

**TANGLEWOOD WEST HOMEOWNERS ASSOCIATION**  
**April 19 Meeting Minutes**

Meeting Date: April 19, 2022  
Time: 7:00PM

1. Called the meeting to Order at 7:15PM
  
2. Roll Call: The following Board members were present:  
Daniela Newlin – President  
Lisa Wilson – Treasurer  
Jeff Baumgardner – Architecture  
Adriene Xerri – Secretary/Recreation  
Andre Golebiowski – Landscaping

Board Members not present:

Vice President – Glenn Caulder  
Mike Adams - Secretary

Homeowners who were present:

No homeowners were present

3. The Board approved the prior month's minutes.

**April 19, 2022 Meeting Minutes**  
**Page 2**

4. Summary of Reports given:

**President:** Review of emails

Going to hire a handyman to repair wood at 4108 Elizabeth Court

Need a PDF version of the form for smoke detector approval for 4110 Elizabeth Court

10144 Bloomfield claim denied as it was below the \$10,000 deductible

Architectural request for 4052 Larwin rail removal has been approved. The skylight project will be approved contingent that it is replacing an existing skylight of the same size. Any roof work will need to be done by Ace roofing.

4081 Larwin – insurance claim check was mailed to owner

Going to hire a handyman to repair wood at 4108 Elizabeth Court

Need a PDF version of the form for smoke detector approval for 4110 Elizabeth Court

Motion to approve invoice from handyman/electrician in the amount of \$5055 for work completed.

**Vice President:** n/a not present

**Treasurer:** All financials were reviewed. We have 3 homeowners not paying dues. Letters have been sent to those homeowners a couple of months ago. No response was received. We will turn these accounts over to collections at this time.

Motion made to continue with \$60 cleaning fee for Clubhouse rentals in order to keep the clubhouse clean. Board passed the motion.

**April 19, 2022 Meeting Minutes**  
**Page 3**

**Treasurer Report Continued:**

Received insurance request for renewal. Motion to accept insurance renewal. Board approved the motion.

Motion to order new reserve checks. Board approved.

**Architecture:** Have requested a quote to redo the mansards on building #22 on Elizabeth Court.

There are a couple of homes with shutters with damage. We will need a handyman to make the repairs.

**Recreation:** Kids leaving boogie boards in the pool overnight. Also may be using the chairs to hop the fence as a chair and table were moved right next to the fence. We will look at the pool cameras and address.

Pool solar was repaired last Friday. Emailed asking for the invoice  
Heater has been turned on for the pool

**Landscaping:** \$6039 worth of plants were just put in. 90% done with the planting.

Removed 7 liquid ambers due to limb falling danger. Stumps have been removed. Working with plant architect to come up with the most appropriate replacement trees. It will be a mix of various trees. 20 trees total. 8 are evergreen/12 are deciduous (fall color). Trees chosen were vetted by 2 different arborists as well as the landscape architect that these are trees that will work well in our region. Ballpark estimate for these trees is \$7,500. Additional \$500 for plants in the center median to beautify the neighborhood.

The new plants recently put in the median on Larwin, were given to us complimentary by Mission Landscaping.

**Landscaping continued:**

We still have trees that are dying and need to go. The olive trees near the pool are 50-75% dead due to fungal disease. These will have to be removed and we will plant trees in their place.

**5. New Business:**

Motion put forward to adopt new voting rules from the 2020 Davis Sterling Act rules. Board approved the motion.

Management Company Proposals review. Board feels very strongly that it is in the best interest of our community to move forward with the management company and no longer be self-managed.

Review of Management Company Proposals:

**PCM and Associa Company**

Met with them and reached out to their references for feedback. Overall they have mixed reviews online. Monthly cost \$1900 all-inclusive and \$700 onboarding fee. There are minor miscellaneous costs printing and mailing.

**Management Trust**

Monthly \$2375 all inclusive. They have several locations on the West Coast. Their local office is in nearby in Cerritos with their home office in Tustin. The Senior management team has a wealth of experience. They offer a very robust website for homeowners to use to access information. The references we spoke to gave excellent reviews of them. After meeting with their executives, the board feels they are the best option and fit for our HOA.

**Nexus Smart**

Monthly \$3072 all inclusive. \$1536 onboarding fee. Impressive company with a big push on technology. Not as much experience as the other companies we met with as not in business as long. Seem to be a better fit for a young community that is very tech savvy.

## Page 5

Any management company chosen does handle all accounting for the HOA reducing our accounting fees by \$1425/month thus offsetting the total monthly cost for the management company.

The management company chosen will take over the responsibilities for day to day management, financial management and communication with homeowners.

Start date for The Management Trust to take over management of the HOA is approximately 45 days from day of notification.

Motion was made to approve The Management Trust Companies proposal for a monthly fee of \$2375 to take over management of Tanglewood West HOA. Andre seconded the motion and we have an email vote from our VP, Glenn Caulder voting for The Management Trust Companies.

6. There was unanimous consent to the Consent Calendar which included:

- a. Approval of the prior month's minutes.
- b. Next meeting date is: May 17, 2022

11. Adjournment: 8:42PM