 569241

Find your local number: <https://us06web.zoom.us/j/kdSh8ZVzDU>

Cantrice Court HOA
c/o California HOA Solutions

Agenda for Executive Meeting-Board Members Only

Date of Meeting: Tuesday, April 15, 2025

Time: 6:00 PM

Location: Via Zoom - The Zoom link is at the bottom of this notice.

1. Preliminary

- A. Call to Order
- B. Roll Call
- C. Approval of Agenda
- D. Approval of Minutes from previous meeting

2. Executive Session

- A. Roles
- B. Election
- C. Miscellaneous Items/Issues

3. Adjournment

This is a notice of an Executive Session meeting, attended by board members only.

Topic: Cantrice Court Executive Meeting

Time: Apr 15, 2025 06:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/81068408802?pwd=qNDR5XuCGLPLePnvxCRUZb5e9ISxit.1>

Meeting ID: 810 6840 8802

Passcode: 169479

One tap mobile

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- +1 689 278 1000 US
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- +1 309 205 3325 US
- +1 312 626 6799 US (Chicago)

Meeting ID: 810 6840 8802

Passcode: 169479

Find your local number: <https://us06web.zoom.us/j/kecCGe8TdR>

Cantrice Court HOA
c/o California HOA Solutions

Agenda for Executive Meeting-Board Members Only

Date of Meeting: Tuesday, April 22, 2025

Time: 5:30 PM

Location: Via Zoom - The Zoom link is at the bottom of this notice.

1. Preliminary

- A. Call to Order
- B. Roll Call
- C. Approval of Agenda
- D. Approval of Minutes from previous meeting

2. Executive Session

- A. Appointment of Board Officers / Roles
- B. Assigning tasks/projects
- C. Election
- D. Financial Review
- E. Gutter Cleaning
- F. Rules & Regulations
- G. Property Management - Status of Activities
- H. Miscellaneous Items/Issues

3. Adjournment

Cantrice Court HOA
c/o California HOA Solutions

Agenda for Open Meeting- (All Homeowners are invited)

Date of Meeting: Tuesday, April 22, 2025

Time: 6:30 PM

Location: Via Zoom – The Zoom link is at the bottom of this notice.

1. Preliminary

- A. Call to Order
- B. Roll Call
- C. Approve of Agenda
- D. Approval of Minutes

2. Open Session

- A. Appointment of Board Officers
- B. Election
- C. Financial Update
- D. Gutter Cleaning
- E. Trash Bin Doors
- F. Gophers
- G. Sidewalks
- H. Open Forum

3. Adjournment

Kevin Laughlin is inviting you to a scheduled Zoom meeting.

Topic: Cantrice Court Meeting

Time: Apr 22, 2025 05:30 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/88017401761?pwd=0MLeyFbWHoDvC8pFNETGoINL10KXkK.1>

Meeting ID: 880 1740 1761

Passcode: 255011

One tap mobile

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Dial by your location

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- +1 507 473 4847 US
- +1 564 217 2000 US

Meeting ID: 880 1740 1761

Passcode: 255011

Find your local number: <https://us06web.zoom.us/j/kdOM4Rhjiv>

Cantrice Court HOA
c/o California HOA Solutions

Agenda for Executive Meeting-Board Members Only

Date of Meeting: Tuesday, May 27, 2025

Time: 5:00 PM

Location: Via Zoom - The Zoom link is at the bottom of this notice.

1. Preliminary

- A. Call to Order
- B. Roll Call
- C. Approval of Agenda
- D. Approval of Minutes from previous meeting

2. Executive Session

- A. Board Vacancy
- B. Election
- C. Financial Review
- D. Rules & Regulations
- E. Gutter Cleaning
- F. Roofs
- G. Cameras
- H. Trash/Recycle Doors
- I. Sidewalks & Asphalt
- J. Landscaping
- K. Pool
- L. Property Management Report
- M. Miscellaneous Items/Issues

3. Adjournment

Cantrice Court HOA
c/o California HOA Solutions

Agenda for Open Meeting- (All Homeowners are invited)

Date of Meeting: Tuesday, May 27, 2025

Time: 6:00 PM

Location: Via Zoom – The Zoom link is at the bottom of this notice.

1. Preliminary

- A. Call to Order
- B. Roll Call
- C. Approve of Agenda
- D. Approval of Minutes

2. Open Session

- A. Board Vacancy
- B. Election
- C. Financial Update
- D. Gutter Cleaning
- E. Roofs
- F. Cameras
- G. Trash/Recycle Doors
- H. Sidewalks & Asphalt
- I. Landscaping
- J. Pool
- K. Open Forum

3. Adjournment

Kevin Laughlin is inviting you to a scheduled Zoom meeting.

Topic: Cantrice Court Executive and Open Meetings

Time: May 27, 2025 05:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/86441341755?pwd=Eigv133jMJLXbLQoSsCBctUtiFbKL8.1>

Meeting ID: 864 4134 1755

Passcode: 127046

One tap mobile

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Meeting ID: 864 4134 1755

Passcode: 127046

Find your local number: <https://us06web.zoom.us/j/kAwSJARBx>

Cantrice Court HOA
c/o California HOA Solutions

Agenda for Executive Meeting-Board Members Only

Date of Meeting: Tuesday, June 24, 2025

Time: 5:00 PM

Location: Via Zoom - The Zoom link is at the bottom of this notice.

1. Preliminary

- A. Call to Order
- B. Roll Call
- C. Approval of Agenda
- D. Approval of Minutes from previous meeting

2. Executive Session

- A. Financial Update
- B. Gutter Cleaning
- C. Roofs Update
- D. Asphalt Update
- E. Rules - Big items in trash area.
- F. Labor Day Pool Event
- G. Miscellaneous Items or Issues

3. Adjournment

Cantrice Court HOA
c/o California HOA Solutions

Agenda for Open Meeting- (All Homeowners are invited)

Date of Meeting: Tuesday, June 24, 2025

Time: 5:30 PM

Location: Via Zoom – The Zoom link is at the bottom of this notice.

1. Preliminary

- A. Call to Order
- B. Roll Call
- C. Approve of Agenda
- D. Approval of Minutes

2. Open Session

- A. Financial Update
- B. Gutter Cleaning
- C. Roofs
- D. Trip Hazard - Sidewalks / Driveways
- E. Roads - Concrete & Asphalt
- F. Labor Day Pool Event
- G. Election of board of directors - Board vote to approve by acclamation
Stephen Taub and William Mills.
- H. Open Forum

3. Adjournment

Cantrice Court HOA
c/o California HOA Solutions

Agenda for Executive Meeting-Board Members Only

Date of Meeting: Tuesday, June 24, 2025

Time: 6:30 PM

Location: Via Zoom - The Zoom link is at the bottom of this notice.

1. Preliminary

- A. Call to Order
- B. Roll Call
- C. Approval of Agenda
- D. Approval of Minutes from previous meeting

2. Executive Session

- A. Roles & Responsibilities
- B. Board Vacancy
- C. Financial Update / Roofs / Asphalt / Concrete
- D. Property Management Report
- E. Labor Day Pool Event
- F. Miscellaneous Items or Issues

3. Adjournment

Kevin Laughlin is inviting you to a scheduled Zoom meeting.

Topic: Cantrice Court Meeting

Time: Jun 24, 2025 05:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/82433156367?pwd=OSEHZQpx9dRLMNHmz89A46c0Poa1Nj.1>

Meeting ID: 824 3315 6367

Passcode: 209510

One tap mobile

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- +1 646 931 3860 US

Meeting ID: 824 3315 6367

Passcode: 209510

Find your local number: <https://us06web.zoom.us/j/kdid8UyKL>

Cantrice Court HOA
c/o California HOA Solutions

Minutes for Open Meeting- (All Homeowners are invited)

Date of Meeting: Tuesday, January 28, 2025

Time: 6:00 PM

Location: Via Zoom – The Zoom link is at the bottom of this notice.

1. Preliminary

A. Call to Order at 6:05pm by President Andrew Jurbala

B. Roll Call

Andrew Jurbala President – present

Mark Reynders present

Michael Rothman – board member at large – present

Morgan Timiraos – secretary – present

C. Approve of Agenda

Approved by all board members without amendment.

D. Approval of Minutes

12_20_24 open session meeting minutes approved.

2. Open Session -

A. Trash Bins

a. Consideration of ability to add additional recycling bins where dumpsters allow.

b. Board reminded need for owners to break down and flatten boxes in recycle and trash bins. Kevin to send reminder to all.

c. Cameras: Past issues/concerns discussed.

B. Roof Update

a. Reported leaks being addressed as priority.

b. Annual roof inspection.

C. Landscape Update

- a. Quotes being obtained for tree trimming
- D. Financials
 - a. Summary of operating and reserve accounts with note of pending transfer for settlement payment with repayment to reserves with special assessment.
- E. Gutter Cleaning
 - a. Bids being obtained for gutter cleaning following tree trimming.
- F. Emergency List
 - a. Andy provided suggestions of items to pack for emergency due to recent fires,
- G. Open Forum
 - a. Xavier - Asked has Master Property Insurance been renewed - YES; Mentioned not getting monthly financial reports.
 - b. Karen - hill between 585C and 540C many small fir trees should be removed.
 - c. Alice - three-page summary financial reports have stopped. Kevin will look into this
 - d. Cameras - Concern voiced who would monitor.
 - e. Trash / Recycle bins - Discussion. Need More. New more pickup. Costs.

3. Adjournment 6:50pm

Morgan E. Timiraos

Morgan Timiraos, Secretary

Cantrice Court HOA
c/o California HOA Solutions

Agenda for Open Meeting- (All Homeowners are invited)

Date of Meeting: Tuesday, February 25, 2025

Time: 7:00 PM

Location: Via Zoom – The Zoom link is at the bottom of this notice.

1. Preliminary

A. Call to Order by president Andrew Jurbala at 7:05PM

B. Roll Call

Andrew Jurbala President – present

Mark Reynders present

Michael Rothman – board member at large – present

Morgan Timiraos – secretary – present

C. Approve of Agenda

Approved by all board members without amendment.

D. Approval of Minutes

To occur electronically and documented at next meeting

2. Open Session

A. Elections - proposed date

a. Legal counsel to be engaged to review processes prior to moving forward with the election.

b. Call for volunteer to fill vacant seat until election

B. Roof Inspection

a. GLR completed full roof inspection and provided report including priorities to address now, future and distant future.

i. Compliance with insurance company expectations.

b. Active leaks to be addressed and prioritized

c. Please reach out to Kevin with any new roof issues

1. kevin@cahoasolutions.com

C. Gutter cleaning

a. Gutter cleaning company has been identified and approved for work to be scheduled following tree trimming

D. Tree trimming

- a. Three quotes obtained or selected _Natural Wonders

E. Financial Update

- a. Operating \$77198.29
- b. Reserve \$523918.23
- c. Kevin to follow up on summary monthly financial statement posting to portal.

F. Open Forum

- a. Trevor Fong
 - i. HVAC units – owners responsibility. Placed in location to access water and electricity of unit on exterior of building.
 - 1. Andy noted Units installed by builder and is part of owner property.
 - ii. Legal counsel – Davis sterling to be contacted for election
 - 1. Identifying new legal counsel for association
 - iii. Lewis – requirements for bathroom remodel
 - 1. City permits? Andy noted that this may be required if structural wall/supports involved.
 - a. Lewis indicated that city permits have been obtained and they will come three times: open, rough and close.
 - 2. All vendors to be licensed and insured
 - iv. Xavier Najera – Financial reports on portal?
 - 1. Kevin to follow up on having updated financial summaries on portal and insurance certificates
 - 2. Question from Kevin if prior years can be removed, Answer was to keep prior records of at least 5 years,
 - v. Mont McMillian
 - 1. Confirmation of insurance coverage – updated certificates to be uploaded to portal
 - vi. David – Gopher issues.
 - 1. Mark said he'd get Kevin photos everywhere in common grounds of gopher damage.
 - vii. Door for utility meter requiring repair/paint

G. Committees

- a. Pros/cons - potential way to engage homeowners, Concern for committee members and vendor communication and need for confidentiality.

3. Adjournment at 7:35pm

Morgan E. Timiraos
Morgan Timiraos, Secretary

Cantrice Court HOA
c/o California HOA Solutions

Agenda for Open Meeting- (All Homeowners are invited)

Date of Meeting: Tuesday, March 25, 2025

Time: 7:00 PM

Location: Via Zoom – The Zoom link is at the bottom of this notice.

1. Preliminary

A. Call to Order by president Andrew Jurbala at 6:30PM

B. Roll Call

Andrew Jurbala President – present

Mark Reynders present

Michael Rothman – board member at large – present

Morgan Timiraos – secretary – present

Trevor Fong (appointed to fill vacancy during executive session) – present

C. Approval of Agenda

Approved without amendment

D. Approval of Minutes from previous meeting

1_28_25 and 2_25_25 meeting minutes approved

2. Open Session

A. Financial Update

a. Operating: \$76,319.99

b. Reserve \$523,961

B. Board Seat Vacancy

a. Board seat appointment: Trevor Fong

C. Board and Property Management - Roles & Responsibilities

a. Use portal for maintenance requests.

D. Election Update

a. Plan to restart election late April

i. Andy encouraged members to volunteer to serve

- ii. Morgan/Mark: Reviewed bylaws and CC&Rs with legal counsel to ensure in compliance

E. Volunteers for committees / Committees

- a. Kevin sent email requesting committee volunteers including roof committee.
- b. Please reach out to Kevin if interested in getting involved

F. Tree trimming (if not completed)

- a. Work completed
- b. Andy to follow up with Sycamore Canyon re additional tree trimming needs.

G. Roofs

- a. Community wide roof inspection completed with report provided.
- b. Plan to address roof issues in priority order including active leaks as able after rain.

H. Gutter Cleaning

- a. Plan for gutter cleaning early June.
- b. Estimate to be obtained for screen placement

I. Pest Control / Landscaping

- a. Mark has a meeting with pest control company scheduled for March 26th for walk through for identified gopher and pest issues.
- b. After treating pest issues landscaping repairs may be required and will be addressed.

J. Open Forum

- a. Monica – new legal counsel
 - i. Morgan: Prior legal counsel declined to continue to serve at the start of this year. New legal counsel engaged through Davis Stirling/Adam Stirling with initial meeting last week.

- ii. Roof inspections: can this be shared with the community?
 - 1. All Board Members agree for this to be shared with the community.
- iii. Have those with severe issues been notified.
 - 1. Per Kevin – No catastrophic issues on report but active leaks reported are being addressed as rain permits
- iv. Greg Wood:
 - 1. Election in late April?
 - a. Yes, the election process is planned to resume in late April.
 - b. All five seats open?
 - i. Yes
- v. Alice: Hoped that Barbara Lule would have been appointed but Congratulations to Trevor.
 - 1. Request for financial documents to be emailed or placed on portal. Appreciated reports provided early last year.
 - 2. Committees: This may cause confusion with too many hands in the pot and this should be given consideration.
 - 3. Request for meetings to be cordial, uplifting, encouraging and informative, discouraging bullying behavior in meetings or emails.
 - Mark – goal to stop finger pointing.
 - Morgan – Financial reports to be updated on portal by Cal HOA
 - Andy – committees to provide advise but final decisions and contract to be made by board.

Morgan – Kevin to be contact for vendors not
direct communication or decisions from committee
members with vendors.

K. Adjournment

Adjourned by Andy at 7:45pm

Morgan E. Timiraos

Morgan Timiraos, Secretary

Cantrice Court HOA c/o California HOA Solutions

Minutes for Open Session Meeting

Date of Meeting: Tuesday, April 22, 2025

Time: 6:32 PM

Location: Via Zoom - The Zoom link is at the bottom of this notice.

Call to Order at 6:35 pm

Roll Call Board Members

Mark Reynders (President) – present

Andrew Jurbala (VP) – present

Michael Rothman (member at large) – present

Morgan Tlimiraos – present

Trever Fong – (Secretary/Treasurer) present

Other attendees:

Kevin Laughlin - property management

Sam Shewa - property management

Approval of Agenda: Approved by all board members present, without amendment

Approval of Minutes from April 15, 2025 meeting: Approved

Meeting Purpose

Zoom meeting to discuss board electing new officers, upcoming election, and various community maintenance issues.

Key Takeaways

- Board elected the following new officers: Mark as President, Andy as VP, Trever as Secretary and Treasurer
- Election for 3 board seats (Andy's, Mike's, Morgan's) planned for end of July/early August
- Gutter cleaning scheduled for early June; considering adding gutter screens
- Monthly gopher control service added to pest control contract
- Sidewalk trip hazard assessment planned with concrete specialist

Topics

Board Election of new Officers

- Mark Reynders elected as new President
- Andy stepping down as President after 4-5 years, elected as new Vice President
- Trever elected as Secretary and Treasurer

Cantrice Court HOA

c/o California HOA Solutions

Upcoming Board Election

- 3 seats up for election: Andy's, Mike's, and Morgan's
- Mark and Trevor to remain for another year
- Nomination forms to be sent out in next few days

Financial Update

Operating fund: \$17,089.78

Reserve funds: \$523,961

Gutter Cleaning

- Vendor selected, work targeted for early June
- Considering adding gutter screens; awaiting quote this week
- Vendor (Remy) to provide 1-day notice before cleaning each building
- ~45 minutes per building; weekend work possible

Trash Bin Door Safety

- Addressing need for interior release mechanism
- Considering accessibility for children and those with disabilities
- Awaiting second vendor quote
- May implement solution on select gates based on need

Gopher Control

- Monthly service added to pest control contract with Harbor Pest
- Proactive monitoring and treatment of gopher activity
- Residents encouraged to report new gopher mounds

Sidewalk Trip Hazard Assessment

- Concrete specialist to walk property with Mark
- Assessing uneven seams between concrete panels
- Previous mitigation included grinding down raised edges
- Residents asked to report potential hazards to Kevin

Road Repaving

- Waiting for Cyber City Optics to complete fiber optic installation (expected Q2 2025)
- Road refinishing to follow, covering patches from cable installation

Cantrice Court HOA c/o California HOA Solutions

Next Steps

- Send out board candidate nomination forms
- Finalize date for board member meet-and-greet at the pool in May
- Proceed with gutter cleaning in early June
- Decide on gutter screen installation based on upcoming quote
- Schedule concrete specialist walkthrough for sidewalk assessment
- Determine how to share roof inspection reports with community
- Consider sharing selected vendor information (including business licenses) for community projects

Adjournment at 7:04 pm

Trever Fong

Trever Fong Secretary/Treasurer

Cantrice Court HOA c/o California HOA Solutions

Minutes for Open Session Meeting

Date of Meeting: Tuesday, May 27th, 2025

Time: 6:00 PM

Location: Via Zoom - The Zoom link is at the bottom of this notice.

Call to Order at 6:05 pm

Roll Call Board Members

Mark Reynders (President) – present

Andrew Jurbala (VP) – present

Michael Rothman (member at large) – present

Trever Fong – (Secretary/Treasurer) present

Other attendees:

Kevin Laughlin - property management

Approval of Agenda: Approved by all board members present, without amendment

Approval of Minutes from April 15, 2025 meeting: Approved Meeting Purpose Zoom meeting to discuss board electing new officers, upcoming election, and various community maintenance issues.

Key Takeaways

- Board vacancy due to Morgan's unit sale; nominations for new board members due by June 1st
- Major upcoming projects: roof repairs/maintenance, sidewalk leveling, and potential asphalt replacement
- Pool maintenance and rules reminder planned; additional umbrellas to be purchased
- Landscaping issues being addressed, including sprinkler repairs and sapling concerns

Topics

Board Vacancy and Election

- Board member sold their unit, creating a board vacancy
- Nomination deadline for new board members: Sunday, June 1st
- If fewer than 4 candidates, board will likely vote by acclamation 30 days after nomination period
- Encouraged new participation, especially younger members

Financial Update

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- Operating fund: \$28,360.08
- Reserve accounts: \$523,961

Roof and Gutter Maintenance

- Gutter cleaning postponed until after roof work
- Planning roof repairs for leaks and maintenance on all units this summer
- Maintenance includes fixing loose tiles, sealing cracks, and general roof sealing
- Board to review bids in the next month

Security Cameras

- Focus on installing cameras at auto and pedestrian gates
- Potential second phase for trash/recycle dumpster areas
- Gathering quotes for board review

Trash and Recycle Doors

- Getting estimates for interior release mechanism
- One estimate received, awaiting two more

Sidewalks and Asphalt

- Board President walked property with vendor to identify tripping hazards
- Quotes being obtained for concrete and asphalt smoothing
- Asphalt replacement considered but lower priority
- Fiber optic internet installation may impact timing of asphalt work

Landscaping

Ongoing issues being addressed, including:

- Dead grass near pool area
- New controller for sprinklers near pool and lower-level units
- Gopher problems
- Residents encouraged to report landscaping concerns

Pool Maintenance and Rules

- Reminder to close umbrellas to prevent wind damage
- 11 PM curfew enforced; police may be called for late-night disturbances
- Cleaning scheduled and furniture repairs/replacements planned
- Currently 3 umbrellas, board considering adding 2 more
- Pool heated to 82°F, spa to 102°F

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c/o California HOA Solutions**

Next Steps

- Send out newsletter/email about pool rules and umbrella care
- Investigate sapling growth behind units 585A and 546C
- Purchase 2 additional pool umbrellas from Costco
- Continue gathering bids for roof work and other major projects
- Address reported landscaping issues, including sprinkler repairs

Adjournment at 6:29 pm

Trever Fong

Trever Fong Secretary/Treasurer

Cantrice Court HOA c/o California HOA Solutions

Minutes for Open Meeting

Date of Meeting: Tuesday, June 24th, 2025

Time: 5:30 PM

Location: Via Zoom - The Zoom link is at the bottom of this notice.

Call to Order at 5:33 pm

Roll Call Board Members

Mark Reynders (President) – present

Andrew Jurbala (VP) – present

Michael Rothman (member at large) – not present

Trever Fong – (Secretary/Treasurer) present

Other attendees:

Kevin Laughlin - property management

Approval of Agenda: Approved by all board members present, without amendment

Approval of Minutes from May 27th, 2025 meeting: Approved Meeting Purpose
Zoom meeting to discuss board electing new officers, upcoming election, and various
community maintenance issues.

Meeting Purpose

- Conduct June 24th Country's Court COA meeting, discuss ongoing projects, and elect new board members.

Key Takeaways

- Financial update: Operating fund \$37,776.87, reserve accounts \$523,961
- Major projects in progress: gutter cleaning, roof repairs/maintenance, concrete/asphalt work
- Stephen Taub and William Mills elected to board by acclamation
- Labor Day pool event planned for community gathering (4-7 PM, Sept 1)

Topics

Financial Update

- Operating fund: \$37,776.87
- Reserve accounts: \$523,961

Cantrice Court HOA c/o California HOA Solutions

Gutter Cleaning

- Project to proceed as discussed in executive session
- Updated estimate pending due to potential material cost changes
- Work to start June 30th, lasting several days
- Notices to be sent to affected areas/buildings in advance

Roof Maintenance

- Two firm, complete quotes received for fixing leaks and maintaining all roofs
- Board filtering through options, deciding on scope and funding
- Aim to complete leak repairs, replacements, and maintenance before rainy season (summer/early fall)
- Gutters to be cleaned first, as recommended by roofers

Trip Hazards, Sidewalks, and Driveways

- Concrete company estimate received for one specific trip hazard
- Mark walked property to identify other hazards
- Residents encouraged to email Kevin with photos/locations of known hazards
- Second quote being sought for trip hazards and general concrete repairs

Codes, Concrete, and Asphalt

- Multiple estimates being collected for various scopes of work
- Professional guidance sought on immediate needs vs. future repairs
- Some work planned for this summer

Labor Day Pool Event (September 1st)

- Tentative time: 4-7 PM
- Taco truck and ice cream service being considered
- Aim to gather community, welcome new neighbors
- First attempt to reinstate regular community events

Election of Board Directors

- Stephen Taub and William Mills elected by acclamation

Cantrice Court HOA c/o California HOA Solutions

- Effective end of meeting
- Andy and Mike thanked for their years of service

Next Steps

- Proceed with gutter cleaning project starting June 30th
- Continue gathering and evaluating estimates for roof, concrete, and asphalt work
- Plan details for Labor Day pool event
- Investigate drain hazards in common areas as raised by residents
- Address pine saplings on hillside with landscaper
- Fix approximately 20 driveway lights and several building lights that are out

Adjournment at 6:04 pm

Trever Fong

Trever Fong Secretary/Treasurer

Cantrice Court Condominium Owners' Association

Board of Directors Meeting Agenda
September 9, 2025 | 7:00 PM | Zoom Web Meeting
Zoom Web Link:
Zoom Dial In:

Anyone on a zoom call must have a verifiable name within the Association. Example: John Smith and we can locate John at 123 John Smith Road. Anyone without an identifiable name will have to verify who they are. If they are not verifiable, you can and will be removed from the Zoom meeting. This policy is due to issues from prior meetings with non-owners in attendance.

Agenda

- 1. Call to Order**
- 2. Appointment of Open Seat**
- 3. Introductions**
 - a. Board of Directors
 - b. Community One Property Management
- 4. Minutes**
 - a. Review & Approve Prior Meeting Minutes
- 5. Financial**
 - a. Review Most Recent Financials
 - b. Collection & Lien Approval
 - c. 2026 Budget Discussion
 - d. 2026 Reserve Study (Ratify)
- 6. Action Items from Prior Meeting(s)**
 - a.
 - b.
 - c.
- 7. Action Items (new)**
 - a. Transition Status from California HOA Solutions to Community One/HOA Acct
 - b. Wildfire Risk Report Review & Next Steps
 - c. Feed Back from HOA Event
 - d.
- 8. Owners Forum**
- 9. Set Next Meeting Date**
- 10. Adjourn to Executive Session, If needed. Executive Session topics listed below.**

Executive Session Agenda

1. Legal
2. Collections
3. Hearing(s)
4. Personnel Issues
5. Contracts

Cantrice Court Condominium Owners' Association

Board of Directors Meeting Agenda

Tuesday, October 14, 2025 | Zoom Web Meeting

Executive Session: 6:00 PM | Open Session 6:30 PM

Zoom Weblink: <https://us02web.zoom.us/j/81600562121>

Zoom Dial In: (669) 900-6833 Meeting ID: 816 0056 2121

Executive Session (Board Only)

6:00 PM

1. Financial Update
2. Management Transition
3. Adjourn to Open Session

Open Session

6:30 PM

1. Call to Order
2. Approval of Meeting Minutes
3. Management Transition
4. Financial Update
5. Board Operation/Policy
 - a. Board Preauthorization for Management
 - b. Board to Authorize Contract Signing
6. Reserve Study - Review & Approve
7. 2026 Budget – Review & Approve
8. Agreement – Taxes
9. Asphalt Repair – Review & Approve
10. Asphalt Seal Coat – Review & Approve
11. Insurance – Earthquake Approval
12. Roof Maintenance – Notification
13. Architectural Committee Formation – Volunteers?
14. Fire Mitigation – Discuss Screen/Vent Quotes – Approve?
15. Rules & Regulations – Discuss & Approve
16. Landlord Fees & Obligations – Discuss
17. Owners Forum
18. Adjourn

Cantrice Court Condominium Owners' Association

Board of Directors Meeting Agenda

Tuesday, November 25, 2025 | Zoom

Zoom Weblink: <https://us02web.zoom.us/j/86982689201>

Zoom Dial In: (669) 900-6833. Meeting ID: 869 8268 9201

Executive Session (Board Only)

6:00 PM

1. Personnel
2. Contract (Management Transition)

Open Session

6:15 PM

- 1. Call to Order**
- 2. Board Vacancy**
 - a. Appointment of David Jones
- 3. Minutes**
 - a. Review & Approve Prior Meeting Minutes
- 4. Financial**
 - a. Review Bank Statements
 - b. Update on Financial Production
 - c. Owner Account Balances
- 5. Completed Projects**
 - a. Roof Work
 - b. Asphalt Seal Coat
- 6. Action Items/Project Updates**
 - a. Roof Leaks from Last Storm
- 7. Next Meeting Date**
 - a. December?
- 8. Adjourn**

Cantrice Court Condominium Association

Executive Session Board Meeting (Board Only)

November 11, 2025 | 6:00 PM

Executive Session Agenda (Board Only)

6:00 PM

1. Call to Order
2. Legal
3. Contract
4. Adjourn

Cantrice Court Condominium Owners' Association

Board of Directors Meeting Agenda

Tuesday, September 16, 2025 | Zoom | 7:00 PM

Zoom Weblink: <https://us02web.zoom.us/j/85880974885>

Zoom Dial In: (669) 900-6833 Meeting ID: 858 8987 4886

Executive Session (Board Only)

7:00 PM

1. Roofs Maintenance Remaining
2. Reserve Study
3. Pool Chairs
4. Sidewalk/Concrete
5. Landscaping –
6. Financial Update
7. Safety Issue

Open Session

7:45 PM

1. Board Vacancy – Appointment of Mike Rothman
2. Financial Update
3. Management Transition – Status
4. Roof Work – 318-A Change Order
5. Roof Replacement – Report
6. Roof Maintenance Remaining
7. Streets/Roads
8. Formation of Committee for 2026 Budget / Reserve Study / Major Funding Projects
9. Fire Mitigation
10. Rules & Regulations – Revisions (Draft sent to BOD)
11. Open Forum
12. Adjourn

Cantrice Court Condominium Association

Executive Session Board Meeting (Board Only)

Wednesday, October 22, 2025 | 5:00 PM | Zoom

This session is for the Board of Directors only to discuss issues with the Associations Legal Counsel.

Executive Session Agenda (Board Only)

5:00 PM

1. Call to Order
2. Legal
3. Adjourn to Open Session

Cantrice Court Condominium Owners' Association

Board of Directors Meeting Agenda

Tuesday, December 16, 2025 | Zoom

Zoom Weblink: <https://us02web.zoom.us/j/85880974885>

Zoom Dial In: (669) 900-6833 Meeting ID: 858 8987 4886

1. Call to Order 6:00 PM
2. Appointment of Director – Don Golde
3. Financial
 - a. Update on Bank Account Balances
 - b. Update on Financial Production – Files from CHOAS
 - c. Owners Balances
 - d. Portal Update
 - e. Reserve Account Balances- 2025 Accounting
 - f. Major Project Cash Flow (Mark)
4. Completed Projects
 - a. Roof Work: 549-A/B- Tile Roof Replacement
5. Open Projects
 - a. Roof Leaks from November Rains
6. Updates/Action Items
 - a. State Farm Insurance for 2026
 - b. Pay in Full? Finance?
 - c. Property Lighting – Electrician Status & Lights Out
7. Owners Forum
8. Next Meeting
9. Adjourn to Executive Session

Cantrice Court Condominium Owners Association

Board of Directors Meeting Agenda |September 30, 2025

Executive Session: 6:00 PM | Open Session 6:30 PM | Zoom Meeting

Zoom Weblink: <https://us02web.zoom.us/j/83521893277>

Zoom Dial In: (669) 900-6833 Meeting ID: 8352 189 3277

Executive Session - Agenda - PROPOSED

1. Financial Update
2. Contract - Landscaping
3. Contract - Streets
4. Management Transition
5. Board Operation
6. Officers
7. Safety Issue

Open Session - Agenda - PROPOSED

1. Review & Approve Prior Meeting Minutes
2. Financial Update
3. Officers
3. Management Transition & 7/24/2025 Emergency Meeting
4. Contract - Roofing
5. Contract - Landscaping
6. Contract - Streets
7. Contract – Janitorial
8. Committee - Reserve Study / Budget / Funding Major Projects
9. Fire Mitigation
10. Owners Open Forum

Cantrice Court HOA
c/o California HOA Solutions

Agenda for Executive Session Meeting - for Board Members Only

Date of Meeting: Tuesday, July 8, 2025

Time: 5:30 PM

1. Preliminary

- A. Call to Order
- B. Roll Call
- C. Approval of Agenda
- D. Approval of Minutes from previous meeting

2. Executive Session

- A. Board Vacancy
- B. Financial Update
- C. Major Financial Projects
- D. How Board Operates
- E. Lights - Inspection Report
- F. Labor Day Weekend Event - Sept 6 (Sat)
- G. Miscellaneous Items or Issues

3. Adjournment

There will be NO Open Session Meeting - for owners.