

QUAIL HILL COMMUNITY ASSOCIATION
GENERAL SESSION MEETING MINUTES
JUNE 4, 2009
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BOARD MEMBERS PRESENT: Brian Von Helmolt – President
Sourabh Tandon – Vice President
Alex Gurski – Treasurer
Wali Reshad – Secretary

BOARD MEMBERS ABSENT: Tom Dao – Member at Large

MANAGEMENT REPRESENTATIVE: Sheryl Uggen – Keystone Pacific

ISSUES DISCUSSED IN EXECUTIVE SESSION –June 4, 2009

Executive Session Meeting Minutes – Approved without changes.

Delinquencies – The following action was recorded:

APN#481-095-12 – **RESOLVED**, to file a small claims suit thirty days after the lien is filed.

APN#481-095-16 – **RESOLVED**, to file small claims thirty days after the lien is filed.

APN#936-34-010 – **RESOLVED**, to file small claims thirty days after the lien is filed.

APN#932-72-154 – **RESOLVED**, write off the outstanding balance of \$735.21 as bad debt.

APN#932-72-191 – **RESOLVED**, to write off the outstanding balance of \$1,734.21 since the homeowner no longer resides in the Association.

APN#936-27-023 – **RESOLVED**, to write off the outstanding balance if the bank levy is unsuccessful.

APN#931-68-376 – **RESOLVED**, to file a small claims suit thirty days after the lien is filed.

APN#481-111-14 – **RESOLVED**, to accept a payment plan from the homeowner.

APN#931-68-400 – **RESOLVED**, to authorize an asset search.

APN#481-111-06 – **RESOLVED**, to authorize an asset search.

APN#936-34-064 – **RESOLVED**, to authorize an asset search.

APN#936-34-067 – **RESOLVED**, to send the file to a collection service and write off the outstanding balance.

APN#936-27-158 – **RESOLVED**, to file a small claims suit thirty days after the lien is filed.

APN#936-27-161 – **RESOLVED**, to file a small claims suit thirty days after the lien is filed.

APN#936-27-162 – **RESOLVED**, to file a small claims suit thirty days after the lien is filed.

APN#936-27-169 – **RESOLVED**, to file a small claims suit thirty days after the lien is filed.

APN#932-72-325 – **RESOLVED**, to send the file to a collection service and write off the outstanding balance.

APN#936-34-076 – **RESOLVED**, to file a small claims suit thirty days after the lien is filed.

APN#936-34-107 – **RESOLVED**, to file a small claims suit thirty days after the lien is filed.

APN#936-27-185 – **RESOLVED**, to file a small claims suit thirty days after the lien is filed.

APN#481-095-25 – **RESOLVED**, to write off the uncollectible balance of \$1,073.60.

APN#935-35-709 – **RESOLVED**, to send the file to a collection service and write off the outstanding balance.

APN#935-35-672 – **RESOLVED**, to file a small claims suit thirty days after the lien is filed.

APN#481-131-07 – **RESOLVED**, to file a small claims suit thirty days after the lien is filed.

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APN#481-124-38 – **RESOLVED**, to file a small claims suit thirty days after the lien is filed.
APN#935-35-670 – **RESOLVED**, to file a small claims suit thirty days after the lien is filed.

Unfinished / New Business

Legal – The Board discussed pending legal matters.

CALL TO ORDER

The meeting was called to order by Board President, Brian Von Helmolt, at 5:10 p.m. at the corporate office of Keystone Pacific Property Management, Inc., 16845 Von Karman, Suite #200, Irvine, CA 92606.

HOMEOWNER FORUM

The homeowner of 15 Momento was in attendance to discuss architectural issues with respect to a Notice of Completion. (See item A under Unfinished/New Business)

CONSENT CALENDAR

A motion was made, seconded and carried to approve the following items from the consent calendar, without further discussion. (4/0)

- A. **GENERAL SESSION MINUTES – RESOLVED**, to approve the April 23, 2009 General Session Meeting Minutes as submitted and the Architectural report for March 10 – May 10, 2009.
- B. **ACTION WITHOUT A MEETING – RESOLVED**, to execute the Action Without a Meeting as submitted and file in the minute book.
- C. **TREASURER’S REPORT – RESOLVED**, to accept the February 28, 2009 and March 31, 2009, financial statements as submitted by management.
- D. **CD MATURATION – RESOLVED**, to roll over the investments that mature on in June and July (prior to the next board meeting) at the highest interest rate for a term to be determined by the broker to continue the ladder portfolio for Quail Hill Community Association, West Village and Midlands as appropriate.
- E. **SAGE WEST RESPONSE TO RED CURB PAINTING – RESOLVED**, to honor the request and not take further action.
- F. **HOMEOWNER REQUEST – 515 LUMINOUS – RESOLVED**, to advise the Homeowner that Vicara is a portion of the Quail Hill Community Association and that the installation of a gate, if permitted by the City of Irvine and Orange County Fire Authority would be considered a capital improvement and would need to be voted on by the entire membership and passed by a quorum of 51% . There are 108 lots within

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Vicara so it is highly unlikely this issue would pass.

- G. **FIDELITY BOND INCREASE – RESOLVED**, to approve the Fidelity bond increase for a premium of \$440.00.
- H. **ADVANCED EXERCISE EQUIPMENT PROPOSAL – PULLED FOR DISCUSSION.**
- I. **ANNUAL MAINTENANCE REPORT – RESOLVED**, to accept the Annual Maintenance Report prepared by LaJolla Pacific Ltd., and mail to the membership.
- J. **DELINQUENCY REPORT** – The Board reviewed the report of May 20, 2009. The following action was taken:
 - APN#481-095-12 – **RESOLVED**, to file a lien against this parcel in the amount of \$980.00.
 - APN#481-095-16 – **RESOLVED**, to file a lien against this parcel in the amount of \$939.78.
 - APN#936-34-010 – **RESOLVED**, to file a lien against this parcel in the amount of \$567.00.
 - APN#931-68-376 – **RESOLVED**, to file a lien against this parcel in the amount of \$398.10.
 - APN#936-34-030 – **RESOLVED**, to file a lien against this parcel in the amount of \$641.45.
 - APN#931-68-400 – **RESOLVED**, to file a lien against this parcel in the amount of \$493.60.
 - APN#936-27-158 – **RESOLVED**, to file a lien against this parcel in the amount of \$319.58.
 - APN#936-27-161 – **RESOLVED**, to file a lien against this parcel in the amount of \$671.40.
 - APN#936-27-162 – **RESOLVED**, to file a lien against this parcel in the amount of \$555.40.
 - APN#936-27-169 – **RESOLVED**, to file a lien against this parcel in the amount of \$682.20.

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APN#936-34-076 – **RESOLVED**, to file a lien against this parcel in the amount of \$682.20.

APN#936-34-107 – **RESOLVED**, to file a lien against this parcel in the amount of \$567.00.

APN#936-27-185 – **RESOLVED**, to file a lien against this parcel in the amount of \$574.72.

APN#936-27-192 – **RESOLVED**, to file a lien against this parcel in the amount of \$626.60.

APN#936-35-672 – **RESOLVED**, to file a lien against this parcel in the amount of \$515.80.

APN#481-131-07 – **RESOLVED**, to file a lien against this parcel in the amount of \$1,211.00.

APN#481-124-38 – **RESOLVED**, to file a lien against this parcel in the amount of \$1,186.20.

APN#935-35-670 – **RESOLVED**, to file a lien against this parcel in the amount of \$309.80.

ITEMS PULLED FROM THE CONSENT CALENDAR FOR DISCUSSION

Advanced Exercise Equipment Proposal – Rubber Flooring – Upon review and consideration of the proposal, the Board concurred that a meeting with the representative be held to ensure the product is the best available for the cost and/or to review a sample of the product.

UNFINISHED/NEW BUSINESS


- A. **Homeowner Request – 15 Momento** – The homeowner requested that the Board allow the palapa barbecue cover as installed. Upon review and consideration, the Board concurred that the homeowner provide proof that the product is fire retardant and maintenance requirements. Members of the Board will schedule an appointment with the homeowner to inspect the product.
- B. **Spring Cleaning of Recreational Facilities** – Upon review and consideration of the proposals submitted, the Board concurred to table this expense and re-visit in the Fall.

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- C. **NEXT BOARD MEETING DATE** – The next Board of Directors meeting will be held on Thursday, July 23, 2009 at 4:00 p.m.

ADJOURNMENT

There being no further business to come before the Board, the meeting is adjourned at 6:00 p.m.

ACCEPTED:  DATE: 7/23/09

06/10/09-11:14
Resp: Amy Hallas
Categories: Arch
Detail:

P340 Quail Hill Community Assn.
05/10/09 to 06/10/09

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Unit No	Address #	Property Address	Last Name	Type	Rec Date	To Committee	Ret From Committee	Ruling	Reason/Cond	Owner Notified
15031-1	39	Momento	Maung	NOC - Notice of Completion	05/13/2009	05/22/2009		Denied	Need to add one 24inch box on lot tree as noted on photo.	06/04/2009
44115-2	70	Dovetail	Lane	Incomplete Submittal	05/18/2009			Denied	Missing \$500 Deposit and \$325 Review Fee	05/19/2009
75002-1	138	Tapestry	Shen	NOC Resub 1	05/19/2009	05/21/2009		Denied	As noted before: submit photos that clearly show all sides of the room addition (balconies, windows, doors, roof, ect.)	06/04/2009
10639-1	23	Momento	Kim	NOC - Notice of Completion	05/28/2009	06/05/2009		In Committee		
44115-2	70	Dovetail	Lane	Incomplete Submittal	06/02/2009			Denied	Still missing \$350 Review Fee and completed application forms.	06/03/2009
12100-1	29	Balcony	Mehr	ARC Site Visit	06/08/2009			Approved		

07/10/09-11:10
 Resp: Amy Hallas
 Categories: Arch
 Detail:

P340 Quail Hill Community Assn.
 06/10/09 to 07/10/09

sheryl

Unit No	Address #	Property Address	Last Name	Type	Rec Date	To Committee	Ret From Committee	Ruling	Reason/Cond	Owner Notified
10643-1	15	Momento	Toorani	NOC - Notice of Completion	06/29/2009			Approved		
55012-1	105	Treehouse	Hoang	NOC - Notice of Completion	07/07/2009			Approved	Approved and closed, per Sheryl Uggen	
15030-1	41	Momento	Kang	NOC - Notice of Completion	06/10/2009	06/17/2009		In Committee		
13046-1	15	Fresco	Chao	NOC - Notice of Completion	06/15/2009	06/17/2009		In Committee		
75002-1	138	Tapestry	Shen	NOC Resub 2	06/16/2009	06/17/2009		In Committee		
87057-1	118	Reunion	Edgley	NOC Resub 1	06/22/2009	06/24/2009		In Committee		
21039-1	206	Scarlet	Doyle	Incomplete Submittal	06/25/2009			Denied	Missing NAF, plans/brochure, and	06/29/2009
15033-1	35	Momento	Kuang	NOC - Notice of Completion	07/02/2009	07/10/2009		In Committee		
17001-1	10	Midnight Sun	Fang	NOC - Notice of Completion	07/06/2009	07/10/2009		In Committee		