

**ALISO HOMEOWNERS ASSOCIATION
EXECUTIVE SESSION AGENDA**

*January 13, 2010 – 5:45pm
12458 Longacre Avenue "Lot 9"
Granada Hills, CA 91344*

I. CALL TO ORDER BY PRESIDING OFFICER

- A. Establish a quorum.

II. APPROVAL OF MINUTES

- A. Executive Session minutes: December 9, 2009.
- B. Emergency Meeting Executive Session minutes: December 14, 2009.
- C. All other past minutes since February 2007, reformatted to look consistent.

III. REVIEW POTENTIAL LITIGATION

IV. DELINQUENCIES/COLLECTION REPORT

- A. Review the current Aging Report.
- B. Review the current Collections Status Report.
- C. Discuss Euclid's handling of accounts AL-6120-0013-04 / AL-6120-0013-05
[prev. 48906-1-037-04 / 05] / 18567 Clydesdale Road / Kitty Hunter and Heywood Hunter.
- D. Status of Board Directive *"That the P.M. include in the Violation Letters section of future Board packets any Delinquency Letters sent to Members who have not paid their assessments."*
- E. Status of Board Directive *"That the Board directs the P.M. to immediately remove all fees from Accounts 48906-1-005-1, 48906-2-029-1, 48906-5-040-1, 48906-5-042-1, and 48906-5-043-1 so that such fees do not show up on those Members' next statement."*
- F. Discuss refinements to procedures for delinquent accounts, including review of form letters.

V. HOMEOWNER DISCIPLINE/HEARINGS COLLECTIVELY SCHEDULED FOR 6:15pm

- A. Determine whether applicable laws and our governing documents allow for the indefinite suspension of voting rights for Members with perpetually delinquent accounts.
- B. Determine whether hearing notices were sent via Certified Mail with Restricted Delivery as instructed by the Board in its standing directive to the P.M. passed on June 10, 2009.
- C. Consider suspension of voting rights for Account AL-6120-0023-01 - **\$4,661.00 in arrears.**
[prev. 48906-2-032-1] / 18527 Shetland Pl - Lot 32 / Christopher & Regina Ho
- D. Consider suspension of voting rights for Account AL-6120-0030-01 - **\$4,515.00 in arrears.**
[prev. 48906-3-025-1] / 18523 Oldenburg Ln - Lot 25 / Zabihullah Kator (Noor "Mike" Kator)
- E. Consider suspension of voting rights for Account AL-6120-0034-01 - **\$821.00 in arrears.**
[prev. 48906-4-017-1] / 12356 Longacre Ave - Lot 17 / Saleem & Nazia Shah
- F. Consider suspension of voting rights for Account AL-6120-0033-01 - **\$784.00 in arrears.**
[prev. 48906-4-016-1] / 12370 Longacre Ave - Lot 16 / Deepak & Alka Chhatwal
- G. Consider suspension of voting rights for Account AL-6120-0043-01 - **\$598.00 in arrears.**
[prev. 48906-5-043-1] / 18587 Caspian Ct - Lot 43 / Victor & Gabriela Quiroz
- H. Consider suspension of voting rights for Account AL-6120-0020-01 - **\$578.00 in arrears.**
[prev. 48906-2-029-1] / 18542 Shetland Pl - Lot 29 / Larissa Oumanets & Daniel Liberman
- I. Consider suspension of voting rights for Account AL-6120-0015-01 - **unresolved violation.**
[prev. 48906-1-039-1] / 18549 Clydesdale Rd - Lot 39 / Dilmit Singh/Harmeet Singh/Samardeep Kaur

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- J.** Consider suspension of voting rights for Account AL-6120-0040-01 - **unresolved violation**.
[prev. 48906-5-040-1] / 18570 Caspian Ct - Lot 40 / Krist & Karine Azizian
- K.** Consider suspension of voting rights for Account AL-6120-0009-01 - **unresolved violation**.
[prev. 48906-1-033-1] / 18548 Clydesdale Rd - Lot 33 / Charles Kim
- L.** Consider suspension of voting rights for Account AL-6120-0035-01 - **unresolved violation**.
[prev. 48906-4-018-1] / 12346 Longacre Ave - Lot 18 / Juan & Priya Hernandez
- M.** Enforcement letters for Board to review before mailing.

VI. FORECLOSURE / RECOVERY PLAN ON DELINQUENT ASSESSMENTS

- A.** Discuss why the Board's directives from December 9, 2009 asking the P.M. to "*...proceed with an Attorney Resolution concurrent with pursuit of a Small Claims Action against Kator and Ho, for the total amount of assessments such Member owes in arrears*" were not proper, and review the e-mails from Euclid's Charlotte Kovacik on this subject.
- B.** Determine whether the Board would be violating the "One Action Rule" if we approved small claims actions against Accounts AL-6120-0023-01 (Ho) and AL-6120-0030-01 (Kator).
 - 1.** Determine whether the P.M. initiated foreclosure action against #AL-6120-0030-01 (Kator) per the Board's directives passed on July 8, 2009 & August 12, 2009, and if so, the current status of these proceedings and the next steps that should/will be taken.
- C.** Consider small claims action on Account AL-6120-0023-01 (Ho) - \$4,661.00 in arrears.
 - 1.** MOTION: That the Board directs the P.M. to file an action in the appropriate Small Claims Court against Christopher and Regina Ho, Account AL-6120-0023-01, for the total amount currently owed in delinquent assessments, late fees, and fines on their Member account while owning 18527 Shetland Place (Lot 32); and that this direction supersedes and nullifies all previous instructions and actions approved by the Board regarding this Member.
- D.** Consider small claims action on Account AL-6120-0030-01 (Kator) - \$4,515.00 in arrears.
 - 1.** MOTION: That the Board directs the P.M. to file an action in the appropriate Small Claims Court against Zabihulla Kator, Account AL-6120-0030-01, for the total amount currently owed in delinquent assessments, late fees, and fines on his Member account while owning 18523 Oldenburg Lane (Lot 25); and that this direction supersedes and nullifies all previous instructions and actions approved by the Board regarding this Member.

VII. PERSONNEL MATTERS

- A.** Determine status of Architectural Application submitted by Vashistha (12422 Longacre) at the December 9, 2009 General Session Board meeting, and the Architectural Applications submitted by Chhatwal (12370 Longacre) and/or Shah (12356 Longacre) at a previous Board meeting.
- B.** Determine the status of the lock that should be securing the white gate at the end of Sesnon.
- C.** Determine the course of action the Board should take regarding the homeowner-planted tree in front of Lot 4 (12520 Longacre Ave) that does not conform to the other Longacre street trees.
- D.** Status of the Board Directive "*That the Board directs the P.M. to inform Kevin Gallivan, Account 48906-2-031-1, that (i) the Architectural Application he presented to the Board does not have an approval signature on it from a prior Architectural Committee or Board, nor was it accompanied by the required plot plan, and therefore does not constitute proof that his landscaping was ever approved; and (ii) that the Board does not intend to pursue any corrective action unless future complaints from neighbors are received that require the Board's intervention.*"

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- E.** Status of the Board Directive *"That...the Board directs the P.M. to devise a way to better differentiate monthly assessments statements to those Members enrolled in automatic payments, making sure that references to late fees and by when a homeowner should pay are removed from such Members' statements, and include a notice of the date on which such Members' next automatic payment is scheduled."*
- F.** Status of the Board Directive *"That the Board directs the P.M. to revise the 'Unit Numbers' in its list of Aliso accounts to conform with our community's 'Lot Numbers' to prevent future confusion when referencing such."*
- G.** Status of the Board Directive from September 9, 2009 and Discussion from December 9, 2009 regarding the P.M.'s ability to send and track the "still liable for full payment" form that a Member must sign before the Board accepts a partial payment from him/her.

VIII. THIRD-PARTY CONTRACTS

- A.** Consider bids for ongoing nightly neighborhood security patrols from Security Specialists.
- B.** Consider any bids received for bringing electrical power to the Association's mailbox stack.
- C.** Consider any bids received for modifying the Association's mailbox stack enclosure.
- D.** Review contract with Euclid Management, discuss conditions of renewal, and consider any competing proposals received from other management companies.
- E.** Review status of recent tree staking/guying by LDI at Declarant's direction. Determine if the Association should pay LDI to stake/guy any trees not already secured in such a manner.
- F.** If the Board has received from the Declarant *"...definitive maps showing the areas designated as HOA-maintained (since such revised maps may affect landscaping bids),"* then review our current contract with Landscape Development, Inc. and consider new bids from Stay Green, Inc. and Gothic Grounds Management, Inc.
- G.** Review irrigation schedule and consider resolution asking LDI to adjust watering. Also, discuss whether the Board believes the current watering schedule as previously provided to the Board is actually being followed (i.e., if anyone observed sprinkler zones turning on at odd hours).
- H.** Determine if the Board's February 19, 2009 approval to *"...use Reserve Studies, Inc. to perform the reserve study for the Association"* resulted in any duplicate payments to such since this same contractor was also hired by the Board on February 4, 2009 for the exact same service.

IX. ADJOURNMENT TO GENERAL SESSION