

WESTPARK LAS PALMAS HOMEOWNERS ASSOCIATION  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
October 17, 2005

The Regular Meeting of the Board of Directors of the Westpark Las Palmas Homeowners Association was held on Monday, October 17, 2005 at 45 Alcoba; Irvine, CA. The meeting was called to order at 6:30 p.m. by the President, Frank Battaile.

CALL TO  
ORDER

- Directors Present: Julie Arden  
Frank Battaile
- Directors Absent: Behdad Baseghi
- Representing Cardinal: Kristi Boren  
Annette U'Ren, CCAM, CMCA, PCAM  
Susan Naples, CCAM, CMCA, PCAM
- Others Present: Carlos & Larual Castillo  
Alex Tabak  
Jessica Kim  
Theresa Thomas  
Lina Ruiz  
Judith Rodriguez  
Fermin Martinez  
Nellie Martinez  
Neb Kozomara  
Steve Brown  
Katy Krupp  
Xi Yu  
Bill Mcilviane  
Dee Thomas

Mr. Battaile announced that prior to this meeting an Executive Session had been held to discuss legal matters and homeowner issues.

EXECUTIVE  
SESSION

The Homeowner Forum was opened by the President, Frank Battaile.

HOMEOWNER  
FORUM

The owner of 38 Agostino suggested the Association consider the use of a three-year revocable proxy to be used only in the case of a quorum. Frank Battaile thanked the owner for their input and advised the owner that the Board would take the recommendation under advisement.

38  
AGOSTINO

Frank Battaile reported that two firms had attended the garage door presentations. Mr. Battaile felt that the presentation from Overhead Door was more thorough.

GARAGE  
DOORS

Overhead Door has offered to install two demonstrator doors. One will be white

with half-moon windows and the other almond with rectangular windows.

On Motion duly made, seconded and unanimously carried, the Board accepted the offer of Overhead Door to install the two demonstrator doors.

It was the Board's intention to allow homeowners input, with the Board making the final decision as to the exact door. The Board's final decision would be included in the proposed CC&R amendment.

The Board would then borrow the funds from the reserves, and levy a special assessment to pay the reserves back. The proposed CC&R amendment should be distributed to the membership in December.

The owner of 77 Agostino inquired as to the process of securing approval to install French doors. The owner was advised they must secure the approval of all adjacent neighbors and submit their application to the Board of Directors.

77  
AGOSTINO

Cardinal Property Management requested that Julie Arden provide the Minutes from July 25, 2005 Special Meeting, to be reviewed at the November Meeting.

APPROVAL OF  
MINUTES

On Motion duly made, seconded, and unanimously carried, the Minutes of the September 19, 2005 Meeting were approved as corrected.

Frank Battaile reported that he had spoken with Anna Hibbs of Cardinal Property Management regarding a correction to the September 2005 Financial Statement. On Motion duly made, seconded, and unanimously carried the September 2005 Financial Statement was accepted, subject to the correction being made.

FINANCIAL  
REVIEW

On Motion duly made, seconded, and unanimously carried Cardinal was directed to mail the Reserve Study to the membership.

RESERVE  
STUDY

Following discussion, the Board decided to schedule a Special Meeting to adopt the 2006 Budget and address other issues. Cardinal was directed to send a postcard to the membership noticing the special meeting to be held on November 7, 2005 in the garage at 45 Alcoba.

BUDGET

The Board requested that Cardinal secure proposals to repair 24 Agostino, excluding the front door.

24  
AGOSTINO

The Board discussed the option of having interior repairs done on a time and materials basis, with a contract manager. The Board will continue to explore this option.

TIME &  
MATERIALS

<p>The Board reviewed the two proposals for interior repairs at 98 Agostino. The Board requested that the All Cities proposal be faxed or e-mailed to the Directors so that a decision can be made. Cardinal was requested to attempt to determine the source of the leak, and whether or not the roof leak had been repaired.</p>	98 AGOSTINO
<p>The Board reviewed the proposals for interior repairs at 124 Agostino. Julie Arden noted the owner was supposed to have provided information or bids to replace the carpet.</p>	124 AGOSTINO
<p>It was noted the owner had removed the carpet and should be contacted by Cardinal to get an update as to the status of their repairs.</p>	
<p>Following review of the proposal for interior repairs at 130 Agostino, a Motion was duly made, seconded, and unanimously carried to approve the proposal from Carasso Construction in the amount of \$1,480.00 for living room repairs at 130 Almador, pending confirmation that the roof has been approved.</p>	130 ALMADOR
<p>Carasso Construction was to be advised that their proposals should be restricted to the Association's responsibility. Homeowner requested repairs are to be submitted to the homeowner.</p>	
<p>The owner of 138 Agostino was present and suggested that the Association wait to see if there were future leaks. To the owners knowledge there was no mold problem. Cardinal was requested to determine if ARC had repaired the roof.</p>	138 AGOSTINO
<p>The Directors reported that they had approved the repair proposal for 3 Alcoba in July or August. Frank Battaile volunteered to ask the owner if the roof had been repaired.</p>	3 ALCOBA
<p>The Board discussed the status of the repairs at 26 Alcoba. Frank Battaile volunteered to speak to the owner regarding their scheduling demands and report back at the November meeting.</p>	26 ALCOBA
<p>The Board discussed the leaking slider at 35 Almador. Cardinal was requested to invite ProTec to submit a proposal.</p>	35 ALMADOR
<p>Following discussion, a Motion was duly made, seconded, and unanimously carried to approve the repair proposal for 38 Almador from Carasso Construction in the amount of \$1,028.00.</p>	38 ALMADOR
<p>Following discussion, the Board requested Cardinal to secure additional proposals for 49 Almador and to determine whether or not the owner has installed a vinyl slider. If the owner has replaced the original door, the owner is responsible for all future repairs. If the existing door is vinyl, it is the owner's responsibility.</p>	49 ALMADOR

The owner of 112 Almador was present to question the Board's decision that the front door was the owner's responsibility. The Directors reviewed the Association's maintenance responsibilities with the homeowner.

112  
ALMADOR

Cardinal was requested to follow up with the three bidders to have them re-bid, excluding the front door. If the proposals come in prior to the special meeting of November 7, 2005, the Board will review them during that meeting.

The owner requested copies of the three proposals and Cardinal was requested to send copies of the proposals to the owner.

34  
AGOSTINO

The Board reviewed the proposal from Carasso for destructive testing. Cardinal was requested to ask the contractor why they are recommending destructive testing when they have made similar repairs in the past. On Motion duly made, seconded, and unanimously carried, Carasso was authorized a maximum of four hours for this testing.

122  
ALMADOR

Following discussion Cardinal was again requested to ask ServPro to identify the source of the leak.

140  
AGOSTINO

Following discussion Cardinal was requested to ask all bidders to identify the source of the leak. On Motion duly made, seconded, and unanimously carried ServPro's Proposal in the amount of \$2,310.95 was approved pending confirmation from Cardinal that ARC had repaired the roof leak.

73  
AGOSTINO

Cardinal was requested to confirm if any additional payments had been made to Dan's Landscape and advise the Board. The Board decided to discuss the outstanding invoices during the November 7, 2005 Special Meeting.

DAN'S  
LANDSCAPE

This item will be included on the November 7, 2005 Special Meeting agenda.

106  
ALMADOR

Following discussion, a Motion was duly made, seconded, and unanimously carried to have the Association's attorney send a letter of 66 Agostino requesting return of the Association's records.

66  
AGOSTINO

The owner of 150 Almador was present to report a roof leak over the front door. Cardinal was requested to issue a work order to ARC Roofing.

150  
ALMADOR

Following discussion Cardinal was directed to request that Carasso Construction provide more detailed specifications for the proposed work at 52 Almador.

52  
ALMADOR

<p>The Board reviewed the proposal from Carasso Construction for interior repairs at 3 Almador. Cardinal was requested to confirm the roof leak had been repaired and to secure two additional proposals.</p>	3 ALMADOR
<p>Following review and discussion Cardinal was requested to advise the owner of 180 Almador that to the Board's knowledge there was no CC&amp;R violation.</p>	180 ALMADOR
<p>The owner of 58 Almador reported there were only three guest spaces for the ten units in his area. The Board and members present discussed past, present, and proposed future parking rules.</p>	PATROL PARKING COMMITTEE REPORT
<p>Following review and discussion a Motion was duly made, seconded and unanimously carried to adopt the proposed Post Orders as amended. Cardinal requested to forward the Post Orders to Nordic Security.</p>	
<p>Mr. Marchese was authorized to secure a proposal from a traffic engineer to properly sign and mark the Association.</p>	
<p>Following discussion Motion was duly made, seconded, and unanimously carried to waive the \$10.00 late charge on the assessment account for the owner of 65 Agostino.</p>	65 AGOSTINO
<p>The Board reported that the violation regarding 212 Almador had been resolved.</p>	212 ALMADOR
<p>Following review and discussion of the owner's letter, Cardinal was directed to issue a work order to repair the leaking hose bib at 72 Agostino.</p>	72 AGOSTINO
<p>Cardinal was requested to determine if accounts receivable records for this property exist, and if so, what the charge to the owner would be to research and provide the requested information. The Directors agreed to re-inspect the property at 64 Agostino to determine if the screen and window needed to be repaired or replaced.</p>	
<p>Cardinal was directed to refer follow up with the landscaper on the referral from two months ago.</p>	76 ALMADOR
<p>The Board has determined that nothing could be done regarding to the parking problem on Almador. The Board is currently attempting to address the issue.</p>	
<p>Cardinal was directed to issue a work order to Dan's Landscaping for the broken sprinkler-head.</p>	
<p>Frank Battaile will verify that the landscaping has been done.</p>	

Following review and discussion, Cardinal was directed to follow up with ServPro and ARC regarding the roof repairs at 4 Alcoba.

4  
ALCOBA

Cardinal was requested to determine whether or not the \$7,872.36 check had been issued and received by Serv-Pro.

33  
ALCOBA

Following review of the owner's request, Cardinal was requested to advise the owner of 20 Agostino a \$50.00 refund would be issued upon receipt of the key.

20  
AGOSTINO

Cardinal was requested to ask Trident Pool Service when the pool mastic had been replaced and who requested the drain cover proposals.

TRIDENT POOL  
SERVICE

Following review, a Motion was duly made, seconded, and unanimously carried to approve the AON Settlement.

AON  
SETTLEMENT

The Board discussed the issue of the pool heat. On Motion duly made, seconded, and unanimously carried, the Board decided to heat pool one and turn the heat off at pool two on November 1<sup>st</sup>.

POOL  
HEAT

Following review, Cardinal was requested to respond to the owner of 160 Agostino advising them that current agenda and meeting dates were available on the website, and all management company updates to the website had been made.

160  
AGOSTINO

There being no further business, the Regular Meeting was adjourned at 9:00pm.

Submitted by: Kristi Boren, Account Manager

ATTEST

\_\_\_\_\_  
Frank Battaile, President

\_\_\_\_\_  
Date

#### SECRETARY CERTIFICATION

I, Julie Arden, appointed Secretary of the Westpark Las Palmas Homeowners Association, do hereby certify that the foregoing is a true and correct copy of the Regular Meeting of the Board Directors of the Westpark Las Palmas Homeowners Association held

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on September 19, 2005, as approved by the Board Members in attendance of the Meeting.

\_\_\_\_\_  
Julie Arden, Secretary

\_\_\_\_\_  
Date