

NORTHWOOD POINTE MAINTENANCE ASSOCIATION
GENERAL SESSION MEETING MINUTES
MARCH 13, 2017
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BOARD MEMBERS PRESENT: Jan Northcutt
Bob King
Lata Jobanputra

BOARD MEMBERS ABSENT: Melody Alvarado

MANAGEMENT REPRESENTATIVE: Teresa Duhoux, CMCA, AMS
Keystone Pacific

**ITEMS DISCUSSED IN THE EXECUTIVE SESSION MEETING –
January 9, 2017**

The Executive Session minutes from the November 7, 2016 meeting were approved. Additionally, hearings were held and the Board discussed and took action on delinquent accounts.

CALL TO ORDER

Jan Northcutt, Vice President, called the meeting to order at 6:02 P.M.

SOCIAL COMMITTEE UPDATE

Susan Dickerson, committee representative for the Concerts in the Park, is in the process of securing dates for various bands and submitting paperwork to the City of Irvine, requesting availability for the Meadowood Park.

HOMEOWNER FORUM

There were no homeowners in attendance.

FLASH SWIM TEAM MEET SCHEDULE – Jim Spellman, President of the Flash Swim Team, was present to discuss the proposed practice and swim meet schedule for the 2017 summer season.

CONSENT CALENDAR

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

- A. **Approval of General Session Meeting Minutes from January 9, 2017, and Architectural Report - RESOLVED**, to ratify the action taken and approve the January 9, 2017 General Session Board Meeting minutes and the Architectural Submittal Report from 01/04/17 – 03/02/17, as submitted.
- B. **Acceptance of Financial Statements - RESOLVED**, to accept the December 31, 2016 and January 31, 2017 financial statements, as presented.

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- G. **Villa Park Landscape - Entry Color Replacement Proposal - RESOLVED**, to approve the annual color rotation to be completed by Villa Park Landscape, at a cost of \$5,375.00, expensed to operating Mulch/Color Rotation line item #7235.
- H. **Villa Park Landscape - Annual Mulch Application Proposal - RESOLVED**, to approve the annual application of mulch to the Northwood Pointe common area by Villa Park Landscape, for a cost of \$11,250.00, expensed to operating Mulch/Color Rotation line item #7235.
- I. **Villa Park Landscape - 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 \$1,035.00 for each trimming, expensed to reserve Tree Trimming line item #3185.
- J. **Villa Park Landscape - Wind Row Tree Trimming Proposal - RESOLVED**, to approve trimming the remaining Eucalyptus trees along Arborwood and the Paseo, for a cost of \$25,080.00, expensed to reserve Tree Trimming – Wind Row line item #3120.

UNFINISHED/NEW BUSINESS

- A. **Villa Park Landscape - Annual Landscape Enhancement Proposal - A** motion was made, seconded and carried to approve the proposal from Villa Park Landscape, to address various landscape items throughout the community, as a part of the on-going renovation throughout the community for a cost of \$17,639.00, expensed to reserve Landscape line item #3180. Vote 3/0
- B. **Annual Maintenance Inspection Proposals – A** motion was made, seconded and carried to approve the proposal from OCBS, to perform the three year maintenance inspection for the Northwood Pointe Maintenance Association community, for a cost of \$726.00, expensed to operating Common Area Maintenance line item #7614. Vote 3/0
- C. **Pool Maintenance Proposals –** This item is postponed until the May meeting.
- D. **Sand Filter Replacement Proposals – A** motion was made, seconded and carried to approve the proposal from AquaPure, KOA Construction, to replace the three (3) corroded sand filters in the pump room that are leaking, for a cost of \$29,988.00, expensed to reserve Pool/Cabana line item #3140. The sand filter replacement will be scheduled for November 2017. Vote 3/0

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- E. **Homeowner Request – Architectural Refund** – A motion was made, seconded and carried to deny the request to refund the architectural application fee, in the amount of \$125.00, to the homeowner in the Collage community, as this is a hard cost to the Association. Vote 3/0
- F. **Northwood Pointe Pool Renovation Update** – Management advised the Board that the mastic installation at the pool will be performed in November 2017.

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 6:52 P.M. to enter into Executive Session. The next Board meeting will be held on May 8, 2017 with Homeowner Forum at 6:00 P.M.

ATTEST: *Nicolodyllowade*

DATE: 5/8/17