

NORTHWOOD POINTE MAINTENANCE ASSOCIATION
GENERAL SESSION MEETING MINUTES
JULY 11, 2016
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BOARD MEMBERS PRESENT: Jan Northcutt
Bob King
Lata Jobanputra
Melody Alvarado

BOARD MEMBERS ABSENT: None

MANAGEMENT REPRESENTATIVE: Teresa Duhoux, Keystone Pacific

**ITEMS DISCUSSED IN THE EXECUTIVE SESSION MEETING –
May 9, 2016**

The Executive Session minutes from the March 14, 2016 meeting were approved. Additionally, the Board discussed and took action on delinquent accounts and the SCE Grant of Easement to the Meadowood and Citrusglen planter.

CALL TO ORDER

Melody Alvarado, President, called the meeting to order at 6:08 p.m.

SOCIAL COMMITTEE UPDATE

The Concerts in the Park dates are as follows: July 30th and to be determined in September 2016. Susan Dickerson is obtaining permits with the City of Irvine and securing the date for bands, insurance requirements and signage for the sub-associations.

HOMEOWNER FORUM

At this time, it was noted that homeowner Ed Placencia was in attendance to present naturally green stones as an alternative to artificial turf.

CONSENT CALENDAR

A motion was made, seconded and carried to approve the consent calendar as follows:
Vote 4/0

- A. **Approval of General Session Meeting Minutes from May 9, 2016 and Architectural Report - RESOLVED**, to ratify the action taken and approve the May 9, 2016 General Session Board Meeting and the Architectural Submittal Report from 5/3/16 – 6/27/16, as submitted.
- B. **Acceptance of Financial Statements - RESOLVED**, to accept the April 30, 2016, and May 31, 2016 financial statements, as presented.
- C. **Adoption of the Architectural Guidelines – RESOLVED**, to approve the adoption of the Architectural Guidelines.
- D. **2015/2016 Draft Audit Report - RESOLVED**, to approve the 2015/2016 draft audit report.

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- E. **Villa Park Landscape – Annual Winter Rye Seeding Proposal - RESOLVED**, to approve the annual over seeding of turf areas by Villa Park, in the amount of \$3,480.00, expensed to operating Landscape Extras line item #7215.
- F. **Executive Committee Report - RESOLVED**, to accept the Executive Committee Report as follows:

Brooker Associates - Wrought Iron Repair Proposal – To approve the proposal from Brooker Associates, to repair the wrought iron as identified in the 5/27/16 proposal, for a cost of \$17,900.00, expensed to reserve Wrought Iron line item #3178.

Brooker Associates – Pergola Repairs/Cabana Door Painting Proposal - To approve the proposal from Brooker Associates, to repair the pergola beams at the pool, paint the underlying beams and replace the men and women’s restrooms doors, for a cost of \$18,980.00, expensed to reserve Painting line item #3120, reserve Pool/Cabana line item #3140 Wrought Iron line item #3178.

Brooker Associates – Wood/Gutter/Cabana Doors Painting Proposal – To approve the proposal from Brooker Associates, to paint the wood, gutters, and cabana doors at the pool, for a cost of \$6,425.00, expensed to reserve Painting line item #3120.

My Asset Tag Proposal – Pool Labels – To approve the proposal from My Asset Tag, for labels that were applied on all pool furniture at Northwood Pointe, for a cost of \$985.35, expensed to reserve Pool/Cabana line item #3140.

Personal Touch Barbecue Cleaning Proposal – To approve the proposal from Personal Touch Cleaning, to clean the barbecues and replace the char-diamond rocks at the Northwood Pointe pool, for a cost of \$500.00, expensed to operating Common Area Maintenance line item #7614. Pool/Cabana line item #3140.

Outdoor Dimensions Signage Proposal – To approve the proposal from Outdoor Dimensions, to replace the signage at the Northwood Pointe pool as outlined on the proposal dated 6/3/16, for a cost of \$1,236.68, expensed to reserve Pool/Cabana line item #3140.

Revised Suntlet Solar Proposal – To approve the proposal from Suntlet Solar and Southern California Gas, outlining the revisions to the rebate that was initially offered to install the solar panels at the Northwood Pointe pool, for a revised cost of \$9,502.00, expensed to reserve Pool/Cabana line item #3140.

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- G. **Delinquency Report –Place Liens - RESOLVED**, to file liens on APN#935-535-11, APN#530-242-04, APN#530-352-09, APN#530-611-36 and APN#530-581-78 for outstanding assessments and all applicable charges.

UNFINISHED/NEW BUSINESS

- A. **Maturing TCD - OneWest Bank CD's** - A motion was made, seconded and carried to close out the TCD OneWest Bank CD's maturing on 9/10/16, in the amount of \$90,173.82 and on 9/11/16, in the amount of \$37,115.92 and roll the monies into the Merrill Lynch Money Market Account to remain liquid. Vote 4/0
- B. **Pool/Wader Re-plaster Proposals** – A motion was made, seconded and carried to approve the proposal from Alan Smith Pools, to re-plaster the pool and wader pool, for a cost of \$33,943.00, expensed to reserve Pool/Cabana line item #3140.00. Vote 4/0
- C. **Villa Park Landscape Proposal – Organic Fertilizer Application** - A motion was made, seconded and carried not to approve the proposal from Villa Park Landscape, to apply organic fertilizer throughout the community. This item will be considered for the 2016/2017 budget. Vote 4/0
- D. **Animal Pest Management – Organic Pesticides Proposal** - A motion was made, seconded and carried not to approve the proposal from Animal Pest Management, to replace the bait stations with an organic based pesticide throughout the community. This item will be considered for the 2016/2017 budget. Vote 4/0
- E. **Villa Park Landscape Proposal – Removal of Pine Trees** - A motion was made, seconded and carried not to approve the proposal from Villa Park Landscape, to remove the two Pine trees on Canyonwood. A second motion was made, seconded and carried to have the two trees trimmed when all other trees are due to be trimmed in the community. Vote 4/0
- F. **Concerts in the Park - Insurance Requirement Discussion** – A motion was made, seconded and carried to waive the insurance requirements for the bands that perform events for the Northwood Pointe Association on the City of Irvine property, provided that they submit a W-9 form for processing payments. Vote 4/0

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ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 6:59 p.m to enter into Executive Session. The next Board meeting will be held on September 12, 2016 with Homeowner Forum at 6:00 p.m.

ATTEST: Kate Debanjin DATE: 9/12/2016