

**QUAILRIDGE II HOA
BOARD OF DIRECTORS MEETING
July 18, 2018 - 6:30PM - QUAILRIDGE II CABANA
AGENDA**

APPROVED

I. CALL TO ORDER - 6:48PM

II. ROLL CALL - Board Members present - President Joe Krystkowiak, Vice President David Seery, Secretary Janis Verdugo, and Member at Large Edward Martin.

Board Members not in attendance - Treasurer Robert Deuson.

Cheri Conti & Trevor Asher from Spectrum Property Services present.

III. HOMEOWNERS FORUM (Limited to 15 minutes)

None present

IV. APPROVAL OF MINUTES

Minutes from previous regular meeting for Board review and approval.

Upheld as amended. Motion made by David, second by Joe.

V. CALENDAR / RESERVE CALENDAR

Calendar for Board review and approval. Motion for approval made by Joe, second by David.

VI. RESALE REPORT - None

VII. TREASURER'S REPORT

Treasurer to report the following for month ending June 2018

Beginning Balance Operating	\$79,237.68
Operating Cash Balance	\$81,938.40
Beginning Balance Savings	\$122,058.94
Savings Account Balance	\$123,547.24

The Board has reviewed all bank reconciliations for operating and reserve accounts as provided by Spectrum Property Services.

VIII. COMMITTEE REPORTS - Limited to 5 minutes each

A. ARCHITECTURAL - None

B. LANDSCAPE

1. Proposal from Brightview re: controller upgrade approved by Board. Work in progress. Brightview is preparing a report on the water savings. Estimate from Toro is 25% - 30% savings.
2. Requested additional info from Brightview on turf replacement around the perimeter of the property. Would like to see what the potential cost savings would be. Is that area on a separate zone where we can pull specific water usage?
3. Email to Brightview re: tree roots uplifting walkway at 11803 Alderbrook. Brightview visited the property and was unable to see the raised walkway. They did some digging around the walkway to look for roots, but found none. Pictures sent to Cheri, who will forward them to the Board. Homeowner reports issue is on the South (right) side of the property, leading to the side gate. Joe reiterated that all landscape and trees are owned by the homeowners and would be their responsibility. The HOA is responsible for the trimming and the association has an easement for the maintenance.
4. Email to Brightview regarding tree limbs hanging over properties at 11820 Alderbrook. Work is complete.

C. POOL / SPA

1. **Proposals for cameras and key fobs - Board discussed and has decided to request an updated proposal from Oaks Security and Sterling Data Systems for access control and key fobs only. The security cameras have already been purchased. Tabled for next meeting.**
2. **Board approved pool fence proposal from R&S Construction and met with vendor before approving wrought iron - Work is in progress.**
3. **Security patrol and lock up proposals - Ongoing issues with Lantz were addressed via email to Lantz, but there was no response. The Board reviewed several proposals and decided to engage Archon Protection for patrol service beginning 08/01/18. Spectrum Property Services to notify Lantz of termination and clarify the scope of engagement with Archon. There should be two patrols. Lock up should be done when the pool closes, and they should return to unlock when the pool opens. David motioned to approve, and Ed seconded.**

D. CORRESPONDENCE - None

IX. MANAGER'S REPORT

A. Repair & Maintenance Log

1. **R&S Construction proposal for extending the pool fence was approved. Wrought iron being fabricated and will be installed subsequent to vendor's receipt of same.**
2. **Report of vehicle damaged by falling tree limb near 11808 Alderbrook. Photos and estimate for repair work provided by vehicle owner. Board discussed and will have insurance review to determine if the incident occurred in a common area, which the HOA insurance would be responsible for, or if the limb is from private property, which the property owner would be responsible for. Insurance will subrogate as needed.**

X. VIOLATION LOG

XI. DELINQUENCY REPORT

A. Letter sent to 11930 Honeybrook regarding delinquent assessments. HO not sticking to payment plan (no response to date) balance owing \$2,788.05 - Letter sent to HO. Email from HO. Correspondence sent again on 08/22 requesting HO stick to payment plan. Payment made on 08/11/16 of \$110 and on 12/01/16 for \$120. Letter sent 02/22/17. Paid \$120 on 04/02/18. Paid \$200 May 11, 2018. Paid \$200 June 12, 2018. No payment made in July 2018 to-date. If no payment received by 07/20/18, Spectrum Property Services will send a letter.

XII. OLD BUSINESS

A. Exclusive Use Common Areas (approved by Board) sent to owners 02/10/16 for approval. We have received 71 ballots back so far and need 104. Sent again on November 2016. UNSUCCESSFUL - will contact association attorney for further information.

B. Reserve study 05/01/2017 - 04/30/2018; approved by board, work in progress.

C. Annual meeting held June 20, 2018.

XIII. NEW BUSINESS

A. Spectrum Property Services to call 11927 Alderbrook St. as well as 11972 Honeybrook to notify them of the new monthly assessment amounts.

XIV. NEXT MEETING

A. The next meeting of the Board of Directors will be held on Wednesday, August 15, 2018 at 6:30PM at the Quailridge II Cabana.

XV. ADJOURNMENT - 8:06PM

XVI. EXECUTIVE SESSION - Legal, delinquencies