

PORTOLA SPRINGS COMMUNITY ASSOCIATION  
GENERAL SESSION MEETING MINUTES  
Lomas Valley Park – 95 Ranchland  
Irvine, CA 92618  
OCTOBER 14, 2009  
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**BOARD MEMBERS PRESENT:** Wendy DeWees  
Tom Heggi

**BOARD MEMBERS ABSENT:** Bradley Hawkins

**MANAGEMENT REPRESENTATIVES:** Jamie Bolduc, CCAM  
Jaime Chandler, CCAM  
Keystone Pacific Property Management, Inc.

**EXECUTIVE SESSION SUMMARY**

Item IA: Minutes Approved from the August 12, 2009 Meeting  
Item IB: Scheduled Hearings  
Item IC: Hearings for Architectural Compliance  
Item ID: Delinquent Accounts

**CALL TO ORDER**

The meeting was called to order at 4:06 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 August 12, 2009 and to accept the Architectural Submittal Report for August and September 2009.

**Item B:** Resolved, to accept the July and August 2009 financial statements as submitted.

**Item C:** Resolved, to ratify the turnover of Las Colinas Lots KK, NN and RR effective October 1, 2009.

**Item D:** Resolved, to accept the proposal from Schonwit and Company to perform the Association's annual tax preparation and audit at a total cost of \$1,550.00.

**Item E:** This item was pulled from the consent calendar.

**Item F:** Resolved, to accept the proposal from Villa Park Landscape to replace the play sand at Village Park at a total cost of \$2,530.00.

**Item G:** This item was pulled from the consent calendar.

**Item H:** Resolved, to ratify the release of the Bougainvillea Phase 4 maintenance assessment bond #024025452 in the amount of \$14,400.00.

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**Item I:** Resolved, to approve the proposal from RSM Lock & Safe to install two (2) Schlage non-locking mortise sets on the main room doors of both clubhouses at a total cost of \$406.25.

**Item J:** Resolved, to accept the proposal from Tompkins Flooring to replace the carpet in the Silverado small club room at a total cost of \$1,674.00.

**Item K:** Resolved, to accept the Delinquency Report as submitted, and to approve proceeding with a lien against APN #930-19-803 in the amount of \$605.00, and against Tract 16919 phase 15 unit 15 in the amount of \$1,007.50, and against Tract 16893 phase 30 unit 90 in the amount of \$797.50, and to deny the reversal of late charges and collection fees on APN #931-83-916.

#### ITEMS PULLED FROM CONSENT CALENDAR

**Item E: Janitorial Proposal for Mailbox and Light Post Cleaning** – The Board interprets the janitorial maintenance contract to cover light post cleaning; therefore did not approve that portion of the proposal. After discussion, a motion was made, seconded and carried to approve the quarterly mailbox cleaning at a total cost of \$466.20, or \$12.95 per mailbox post/cluster.

**Item G: Landscape Proposal for Drip Line Irrigation** – After discussion, a motion was made, seconded and carried to accept the proposal from Villa Park Landscape to install drip line irrigation along the Windrow Eucalyptus on Autumn Sage at a total cost of \$3,715.00, pending an independent review and assessment from architectural consultant Tom Larsen.

#### NEW BUSINESS

**Item A: Rule Change: Alcohol Prohibition at Pools** – The Board reviewed a copy of the homeowner notification of a proposed rule change to prohibit alcohol at the pools, along with responses received from homeowners to date. The majority of homeowner responses were against the motion to prohibit alcohol at the pools. After discussion, a motion was made, seconded and carried to keep the rule unchanged.

**Item B: Proposed Rule Change** - The Board reviewed correspondence from a homeowner who suggested the basketball and tennis court opening hours (7 AM) be modified to reflect the City of Irvine's municipal code for contractor-related noise (9 AM). The homeowner also suggested posting signage that reminds park users of the facility hours. After discussion, a motion was made, seconded and carried to decline the request.

**Activities Committee Proposal** - The Board reviewed a proposal presented by the Activities Committee to host a "Fall Festival" at Lomas Valley Park. After discussion, a motion was made, seconded and carried to approve the proposal for the Fall Festival to be held on November 8, 2009 at a total cost of \$2,755.00.

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**HOMEOWNER FORUM**

A couple of homeowners were in attendance and addressed issues such as community events, kids jumping the fence at the pool, and swim team.

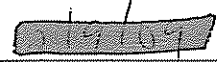
**ADJOURNMENT**

There being no further business to discuss, the meeting adjourned at 4:15 P.M. The next Board meeting will be held on Wednesday, December 9, 2009 at 4:40 PM.

ATTEST: \_\_\_\_\_

  
\_\_\_\_\_

DATE: \_\_\_\_\_

  
\_\_\_\_\_