

QUAIL HILL COMMUNITY ASSOCIATION  
GENERAL SESSION MEETING MINUTES  
JULY 23, 2009  
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**BOARD MEMBERS PRESENT:** Brian Von Helmolt – President  
Paul Phillips – Vice President  
Shervin Bozorgnia – Secretary

**BOARD MEMBERS ABSENT:** Alex Gurski – Treasurer  
Wali Reshad – Member at Large

**MANAGEMENT REPRESENTATIVE:** Sheryl Uggen – Keystone Pacific

**ISSUES DISCUSSED IN EXECUTIVE SESSION –July 23, 2009**

**June 4, 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.

**Delinquencies** – The following action was recorded:

APN#481-095-13 – **RESOLVED**, to file a small claims suit thirty days after the lien is filed.

APN#936-34-005 – **RESOLVED**, to write off the outstanding balance.

APN#935-35-727 – **RESOLVED**, to approve the homeowner be placed back on the mediated payment plan.

APN#936-27-036 – **RESOLVED**, to send the file to a collection agency and write off the outstanding balance.

APN#481-094-34 – **RESOLVED**, to proceed with foreclosure.

APN#931-68-363 – **RESOLVED**, to proceed with foreclosure thirty days after the lien is filed.

APN#933-27-300 – **RESOLVED**, to take no action at this time.

APN#936-27-094 – **RESOLVED**, to proceed with foreclosure thirty days after the lien is filed.

APN#936-34-090 – **RESOLVED**, to not take any action at this time as the balance is under \$500.

APN#931-68-413 – **RESOLVED**, to file small claims thirty days after the lien is filed.

APN#481-112-19 – **RESOLVED**, to file small claims thirty days after the lien is filed.

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

APN#481-101-09 – **RESOLVED**, to file a small claims thirty days after the lien is filed.

APN#481-121-16 – **RESOLVED**, to send the file to a collection agency and write off the outstanding balance.

APN#932-72-348 – **RESOLVED**, to not take any action at this time as the balance is under \$500.

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

APN#936-34-110 – **RESOLVED**, to send the file to a collection agency and write off the outstanding balance.

APN#936-27-181 – **RESOLVED**, to send the file to a collection agency and write off the outstanding balance.

APN#935-35-695 – **RESOLVED**, to file a small claims suit thirty days after the lien is filed.

APN#936-34-140 – **RESOLVED**, to not file small claims as the balance is under \$500.

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**APN#481-132-03 – RESOLVED**, to accept the homeowner's offer to pay \$1,100 plus the \$253.00 until the short sale closes escrow.

**APN#935-35-641 – RESOLVED**, to file a lien against this parcel in the amount of \$515.80.

**CALL TO ORDER**

The meeting was called to order by Board President, Brian Von Helmolt, at 4:35 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 20 Windchime was in attendance to discuss parking issues on Windchime. (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. (3/0)

- A. **GENERAL SESSION MINUTES – RESOLVED**, to approve the June 4, 2009 General Session Meeting Minutes as submitted and the Architectural report for May 10 – July 10, 2009.
- B. **TREASURER'S REPORT – RESOLVED**, to accept the April 30, 2009 and May 31, 2009, financial statements as submitted by management.
- C. **CD MATURATION – RESOLVED**, to roll over the investments that mature in August and September (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.
- D. **VALLEY CREST PROPOSALS FOR FALL BACHARIS TRIMMING – Pulled from Consent Calendar for discussion.**
- E. **VALLEY CREST PROPOSAL – FICUS TREES AT CASCADES PARK – Pulled from Consent Calendar for discussion.**
- F. **VALLEY CREST PROPOSAL – INFILL CARPET ROSES AT KNOLLCREST PARK – Pulled from Consent Calendar for discussion.**
- G. **VALLEY CREST PROPOSAL – REPLACE FAILED CARPET ROSES WITH MULCH – RESOLVED**, to approve the proposal from Valley Crest to install mulch where the carpet roses have failed, adjacent to the Knollcrest wading pool for a cost of \$70.00.

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- H. **VALLEY CREST PROPOSAL – REPLACE CARPET ROSES WITH DROUGHT TOLERANT PLANT MATERIAL ADJACENT DUET/REUNION TOT LOT – Pulled from Consent Calendar for discussion.**
- I. **VALLEY CREST PROPOSAL – REPLENISH THE D.G. TRAIL FROM TEARDROP TO SPORTS PARK – Pulled from Consent Calendar for discussion.**
- J. **MIDLANDS/HILLSIDE RESERVE STUDY PROPOSAL – RESOLVED**, to accept the proposal from Reserve Data Analysis in the amount of \$465.00 to have an updated reserve study prepared without field inspection.
- K. **WEST VILLAGE RESERVE STUDY PROPOSAL – RESOLVED**, to accept the proposal from Reserve Data Analysis in the amount of \$465.00 to have an updated reserve study prepared without field inspection.
- L. **QUAIL HILL COMMUNITY ASSOCIATION RESERVE STUDY PROPOSAL - RESOLVED**, to accept the proposal from Reserve Data Analysis in the amount of \$2,895.00 to have an updated reserve study prepared without field inspection.
- M. **ANDREWS CONTRACTING PROPOSAL – BARBECUE REPLACEMENT – Pulled from Consent Calendar for discussion.**
- N. **HOMEOWNER REQUEST – 17 MOMENTO – RESOLVED**, to grant the homeowner a thirty day extension in which to submit the Notice of Completion (August 23, 2009).
- O. **HOMEOWNER REQUEST – 155 WEATHERVANE – RESOLVED**, to send the homeowner a thank you for your suggestion letter advising that a request for email addresses was in the June newsletter and that his other suggestions may be addressed in the future.
- P. **ADVANCED EXERCISE EQUIPMENT PROPOSAL – RESOLVED**, to approve the proposal from Advanced Exercise Equipment in the amount of \$526.39 to replace the four sets of missing dumbbells.
- Q. **DELINQUENCY REPORT** – The report of July 13, 2009 was reviewed. The following Board action was taken:

**APN#481-095-13 – RESOLVED**, to file a lien against this parcel in the amount of \$1,355.40.

**APN#932-60-133 – RESOLVED**, to not file a lien against this parcel because the outstanding balance is under \$500.

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**APN#935-35-728 – RESOLVED**, to file a lien against this parcel in the amount of \$725.94.

**APN#931-68-363 – RESOLVED**, to file a lien against this parcel in the amount of \$2,782.20.

**APN#936-27-094 – RESOLVED**, to file a lien against this parcel in the amount of \$543.80.

**APN#936-34-090 – RESOLVED**, to file a lien against this parcel when the outstanding balance reaches \$500.00.

**APN#481-101-01 – RESOLVED**, to file a lien against this parcel in the amount of \$2,233.00.

**APN#931-68-413 – RESOLVED**, to file a lien against this parcel in the amount of \$555.10.

**APN#481-112-19 – RESOLVED**, to file a lien against this parcel in the amount of \$1,360.20.

**APN#481-101-09 – RESOLVED**, to file a lien against this parcel in the amount of \$1,355.40.

**APN#932-72-348 – RESOLVED**, to file a lien against this parcel when the outstanding balance reaches \$500.00.

**APN#936-34-107 – RESOLVED**, to file a lien against this parcel in the amount of \$810.60.

**APN#935-35-695 – RESOLVED**, to file a lien against this parcel in the amount of \$505.10.

**APN#936-34-140 – RESOLVED**, to file a lien against this parcel when the outstanding balance reaches \$500.00.

**APN#935-35-641 – RESOLVED**, to file a lien against this parcel in the amount of \$505.10.

**ITEMS PULLED FROM THE CONSENT CALENDAR FOR DISCUSSION**

D. VALLEY CREST PROPOSALS FOR FALL BACHARIS TRIMMING – A motion

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was made, seconded and carried to advise Valley Crest that the association is on a restricted budget and see if they can lower the proposal quoted of \$21,312.00. (3/0)

- E. **VALLEY CREST PROPOSAL – FICUS TREES AT CASCADES PARK** – A motion was made, seconded and carried to obtain costs for 24” box trees versus the quoted 36” box. (3/0)
- F. **VALLEY CREST PROPOSAL – INFILL CARPET ROSES AT KNOLLCREST PARK** - A motion was made, seconded and carried to not approve the proposal for this work in the amount of \$891.00. (3/0)
- H. **VALLEY CREST PROPOSAL – REPLACE CARPET ROSES WITH DROUGHT TOLERANT PLANT MATERIAL ADJACENT DUET/REUNION TOT LOT** – A motion was made, seconded and carried to not renovate this area at a cost of \$2,520.00 at this time. (3/0)
- I. **VALLEY CREST PROPOSAL – REPLENISH THE D.G. TRAIL FROM TREADDROP TO SPORTS PARK** - A motion was made, seconded and carried to not approve this proposal in the amount of \$9,093.00. (3/0)
- M. **ANDREWS CONTRACTING PROPOSAL – BARBECUE REPLACEMENT** – A motion was made, seconded and carried to not replace the three charcoal grill boxes for a cost of \$1,050.00 at this time. (3/0)

**UNFINISHED/NEW BUSINESS**

- A. **Homeowner Request – 20 Windchime** – Andrea Reade was in attendance to discuss with the Board parking issues that are ongoing along Windchime. The Board directed management to consult with legal to see if Quail Hill Community Association can paint curbs red in the sub-association or if they have to obtain approval from the sub-associations board and to determine what Quail Hill can request of the sub-association with respect to them enforcing that garages be used for parking and not storage.
- B. **Next Board Meeting Date** – The next Board of Directors meeting will be held on Thursday, September 24, 2009 with Executive Session beginning at 4:00 p.m. followed by General Session/Homeowner Forum at 4:30 p.m.

**ADJOURNMENT**

There being no further business to come before the Board, the meeting is adjourned at 5:45 p.m.

ACCEPTED:  DATE: 9/24/09