

TRAILWOOD MAINTENANCE ASSOCIATION  
BOARD OF DIRECTORS MEETING MINUTES  
GENERAL SESSION –SEPTEMBER 17, 2008

BOARD MEMBERS PRESENT: David Northcutt  
Bob King  
William Ghawi  
Christine Daily

BOARD MEMBER ABSENT: John Arena

MANAGEMENT REPRESENTATIVE: Cindy Ritter  
Keystone Pacific Property Management

**ITEMS DISCUSSED IN EXECUTIVE SESSION – September 17, 2008**

1. July 16, 2008 Executive Session Meeting Minutes – Approved as submitted
2. Hearings – 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 William Ghawi at 6:15 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; gate passes, vandalism and the new access computer system.

**HOMEOWNER FORUM**

There were no homeowners present.

**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 July 16, 2008.
- B. Resolved, to accept the June and July 2008 financial statements as submitted.
- C. Resolved, to ratify the action taken and approve the proposal submitted by Villa Park to replace the color throughout the community at a total cost of \$1,800.00.
- D. Resolved, to ratify the action taken and approve the proposal submitted by AMS Paving to repair the asphalt that is sinking near the intersection of Canyonwood and Trailwood at a total cost of \$2,150.00.
- E. Resolved, to ratify the action taken and approve the Maintenance Inspection Report as prepared by La Jolla Pacific, Ltd.
- F. Resolved, to ratify the action taken and approve the proposal submitted by ATC Construction to pressure wash the pool deck, the concrete walkways, park, picnic and barbeque areas at a total cost of \$875.00.

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- G. Resolved, to ratify the action taken and approve the 2009-2010 reserve study as submitted by Advanced Reserve Solutions.
- H. Resolved, to ratify the action taken and approve the proposal submitted by ATC Construction to install the holiday lights and decorations at both entrances to the community at a total cost of \$8,350.00.

Motion carried 4/0.

**OLD/NEW BUSINESS**

- A. Rain Gutter Cleaning Proposal – A motion was made, seconded and carried to approve the proposal submitted by ATC Construction to clean the rain gutters on the pool house, the Canyonwood and Creekglen gate houses at a total cost of \$750.00. Motion carried 4/0.
- B. 501 (c) Tax Status – This item was pulled from the agenda no further action will be taken on this item.
- C. Pool Deck Mastic Replacement Proposal – This item was tabled until the next meeting.
- D. Gate House Painting Proposal – A motion was made, seconded and carried to approve the proposal submitted by ATC Construction to paint the interior and exterior of both the Canyonwood and Creekglen gate houses at a total cost of \$5,275.00. Motion carried 4/0.
- E. Mulch Proposal – This item was tabled to allow Management to get clarification on the per yard price.
- F. Landscape Proposals – A motion was made, seconded and carried to approve the irrigation repair at a total cost of \$550.00 and to approve the landscape proposal not to exceed \$183.00. Motion carried 4/0.
- G. Homeowner Request/Walmsley – A motion was made, seconded and carried not to approve the homeowners request to be reimbursed \$180.00 for their car being towed during the slurry seal project. Motion carried ~~4/0~~ 3/1 David Abstained
- H. Pool Area BBQ Installation Proposal – This item was tabled until the next meeting to allow Management time to obtain a revised proposal.
- I. New Stop Sign Installation – This item was tabled to allow Management time to obtain traffic study proposals.
- J. Lien Action/APN#530-311-70 – A motion was made, seconded and carried to approve filing a lien on APN#530-311-70. Motion carried 4/0.

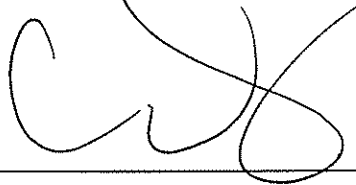
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K. Next Meeting Date – The next Board Meeting is scheduled for Wednesday, November 19, 2008.

**ADJOURNMENT**

There being no further business to discuss, the meeting was adjourned at 8:29 P.M.

APPROVED: \_\_\_\_\_

A large, stylized handwritten signature in black ink, consisting of several overlapping loops and curves.

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

12/4/08