

PORTOLA SPRINGS COMMUNITY ASSOCIATION
GENERAL SESSION MEETING MINUTES
Lomas Valley Park – 95 Ranchland
Irvine, CA 92618
APRIL 8, 2009
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BOARD MEMBERS PRESENT: Tom Heggi
Wendy DeWees

BOARD MEMBERS ABSENT: Bradley Hawkins

MANAGEMENT REPRESENTATIVES: Jamie Bolduc
Keystone Pacific Property Management, Inc.

EXECUTIVE SESSION SUMMARY

Item IA: Minutes Approved from the February 25, 2009 Meeting
Item IB: Architectural Compliance - Hearings for Notice of Completions
Item IC: Hearings for CC&R Violations
Item ID: Extension Requests for Architectural Plans or Notice of Completion
Item IE: Delinquent Accounts -- Small Claims Proceedings

CALL TO ORDER

The meeting was called to order at 4:00 P.M. by President Tom Heggi.

CONSENT CALENDAR

A motion was made, seconded and carried to approve the consent calendar as follows:

Item A: Resolved, to ratify the actions taken and approve the General Session Minutes as recorded for the Board of Directors meeting held on February 25, 2009 and the architectural submittal report for February and March 2009.

Item B: Resolved, to accept the January and February 2009 financial statements as submitted.

Item C: Resolved, to accept the proposal from Villa Park landscape to provide 15 five-gallon Boxwoods and 20 yards of mulch at the monument at Portola Pkwy and Arrowhead, and 20 five-gallon white Carpet Roses at Silverado Park for a total cost of \$1,572.50.

Item D: Resolved, to accept the proposals from Personal Touch Cleaning to provide "Spring Cleaning" at each of the two community pool facilities for a cost of \$2,732.40 per facility, or a total cost of \$5,464.80.

Item E: Resolved, to approve the mailing of the swim lesson registration form with the May billing at a cost to be paid by Negative Splitz Aquatics, and to require the vendor to pay 10% of swim lesson proceeds to the Association as a monthly commission.

Item F: Resolved, to approve proceeding with a lien against APN #934-74-248 in the amount of \$430.00 and against APN #580-033-26 in the amount of \$220.00.

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NEW BUSINESS

Item A: Pine Tree Replacement Proposals -- The Board reviewed correspondence from Villa Park Landscape regarding pine trees that have declined and died or are dying in the common areas. Villa Park reports that the trees' decline may have been caused by improperly planting or settling in these areas after the trees were planted. Management was directed to check the notes provided at turnover, but no reference had been made to monitor the pine trees. After discussion, a motion was made, seconded and carried to accept the proposals to have the pines replaced at a total cost of \$1,240 00, unless the installer is willing to replace any of them at their cost.

Item B: Silverado Clubhouse Tables – The Board reviewed correspondence between management and the Vientos sub-association manager regarding the heaviness of the four (4) oblong clubhouse tables at Silverado Park. The manager recommended replacing the tables with lighter, plastic tables. After discussion, a motion was made, seconded and carried to direct management to obtain additional pricing on replacement tables, and to purchase four (4) for each clubhouse at a cost not to exceed \$150 00 per table.

HOMEOWNER FORUM

No homeowners were in attendance.

ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 4:02 P.M. The next Board meeting will be held on Wednesday, June 10, 2009 at 4:00 PM.

ATTEST: _____
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DATE: 6/10/09