

NORTHWOOD POINTE MAINTENANCE ASSOCIATION  
GENERAL SESSION MEETING MINUTES  
MARCH 14, 2016  
Page 1 of 3

**BOARD MEMBERS PRESENT:** Jan Northcutt  
Bob King  
Melody Alvarado

**BOARD MEMBERS ABSENT:** None

**MANAGEMENT REPRESENTATIVE:** Teresa Duhoux, Keystone Pacific

**ITEMS DISCUSSED IN THE EXECUTIVE SESSION MEETING –  
January 26, 2016**

The Executive Session minutes from the November 9, 2015 meeting were approved. Additionally, the Board discussed and took action on a delinquent account and homeowner requests.

**CALL TO ORDER**

Bob King, President, called the meeting to order at 6:05 p.m.

**SOCIAL COMMITTEE UPDATE**

The re-scheduled Snow Day was held on Saturday, February 6<sup>th</sup> and there was in excess of 400 people participated in the event. It was noted, that the Board may want to look into Concerts in the Park as an alternative to the Snow Day event.

**HOMEOWNER FORUM**

At this time, it was noted that Jim Spellman, Co-President of the Flash swim team, was in attendance to present the proposed swim team practice and meet schedule and to answer any questions.

**CONSENT CALENDAR**

A motion was made, seconded and carried to approve the consent calendar as follows:  
Vote 3/0

- Item A: **Approval of General Session Meeting Minutes & Architectural Reports – RESOLVED**, to ratify the action taken and approve the January 26, 2016 General Session minutes and accept the Architectural Report for 1/1/16-3/4/16, as submitted.
- Item B: **Acceptance of Financial Statements - RESOLVED**, to accept the December 31, 2015 and January 31, 2016 financial statements, as presented.
- Item C: **Delinquency Report –Place Liens - RESOLVED**, to file liens on APN#530-432-10, APN#935-534-27, APN#530-242-04, APN#530-321-32, APN#530-311-50, APN#530-342-43 and APN#935-542-36 for outstanding assessments and all applicable charges.

NORTHWOOD POINTE MAINTENANCE ASSOCIATION  
GENERAL SESSION MEETING MINUTES  
MARCH 14, 2016  
Page 2 of 3

Item D: **Flash Swim Team Proposed Practice/Meet Schedule – RESOLVED**, to approve the Flash swim team schedule as outlined below. The summer pool use calendar will be updated to reflect the schedule approved and posted in the pool area bulletin board.

2016 Proposed Practice Schedule

Tuesday May 31<sup>st</sup> through Thursday June 10<sup>th</sup> – Afternoon only practices on Tuesday, Wednesdays, Thursday, and Friday afternoons from 4:00 p.m. – 7:00 p.m. No practice on Wednesday, June 8<sup>th</sup> – last day of school.

Tuesday June 14<sup>th</sup> through Friday August 5<sup>th</sup> – Afternoon practices on Tuesday, Wednesday, Thursday, and Friday afternoons from 3:30 p.m. – 7:00 p.m.; make-up practices on Tuesday and Thursday mornings from 8:30 a.m. – 10:00 a.m.

May 1<sup>st</sup> – Flash Family Kick-off Picnic at the Gazebo Area from 5:00 – 7:30 p.m.

June 17<sup>th</sup> – Flash Picture Day – 8:00 a.m.-10:30 a.m. (Pool Area)

August 7<sup>th</sup> – End of the Season Awards Picnic at the Meadowood Park

2016 Proposed Meet Schedule at Home

June 11<sup>th</sup> - Intrasquad Meet at Home

June 18<sup>th</sup> - Home Meet vs. Portola Springs

July 16<sup>th</sup> - Home Meet vs. South Irvine Dolphins

July 23<sup>rd</sup> - Home Meet vs. Park Paseo Northstars

Item E: **Entry Color Replacement Proposal - RESOLVED**, to approve the spring color rotation to be completed by Villa Park, at a cost of \$900.00, as allocated for in the 2016/2017 fiscal year budget.

Item F: **Palm Tree Trimming Proposal – Pool Area - RESOLVED**, to approve the palm tree trimming proposal at the pool area by Villa Park Landscape, for a cost of \$945.00 for each trimming, as allocated in the 2016/2017 fiscal year budget.

A motion was made, seconded and carried to approve the following items from the consent calendar, with further discussion: Vote 3/0

Item A: **Annual Mulch Application Proposal** - A motion was made, seconded and carried to approve the annual application of mulch to the Northwood Pointe common areas by Villa Park, at a cost of \$9,375.00, and to apply the application one time per year in the late spring, instead of two times per year, as in previous years.

NORTHWOOD POINTE MAINTENANCE ASSOCIATION  
GENERAL SESSION MEETING MINUTES  
MARCH 14, 2016  
Page 3 of 3

Item B: **Annual Landscape Enhancement Proposal** - A motion was made, seconded and carried to approve the completion of the items outlined in the proposal from Villa Park Landscape, not to exceed \$20,000.00, and to prioritize areas 1-22, that require attention in order of need.

**UNFINISHED/NEW BUSINESS**

**Architectural Guideline Revisions** – This item was postponed for further review. Management was directed to outline the differences between both guidelines and present it to the Board at the May meeting.

**Pool Furniture Proposals** - A motion was made, seconded and carried to approve the purchase of pool furniture, not to exceed \$44,729.28, and direct Board Member Jan Northcutt and Management to determine the best product and pricing for pool area. Vote 3/0.

**2016/2017 Reserve Study Items** - A motion was made, seconded and carried to complete the following reserve study items that have a zero life: Vote 3/0

- Cabana – Doors
- Cabana – Roof, Flat
- Landscape – Trees, Trimming
- Painting – Cabana Interior
- Painting – Woodwork
- Painting – Wrought Iron, Perimeter (Obtaining Proposals)
- Painting – Wrought Iron, Pool Area (Obtaining Proposals)
- Pool – Filters
- Pool – Replaster & Tile Replace
- Pool – Solar System (Obtaining Proposals)
- Pool Area – Furniture, Strapped (Obtaining Proposals)
- Pool Area – Furniture, Umbrella
- Pool Area – Mastic
- Wader – Chemical System
- Wader – Replaster & Tile Replace

**ADJOURNMENT**

There being no further business to discuss, the meeting was adjourned at 6:59 p.m. The next Board meeting will be held on May 9, 2016 with Homeowner Forum at 6:00 p.m.

ATTEST: 

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