<u>Cambridge Estates Homeowners Association Board of Directors Meeting</u>
6 p.m. Wednesday, November 12, 2025 Video/Telephone Conference Call
Meeting URL: https://anymeeting.com/lduelrqpmlqoqp
Optional Dial-In Number: 206-331-4836
PIN: 612-4753#

Directors Present: Craig Bradley, Steve Stevenson, Hillary MacLean, and Rich Sanzari
Directors Absent: Ross Collins (joined at 6:26 p.m.)
Others Present: Brady Corr (B01), Candice Corder & Bizhan Tabatabaian (B06), James & Hillary Bayliss (B21), Jordan Waiwaiole (B04), Paul Bradshaw (B11), James Roberts (A07), and Kim Sperlin – CAMCO

Call to order
The meeting was called to order at 6:02 p.m.

Introductions of attendees
Introductions were made.

Owners' comments on items not on the agenda
Paul commented that a lot of neighboring streets are getting AT&T fiber routed to their properties. AT&T informed some owners that they are not routing to Cambridge properties. He inquired if the HOA could make a request. Craig also informed that all owners can request service through the AT&T website as well.

Jordan inquired about an agenda item about RVs, asking if it was a CC&R change since he had not seen a vote. It was clarified that the Board will be discussing an enforcement policy.

Review and Adopt Meeting Conduct Policy
Craig provided a draft for the Board to review. Craig moved to adopt the Meeting Conduct Policy and Rich seconded. After discussion, the motion was called and carried unanimously.

Approval of Minutes
<u>September 9, 2025 executive session Board of Directors meeting</u>
Kim reported that at the executive session meeting no action was taken, the Board just met with their attorney. Craig moved to approve the minutes as written, Rich seconded, and the motion carried unanimously.

<u>September 9, 2025 Board of Directors meeting</u>
Craig moved to approve the minutes as presented, Steve seconded, and the motion carried unanimously.

Financial Report
<u>Review September 2025 financial statements</u>
Kim presented the September financials for the Board to review.

<u>Discussion and possible approval to transition Association operating account to Axos in connection with management's updated accounting and software systems</u>
Kim informed that CAMCO has signed on with CINC, an HOA specific software. To ensure full system integration and streamline financial processes, all operating accounts will be moved from Plumas Bank to the new bank, Axos. Once the transition is complete, Axos will provide information on their investment options for the Board to consider. Hillary moved to approve moving funds to Axos to move

forward with the CINC software, and Craig seconded. After discussion, the motion was amended to allow Steve and Rich to confirm the final approval after meeting with Eric Wicks of CAMCO regarding the bank. The motion carried unanimously.

Architectural Control Committee

Ratify coverage variance approval for lot A-37

At the previous meeting, the Board discussed the variance request to install a sauna and remove some of the driveway to remain within required maximum coverage. The Board confirmed approval would take place after the close of the comment period happening a few days after the meeting. At the close of the comment period, the Board confirmed no comments raised concern with the variance request. The Board informed the owner that they could install the sauna and not remove the very small section of driveway, but they cannot make coverage change requests again. Additionally, the owners confirmed waiving their rights for a meeting to confirm this decision. Craig moved to ratify the approval as noticed to the owner. Hillary seconded, and the motion carried unanimously.

Old Business

CC&R violation update

> Proposed RV Enforcement Policy
>
> Craig provided a draft RV Parking Enforcement Policy for the Board's consideration. Craig moved to adopt the policy and did not receive a second. The Board and membership discussed the proposed policy, which outlines the current enforcement practices. There was a lot of discussion and disagreement about the proposed language and whether it effectively changes the CC&Rs and interprets current law. After the discussion, Hillary moved to abandon this policy and not spend attorney's fees writing RV policies. The motion failed. It was confirmed that the first motion to adopt failed, so a motion to abandon was not needed.

Bear boxes

The one remaining unclad bear box is still not completed. Kim was able to provide a contact to the owners to get the work completed, but did not receive response. The owners still have until November 30 to complete the work.

Common area ownership

The common area ownership deeds have been completed and copies will be distributed to the Board when they are received.

Governing document restatements/Survey follow-up – Possible amendment for quorum requirements

Craig informed that he is still working on correcting the word versions of the governing documents. This item was tabled since the Association is over budget on legal expenses for 2025.

Firewise

Ross provided an update to the fuels work though the Association's assessment and measure T grant. He noted that the fuels reduction is more than apparent when walking through the meadow. The level of reduced fuels through limbing and mastication is a relief and the work was done in a professional manner. He noted that he personally feels much safer with the work that was done around his home. Steve also attested to the work as he lives on the front lines as well. There may have been a hiccup with an owner that was later worked out with Bill Houdyschell, with Bill confirming the quality of the work was done to his satisfaction and was up to the standard as expected in the contract. All are very happy with the outcome and safety for the Association.

Election Rules

No updates have been received, this item was tabled.

Fine Policy
After multiple requests, the Association's attorney did not provide Kim with the suggested sentence prior to the meeting. She will determine some kind of simple language to include that informs that the Association will update the policy per the new requirements stipulated by AB130, or Civil Code 5850.

Website
Kim reported that she has gone through many steps to try to get the website operational with a new host. Just transferring the domain took multiple phone calls and follow ups with Web.com and Network Solutions. At one point, Network Solutions wanted to charge to retrieve the domain but Kim was able to clearly point out that the domain was active. Eventually, the problem was pushed up the ladder and was resolved. The website is also ready to go with GoDaddy, there are just still some issues with the hosting of the site. She will inform the Board when the site is live.

New Business

Review and approve 2026 budget
Kim previously provided a draft budget with no change in assessments. This week, the Board asked about allocating funds to reserves for defensible space, so Kim updated the proposed budget. The new draft proposes an increase of 14%, mostly just to fund the defensible space fund. Hillary recommended the Board consider this allocation next year to give owners a break after just assessing the Firewise special assessment. Additionally, Ross will confirm with Bill Houdyschell on the useful life of the work that was just completed to assist the Board with future planning and funding. Hillary moved to approve the original draft budget as presented. Rich seconded, and the motion carried unanimously.

Steve inquired if the Board wants to consider quarterly meetings. The Board will discuss at the next meeting and Kim will inform if management's fees would change with a meeting frequency change.

Review Action Items

Kim will adjust the financials so the defensible space fund covers the difference between the special assessment income and the expense total. Kim will schedule a meeting with Eric Wicks (owner of CAMCO) with Steve and Rich to review the bank change to Axos. Ross will speak to Bill Houdyschell about the defensible space useful life.

Confirm date of Board & Annual Meetings (January 13, 2026)

The next meetings were confirmed for Tuesday, January 13, 2026 at 6 and 7 p.m. via video/telephone conference.

Adjournment

There being no further business the meeting was adjourned to executive session at 8:05 p.m.

Executive Session

Member Hearing
After the executive session, the Board adjourned at 8:08 p.m.

Prepared by,

Kimberly Sperlin
Property Manager