

TRAILWOOD MAINTENANCE ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
GENERAL SESSION – MARCH 19, 2008

BOARD MEMBERS PRESENT: David Northcutt
Bob King
John Arena
William Ghawi

BOARD MEMBER ABSENT: None

MANAGEMENT REPRESENTATIVE: Cindy Ritter
Keystone Pacific Property Management

ITEMS DISCUSSED IN EXECUTIVE SESSION – March 19, 2008

1. January 16, 2008 Executive Session Meeting Minutes – Approved as submitted
2. Hearing – The appropriate action was taken.
3. Delinquent Account – The appropriate action was taken.

CALL TO ORDER

The General Session meeting of the Trailwood Maintenance Association Board of Directors was called to order by President David Northcutt at 6:31 P.M. at the corporate office of Keystone Pacific Property Management Inc., at 16845 Von Karman, Suite 200 in Irvine, CA.

REPORT FROM NORDIC

Items discussed included; new gate attendant training, resident's behavior, and the new access computer system.

HOMEOWNER FORUM

There were four homeowners present, items that were discussed included; asphalt repairs, sidewalk repair, tree trimming, tree removal and replacement on Trailwood.

MANAGEMENT REPORT

A motion was made, seconded and carried to approve the following items from the consent calendar, without further discussion:

- A. Resolved, to ratify the actions taken and approve the General Session Minutes as recorded for the Board of Directors General Session Meeting held on November 28, 2007.
- B. Resolved, to accept the December 2007 and January 2008 financial statements as submitted.
- C. This item was pulled for further discussion.
- D. This item was pulled for further discussion.
- E. This item was pulled for further discussion.
- F. Resolved, to ratify the action taken and approve the proposal submitted by Robert A. Owens to prepare the Association's audit and taxes at a total cost of \$1,125.00.

Motion carried 4/0.

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OLD/NEW BUSINESS

- A. Guest Lane Barrier Arm – A motion was made, seconded and carried to approve the proposal submitted by Superior Access to install a barrier arm in the guest lane at the Creekglen and Canyonwood gates at a total cost of \$7,598.00. Motion carried 4/0.
- B. Restroom Remodel – A motion was made, seconded and to approve the proposal submitted ATC Construction to refinish the floors, replace the countertops with a splash guard, sinks, facets, paint the walls, add additional lighting and new door handles not to exceed a total cost of \$5,500.00. Motion carried 4/0.
- C. Payphone Removal – Park Area – A motion was made, seconded and carried to approve not to remove the pay phone providing the monthly cost does not increase more than twenty percent (20%) of the current cost. Motion carried 4/0.
- D. Irrigation Controller/Rain Sensors – This item was tabled until the next meeting.
- E. Homeowner Request/Lee – A motion was made, seconded and carried to approve reimbursing the homeowner \$550.00 for the plumbing repair and \$200.00 for the excess water as a result of the leak. Motion carried 4/0.
- F. Asphalt Repairs/6,8,9 and 11 Trailwood – This item was tabled to allow Management time to obtain slurry seal proposals.
- G. Homeowner Request/Lemansky – A motion was made, seconded and carried to not approve the request to install a baby swing as per state law there is not enough room in the playground area to install a baby swing. Motion carried 4/0.
- H. Insurance Renewal – A motion was made, seconded and carried to approve to renew the Associations insurance policy at a total cost of \$12,482.00.. Motion carried 4/0.
- I. Lien Action/APN#530-231-79 – A motion was made, seconded and carried to approve proceeding with filing a lien on APN#530-231-79. Motion carried 4/0.
- J. Lien Action/APN#530-261-33 – A motion was made, seconded and carried to approve proceeding with filing a lien on APN#530-231-33. Motion carried 4/0.
- K. Lien Action/APN#530-311-88 – A motion was made, seconded and carried to approve proceeding with filing a lien on APN#530-311-88. Motion carried 4/0.
- L. Parking Enforcement/Towing – A motion was made, seconded and carried to approve Nordic to put courtesy notices on cars that are parked on the street on street sweeping day requesting the homeowner to remove the car from the street. Motion carried 4/0.
- M. Security Camera Installation – This item was tabled until the next meeting.

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- N. Review of the Trailwood Color Pallets – This item was tabled until the next meeting.
- O. Next Meeting Date – The next Board Meeting is scheduled for Wednesday, May 21, 2008.

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 8:15 P.M.

APPROVED: Robert E. Lutz DATE: 5/21/08