

**WINDING WAY COMMUNITY ASSOCIATION**  
**Board of Directors Meeting**  
**January 18, 2017**

Location: Brea Civic Center, Cedar Room

Present: Justin Stirling, President  
Paul Vernola, Vice President  
Daryl Imler, Board Member  
Heather Stirling, Board Member (Proxy)  
Phil Isenhouer, Board Member  
Terry Ott, Secretary/Treasurer (Proxy)  
Darlene Jensen, Board Member  
Rob Ulrich, Board Member  
Dina Gillanders, Property Mgr. & Recording Secy.

Absent: Bill Tolmasoff, Board Member

Guests: Jenna Brummett  
Joe and Peggy Forquer

The meeting was called to order at 7:00 p.m.

Secretary's Report:

The minutes of the November 16, 2016, meeting, after changes stipulated by Darlene Jensen, were approved by the Board upon motion made by Daryl Imler and seconded by Paul Vernola.

Plan Approvals:

2375 Stony Lane – Homeowners attended meeting to present their plan for hardscape changes to their front yard to include the following: Build two pillars of used brick approx. 24" in height on the west side of the existing brick pillar support at the front door. Attach two 8' sections of white picket fence between pillars. Behind picket fence, running from the block wall on the west side of the property, to support pillar, build a planter height used brick wall (4 rows of brick in height with cap). Install border of used brick, four bricks in depth, extending south from planter wall under picket fence. Pour concrete from existing brick planter to new brick planter to create "courtyard" area in front of front window (concrete will be stamped with herringbone design in the Davis color of Sunset Rose-160). Replace existing concrete driveway with concrete stamped with herringbone design in the Davis color of Sunset Rose-160. This same pattern and color of concrete will be used as a border around the yard where the lawn is. Lawn is being replaced with artificial turf. This plan was approved by the Board upon motion by Daryl Imler and seconded by Rob Ulrich.

Plan Approval Process – The possibility of requiring homeowner's to attend meetings to get plans approved was discussed. As consensus was reached that the homeowner can request approval by email, if there are questions and clarification is needed then they will be asked to attend a Board meeting.

### Committee Reports:

#### 1. GREENBELTS

The following issues were discussed:

Gentry Landscape removed the tree behind 387 Hilltop.

Sycamore tree to north of 322 Hilltop has been trimmed.

The Board discussed removing the Eucalyptus to the north of 321 Roundtree. It was decided that since Gentry did not recommend removal to keep the tree.

Rob Ulrich and Daryl Imler will be doing a review of the trees with Superior Tree to schedule trimming.

#### 2. CC&R's

Dina has created an account on Flickr. Dina will update photos and send the link to the rest of the Board.

Issues discussed this month –

- 2564 Branch – Car is parked on grass, send letter.
- 225 Roundtree – A bush at the stairs on the side yard is dead.
- 262 Hilltop – Pod in driveway, send letter.
- 356 Winding – Boat in driveway, send letter.

#### 3. STREETLIGHTS

Daryl Imler reported that all walkway and streetlights have been repaired.

#### 4. SPECIAL EVENTS/PUBLIC RELATIONS

Brea Centennial – Darlene would like an email to be sent out to homeowner's with the flyer of the centennial events. She will draft an email and forward it to Dina for distribution.

Gathering on the Greenbelt – Darlene asked about possibly doing a potluck type of event in June to kick-off the summer. Justin said that he preferred the September date. No firm date has been set.

#### Treasurer's Report:

Financial Reports for Full Year 2016 were reviewed.

There are four accounts with significant delinquent amounts.

#### Old Business

Changes to By-Laws – John MacDowell, the Association's attorney, submitted the proposed changes to the By-Laws and a ballot. Justin will mention the needed change to the By-Laws in the end of year letter. The Board would like to send the ballots out as soon as possible. Dina will draft a letter to go with the ballot explaining why the change is necessary and submit it to Justin for review.

City Trees Along Lambert – The city attorney responded to the letter the Association sent to the city on November 10, 2016, detailing what they would like the city to be responsible for maintaining. The letter offered that the city would maintain the trees along Lambert Road, include the triangular area east of Sunrise. Daryl Imler asked that research be done on how much it is costing the Association to irrigate and maintain the landscape in the area along Lambert. Dina will research this and provide the information to the Board.

Mailboxes – The Board continued the discussion of getting the mailboxes in the Association to be uniform. It was agreed that an option for a locking mailbox needs to be provided for homeowners. Dina will purchase a locking mailbox and spray paint it brown to see if spray painting the box is a viable option. Daryl Imler made a motion to restore all mailboxes to brown and to have existing locking mailboxes painted brown. After discussion, the Board decided to table this motion.

The issue of ownership of the mailboxes was also discussed. Dina will review the governing documents to see if this is mentioned. It was noted that the mailboxes are included in the reserve funding and have always been maintained by the Association.

New Business

New Board Member – Jenna Brummett attended the meeting and expressed the desire to join the Board. Board member Bill Tolmasoff has not been an active member of the Board, so the Board chose to vacate his seat. Upon motion by Daryl Imler, the Board voted to remove Bill Tolmasoff from the Board, to open a seat for Jenna Brummett. Upon motion by Daryl Imler, the Board voted to appoint Jenna Brummett to the Board.

Adjournment: The meeting was adjourned at 9:00 p.m.

The next meeting will be held on Wednesday, February 15, 2017, at 7 p.m., in the Cedar Room at the Brea Civic Center.

Attest:

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Justin Stirling, President  
Winding Way Community Assn.

Date: \_\_\_\_\_