

QUAIL HILL COMMUNITY ASSOCIATION
GENERAL SESSION MEETING MINUTES
JANUARY 28, 2010
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BOARD MEMBERS PRESENT: Brian Von Helmolt – President
Paul Phillips – Vice President
Alex Gurski – Treasurer(left at 6:00 pm)
Shervin Bozorgnia - Secretary

BOARD MEMBERS ABSENT: Wali Reshad – Member at Large

MANAGEMENT REPRESENTATIVE: Sheryl Uggen – Keystone Pacific
Property Management, Inc.

ISSUES DISCUSSED IN EXECUTIVE SESSION –January 28, 2010

December 3, 2009 Executive Session Meeting Minutes – Approved without changes.

Hearings – Conducted hearings for non-compliance of the Architectural submittal/installation requirements in the CC&R's, maintenance issues or common area damage.

IDR Process – Reviewed one homeowner file to initiate the “ADR” process.

Delinquencies – The following action was recorded:

1. APN#936-34-010 – RESOLVED, to not approve an Asset Search until the outstanding balance reaches \$2,500.00.
2. APN#932-72-193 – RESOLVED, that when the outstanding balance exceeds \$500 and a lien is recorded to file small claims thirty days after the lien is recorded.
3. APN#932-60-130 – RESOLVED, to file small claims or foreclose against the parcel provided the trustee sale scheduled for 3/4/10 is cancelled.
4. APN#935-35-726 – RESOLVED, to file small claims suit thirty days after the lien is recorded.
5. APN#935-35-728 – RESOLVED, to accept the \$1,000.00 payment as settlement and write off the remaining outstanding balance as bad debt.
6. APN#935-35-732 – RESOLVED, to file small claims suit thirty days after the lien is recorded.
7. APN#936-27-023 – RESOLVED, to forward account to a Collection Agency.
8. APN#481-094-34 – RESOLVED, to write off the pre-petition debt in the amount of \$11,509.35 and to set up a post petition account to restart collection and attempt to foreclose.
9. APN#481-094-25 – RESOLVED, to approve an Asset Search for the approximate cost of \$250.00.
10. APN#481-094-24 – RESOLVED, to reverse the CC&R violation fines and late fees totaling \$750.80 and not the collection costs as they have been paid by the association.
11. APN#932-72-250 – RESOLVED, to write off the outstanding balance as bad debt and forward file to Collection Agency.

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12. **APN#934-24-439 – RESOLVED**, to file small claims suit thirty days after the lien is recorded.
13. **APN#931-68-363 – RESOLVED**, to write off the outstanding balance as bad debt and forward to Collection Agency.
14. **APN#931-68-376 – RESOLVED**, to approve an Asset Search for an approximate cost of \$250.00.
15. **APN#934-24-451 – RESOLVED**, to write off the outstanding balance as bad debt and forward file to Collection Agency.
16. **APN#936-34-100 – RESOLVED**, to write off the outstanding balance as bad debt and forward file to Collection Agency.
17. **APN#481-102-02 – RESOLVED**, to file small claims suit thirty days after the lien is recorded.
18. **APN#481-111-06 – RESOLVED**, to file small claims suit thirty days after the lien is recorded.
19. **APN#481-131-30 – RESOLVED**, to accept the twelve (12) month payment plan and to waive late fees once the account is current. The collection costs will remain as these have been paid for by the association.
20. **APN#936-34-069 – RESOLVED**, to write off the outstanding balance as bad debt and forward the file to Collection Agency.
21. **APN#481-122-08 – RESOLVED**, to deny the request to have the late fees reversed.
22. **APN#936-27-158 – RESOLVED**, to file small claims suit thirty days after the lien is recorded.
23. **APN#936-27-161 – RESOLVED**, to approve an Asset Search for the approximate cost of \$250.00 if the escrow scheduled to close at the end of January falls through.
24. **APN#936-27-169 – RESOLVED**, to file small claims suit thirty days after the lien is recorded.
25. **APN#935-35-536 – RESOLVED**, to approve an Asset Search for the approximate cost of \$250.00.
26. **APN#936-27-202 – RESOLVED**, to file small claims suit thirty days after the lien is recorded and the outstanding balance is at or exceeds \$500.00.
27. **APN#481-123-08 – RESOLVED**, to proceed with foreclosure.
28. **APN#936-27-192 – RESOLVED**, to approve an Asset Search for the approximate cost of \$250.00.
29. **APN#481-114-06 – RESOLVED**, to file small claims suit thirty days after the lien is recorded.
30. **APN#936-34-137 – RESOLVED**, to file small claims suit thirty days after the lien is recorded and the outstanding balance is at or exceeds \$500.00.
31. **APN#935-35-672 – RESOLVED**, to approve an Asset Search for the approximate cost of \$250.00.
32. **APN#481-123-34 – RESOLVED**, to approve an Asset Search for the approximate cost of \$250.00.

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33. **APN#935-35-631 – RESOLVED**, to write off the pre-petition debt in the amount of \$3,226.50 and set up a post petition account to restart collection.
34. **APN#935-35-739 – RESOLVED**, to write off the outstanding balance as bad debt and forward to Collection Agency.

Homeowner Requests – Reviewed and considered requests from homeowners regarding fine reversals and CC&R non-compliance violations.

Legal Counsel Correspondence – Reviewed legal opinion regarding ownership of Duet/Reunion tot lot and adjacent parking.

CALL TO ORDER

The meeting was called to order by Board President, Brian Von Helmolt, at 4:42 p.m. at the corporate office of Keystone Pacific Property Management, Inc., 16845 Von Karman, Suite #200, Irvine, CA 92606.

HOMEOWNER FORUM

- Mr. Benadretti and Mr. and Mrs. Morrison, who reside in Vicara, were in attendance to address the Board on the current declining parkway plant material and exposed tree roots.
- Jeffrey Orrell was in attendance to address the completion of his landscape project.
- Charlene Sorenson was in attendance to address parking and storing of vehicles adjacent the tot lot at Duet/Reunion.

CONSENT CALENDAR

A motion was made, seconded and carried to approve the following items from the consent calendar, without further discussion. (3/0)

- A. **GENERAL SESSION MINUTES – RESOLVED**, to approve the December 3, 2009 General Session minutes as submitted and the Architectural reports from November 10 – January 10, 2010.
- B. **TREASURER’S REPORT – RESOLVED**, to accept the October 31, 2009 and November 30, 2009 financial statement and variance report as submitted.
- C. **CD MATURATION – RESOLVED**, to roll over the CD’s that mature with Merrill Lynch between March 1, 2010 and March 18, 2010 at the highest interest rate for a term to be determined by the broker, provided it is no longer than one year and the association’s portfolio continues to be laddered.
- D. **VALLEY CREST PROPOSALS – PARKWAY PLANT MATERIAL** – Pulled from

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Consent Calendar for discussion.

- E. **VALLEY CREST PROPOSAL – MULCH** – Pulled from Consent Calendar for discussion.
- F. **VALLEY CREST PROPOSAL – KNOLLCREST – RESOLVED**, to approve the proposal from Valley Crest to install 60 one gallon Carrisa plants for a cost of \$537.00.
- G. **VALLEY CREST PROPOSAL – LAGUNA CANYON SLOPE – RESOLVED**, to approve the proposal from Valley Crest to replace fifteen (15) Acacia trees on the Laguna Canyon slope for a cost of \$1,275.00.
- H. **VALLEY CREST PROPOAL – REPLACEMENT OF MYOPORUM - RESOLVED**, to approve the proposal to have the Myoporum on the slope that faces Knollcrest, adjacent the elementary school, replaced with a plant material to be determined during the February 4, 2010 landscape inspection for a cost of \$18,615.00.
- I. **VALLEY CREST PROPOSALS – CUT DOWN DIETES – RESOLVED**, to send a special “Thank You” to Valley Crest for pruning back the Dietes and saving the association the cost of \$14,400.00.
- J. **VALLEY CREST PROPOSALS – REPLENISH “FIBAR” SURFACING IN PLAYGROUNDS – RESOLVED**, to approve the proposals from Valley Crest to in-fill the “Fibar” in the playground areas of The Commons, Cascades Park, Valley View Park and the tot-lot @ Duet/Reunion for a cost of \$9,520.00.
- K. **DELINQUENCY ACTION** – The Board reviewed the delinquency report dated January 15, 2010. There was Board action required.

APN#932-72-193 – RESOLVED, to file a lien against parcel APN#932-72-193 if the outstanding balance reaches and/or exceeds \$500.00.

APN#935-35-726 – RESOLVED, to file a lien against parcel APN#935-35-726 in the amount of \$622.80.

APN#934-24-439 – RESOLVED, to file a lien against parcel APN#934-24-439 if the outstanding balance reaches and/or exceeds \$500.00.

APN#481-102-02 – RESOLVED, to file a lien against parcel APN#481-102-02 in the amount of \$577.93.

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APN#481-111-06 – RESOLVED, to file a lien against parcel APN#481-111-06 in the amount of \$1,683.00.

APN#936-27-158 – RESOLVED, to file a lien against parcel APN#936-27-158 in the amount of \$543.80.

APN#936-27-169 – RESOLVED, to file a lien against parcel APN#936-27-169 if the outstanding balance reaches and/or exceeds \$500.00.

APN#936-27-202 – RESOLVED, to file a lien against parcel APN#936-27-202 if the outstanding balance reaches and/or exceeds \$500.00.

APN#835-35-549 – RESOLVED, to file a lien against parcel APN#835-35-459 if the outstanding balance reaches and/or exceeds \$500.00.

APN#481-114-06 – RESOLVED, to file a lien against parcel APN#481-114-06 in the amount of \$1,378.60.

APN#936-34-137 – RESOLVED, to file a lien against parcel APN#936-34-137 if the outstanding balance reaches and/or exceeds \$500.00.

APN#935-35-624 – RESOLVED, to file a lien against parcel APN#935-35-624 in the amount of \$505.10.

- L. **AQUAPURE PROPOSAL – THE COMMONS DECK & JOINT MASTIC – RESOLVED**, to accept the proposal from Aquapure to replace the deck and joint mastic at The Commons for a cost of \$10,587.00.

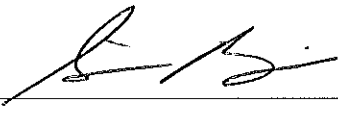
UNFINISHED/NEW BUSINESS

- A. **BASKETBALL COURT RESURFACING** – A motion was made, seconded and carried to accept the proposal from Taylor Tennis Courts in the amount of \$3,850.00.
- B. **NEXT MEETING DATE** – To keep with the bi-monthly meeting schedule, the next Board meeting is scheduled for Thursday, March 25, 2010.

ADJOURNMENT

There being no further business to come before the Board, the meeting is adjourned at 6:50 p.m.

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ACCEPTED:  DATE: 4/15/2010