CENTERSTONE WESTBRIDGE HOMEOWNERS ASSOCIATION  
MEETING OF THE BOARD OF DIRECTORS  
AUGUST 17, 2005  

MINUTES

NOTICE 
Upon due notice given and received, the regular meeting of the Board of Directors of the Centerstone Westbridge Homeowners Association was held on August 17, 2005, at the home of Sandy Thigpen, 13662 Kingsbridge Ave., Westminster, California.

PRESENT 
Sandy Thigpen, President  
Judy Murphy, Vice President  
Sean Christian, Secretary/Treasurer  
Mark Gehrs, Action Property Management, Inc.  
Ramona Acosta, Action Property Management, Inc.

CALL TO ORDER 
Board President, Sandy Thigpen, called the meeting to order at 6:25 P.M.

EXECUTIVE SESSION 
DISCLOSURE 
There have been no executive session meetings held by the Board of Directors since the last Board of Directors meeting held June 7, 2005.

OPEN FORUM 
There were no homeowners in attendance at the meeting.

CONSENT CALENDAR 
Motion was duly made and seconded to approve the Consent Calendar dated August 17, 2005, as amended. The Consent Calendar will become a part of and is attached to these minutes.

HOUSE PAINT COLOR PALLET 
On the date of this meeting Keisha Sanker of Dunn Edwards delivered a draft of the Community Paint Color Scheme manual which identifies the colors schemes for all homes in the community. In the context of the information, it was acknowledged that some color schemes will need to be adjusted to more closely agree with the “as built” colors used by the developer. Keisha Sanker recommended she meet with Director Sandy Thigpen at the community to determine what final paint color adjustments need to be made prior to this information being published to the community. After a brief review and discussion, management was directed to provide each of the Board members a copy of the manual draft. The Board noted that there are a number of homeowners that are in need of painting their homes. Therefore the final decision on paint colors and the publishing of this information to the community should be expedited. It was further noted that the accuracy of the paint scheme assignment information is critical, since it will eventually be provided to all homeowners for the painting of their homes both now and in the future. Management was asked to determine what correspondence has been sent to the
community on this subject.

**VEHICLE ENTRY GATE MODIFICATION**

After reviewing the two bids submitted, it was noted that one proposal is for replacing the entrance gates at Kingsbridge Street and the other was for repairing the damaged gates. Additionally, neither proposal addressed painting all the gates and wrought iron fencing in the community. (The Reserve Study calls for all wrought iron fencing to be painted this year.) Therefore, Management was directed to coordinate a job walk with three vendors so that the scope of work and specifications would be comparable with all vendors. It was noted that the color choice for the paint should be an earth tone similar to a color currently used on the shutters of certain homes. Thom Thigpen will attempt to have an expert on gate repairs review the proposed repair diagram or to provide direction on the most effective method of repair.

**POWERWASHING PROPOSAL**

This matter had been tabled from the June Board meeting. Management provided proposals from two vendors, CPR, Inc. and Advanced Powerwashing, for cleaning the mailbox posts and mailboxes on the Hefley side of the community. After review and discussion of both proposals, a motion was duly made and seconded to approve the proposal, as submitted, from Advanced Powerwashing in the amount of $250. Motion carried unanimously.

**PARK LIGHTING PROPOSALS**

This matter had been tabled from the June Board meeting. Management requested proposals from Three Phase Electric, Sundown Lighting and Tyler Lighting. Tyler Lighting did not respond. After a review and discussion, a motion was duly made and seconded to approve the Option 1 proposal from Three Phase Electric in the amount of $4,950. Motion carried unanimously.

**TRAFFIC STUDY PROPOSALS**

Management had requested a proposal for a traffic study of Milton Street from Linscott, Law & Greenspan Engineers and Kimley, Horn & Associates. Neither had submitted their proposal in time for consideration at this meeting. It was also noted by the Board that a traffic study may not provide the needed information as to the excessive use of Milton Street that is causing the accelerated deterioration. The City has stated that their repair and maintenance schedule does not call for repairs at this time. It was decided that Director Thigpen would contact a homeowner who lives across the street from her who is an engineer for additional feedback and possible assistance in this matter and Director Christian would develop a scope of work that more clearly identifies and addresses the points of concern, including the designed weight load and amount of traffic vs. the impact of the City’s yard, fire trucks, etc. The field of discipline required for this study would be a civil engineer with roadway
emphasized. The matter was then tabled until the October meeting.

**RESERVE STUDY PROPOSAL**
Management had included in the Directors Report a draft copy of the Reserve Study submitted by Reserve Data Analysis for review by the Board. The Board determined that it would be best to table this matter until the October meeting so that it might be reviewed more thoroughly by each Board member.

**HOMEOWNER FEEDBACK**
Management included in the Directors Report three written homeowner responses to the suggestion to have the Association’s landscape company provide maintenance for the member’s front yards. Two responses were opposed and one was generally in favor. These responses were noted by the Board.

**STREET SWEEPING SERVICE**
Management provided recent correspondence from the current street sweeping company, Unique Sweeping, advising the Board that due to rising costs of operation, it was necessary for Unique Sweeping to increase their monthly service rate from $65.00 to $90.00, effective January 1, 2006. After discussing the matter, a motion was duly made and seconded to approve the increased monthly rate of $90.00. Motion carried unanimously.

**TREE TRIMMING AND LANDSCAPE UPGRADE PROPOSALS**
Management presented two proposals from Pinnacle Landscape Company for review and consideration by the Board. These included the pruning of trees in the common area at a cost of $1,982.00 and planting, color change, and irrigation adjustments in two locations at a cost of $1,625.00, both bids include materials. After discussing the proposals, a motion was duly made and seconded to approve both proposals as presented. Motion carried unanimously.

**REQUEST FOR WRITE OFF**
Management requested the Board to write off the past due balance on account #126-1529760731 in the amount of $180.24. This homeowner had failed to pay their assessment right at the time of the close of escrow on their house at Centerstone Westbridge. To recover these funds at this time would require a small claims court action. After further discussion, a motion was duly made and seconded to approve the write off of the outstanding balance of $180.24. Motion carried unanimously.

**REQUEST FOR WAIVER OF FEES**
Mr. Gary Cunneen, the Trustee for homeowner Roy Johnston, wrote to the Board of Directors advising them that Mr. Johnston had died on May 1, 2005. Due to an unfortunate series of events set in motion by Mr. Johnston’s death, as described in Mr. Cunneen’s letter, Mr. Johnston had been assessed for various
late fees and related charges in the amount of $176.56, which amount, Mr. Cunneen was requesting be waived by the Board. After considering the letter and related information, a motion was duly made and seconded to waive the fees in question in the amount of $176.56. Motion carried unanimously.

NEWSLETTER It was noted that the recent newsletter article asking for homeowner feedback on having the community gardener care for member’s front yards was poorly written. The article should have highlighted that ideally reduced gardening rates might be realized; that it would be purely voluntary if each member decided to “opt in”; and, having the Association’s landscape company providing the gardening service for the front yards of homes would ensure more pleasing esthetics and uniform quality of landscape care. Management was directed to correct this point in the June 8, 2005 meeting minutes; to include this subject in the next newsletter; and, to provide a proof of each newsletter to the Board prior to submitting it for printing. Management was also asked to investigate the probable reason why Director Thigpen was not receiving her newsletter.

NEXT MEETING The next regular meeting of the Board of Directors is scheduled be held on Wednesday October 5, 2005, at 6:30 P.M. at the home of Sandy Thigpen, 13662 Kingsbridge Ave, Westminster, California.

ADJOURN There being no further business to come before the Board at this time, the meeting was adjourned at 8:15 P.M.

ATTEST Respectfully Submitted by Mark Gehrs, Community Manager

APPROVED As approved by the Board of Directors October 20, 2005.