

PARK PASEO HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
August 8, 2011

MINUTES

Upon due notice, the Park Paseo Homeowners Association Board of Directors held its regularly scheduled meeting on Monday, August 8, 2011 in the Association's clubhouse at 25 Christamon West, Irvine, California. The meeting was called to order at 6:35 p.m. by the President.

DIRECTORS PRESENT:

Tanja Fournier, President
Brian Hagadorn, 1st Vice-President
Roland Philipp, 2nd Vice-President
Mike Krahelski, Secretary
Howard Scott, Treasurer

DIRECTOR ABSENT:

None

ALSO PRESENT:

Gus Aarnaes, Co-Property Manager
Ric Cox, Co-Property Manager

1. HOMEOWNER and/or GUEST DISCUSSION:

2. ADMINISTRATIVE:

- A. The minutes of the July 11, 2011 Board of Directors meeting were reviewed and **upon a motion by Howard Scott, seconded by Mike Krahelski, and carried unanimously, were approved as corrected.**
- B. The Action Items and Responses Report from the July 11, 2011 Board Meeting was reviewed.
- C. The Board agreed to table the discussion of dog-waste bag dispensers along Association greenbelt walkways until a later date.

- D. The manager noted that the Northstar Swim Team reported earlier in the day that they would not be attending tonight's meeting. The Board did discuss the need for any non-resident team members to apply individually to the association office to avoid any confusion regarding qualification and compliance with existing rules.
- E. The Board reviewed and discussed the status of the BBQ replacements for the Prosa pool facility. The manager noted the units had arrived last week and would be installed by the end of this week.
- F. The Board reviewed and discussed the latest email from a homeowner regarding on-going frustrations with a neighbor's barking dogs. The Board agreed to allow the manager to communicate with the dog owner via telephone and a follow-up letter outlining the discussion regarding the current policy relating to the nuisance issue of barking dogs.
- G. The Board reviewed and discussed a bid from Pristine Plumbing to install a new ADA compliant drinking fountain at the main pool facility. **Upon a motion by Howard Scott, seconded by Mike Krahelski, and carried unanimously, the BOD instructed management to have a new ADA dual drinking fountain installed as soon as possible for a cost not to exceed \$2675.00.**
- H. The Board reviewed and discussed the upcoming project to trim and remove selected trees. Trees recommended for removal or trimming involve stressed and dying Lemon Gum Eucalyptus, a number of Red Iron Bark Eucalyptus, and Sycamore trees. The manager is meeting with arborists from two different tree and landscape companies to review the trees and to obtain competitive bids.
- I. The Board agreed to table until the next meeting, discussion of new procedures for monitoring Architectural Violations.
- J. The Board reviewed and discussed the upcoming annual election planning. Roland Philipp announced he would not be seeking re-election. The Annual Election will be held on October 18, 2011.
- K. Each Board member was given a copy of the new proposed Architectural Guidelines for review and ultimate mailing to homeowners to solicit their input. A date for a homeowner-invited meeting to discuss the new Guidelines will be announced in the future.

3. FINANCIAL:

- A. The financial preliminary June (2nd quarter) 2010 financial reports were reviewed and discussed. **Upon a motion by Mike Krahelski, seconded by Howard Scott, and carried unanimously, the financial reports were approved subject to final revision by the accountant and annual audit.**
- B. The delinquent account report was reviewed and discussed, and **upon a motion by Mike Krahelski, seconded by Howard Scott, and carried unanimously, management was requested to send one 30-day reminder letter and five 30-day attorney warning letters and to turn one delinquent account over to the attorney for collection.**

4. FACILITIES:

- A. The Capital Replacement or Improvement worksheet was available for review.

5. LANDSCAPE:

A. The September Landscape Award winner is the Bajaj family at 11 Campanero East.

6. ARCHITECTURAL:

A. The Architectural Committee meeting minutes of July 27, 2011 were reviewed and **upon a motion by Howard Scott, seconded by Mike Krahelski, and carried unanimously, the minutes were approved as submitted.**

7. NEXT MEETING DATE:

September 26, 2011

8. RECESS:

A. **Upon a motion by Mike Krahelski, seconded by Howard Scott, and carried unanimously, the Board declared a recess to Executive Session at 7:20 p.m., to review and discuss the future management of the Association since the manager's announcement of his intent to retire by the end of this year.**

B. **Upon a motion by Mike Krahelski, seconded by Howard Scott, and carried unanimously, the Board adjourned Executive Session at 8:05 p.m.**

9. RECONVENE:

A. **Upon a motion by Mike Krahelski, seconded by Brian Hagadorn, and carried unanimously, the Board, reconvened the regular meeting at 8:20 p.m.**

10. ADMINISTRATIVE:

A. The Board discussed the manager's upcoming retirement and **upon a motion by Mike Krahelski, seconded by Brian Hagadorn, and carried unanimously, the Board agreed to hire Professional Community Management of CA, Inc (PCM) and execute a contract to be effective September 1, 2011, in order to have a transition period with the co-managers, vendors, and processes and programs already in place.**

B. The Board discussed a replacement for the retiring manager and **upon a motion by Tanja Fournier, seconded by Brian Hagadorn, and carried unanimously, the Board agree to hire Professional Community Management of CA, Inc (PCM) to take over the association management duties.**

11. ADJOURNMENT:

There being no further business to come before the Board, the meeting was adjourned at 8:23 p.m.

Approved:

Date:
