

**PARK PASEO HOMEOWNERS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
JANUARY 9, 2012**

NOTICE OF MEETING	Upon due notice, given and received, the Board of Directors of Park Paseo Homeowners Association, a California nonprofit mutual benefit corporation, held its regularly scheduled meeting on Monday, January 9, 2012, at the clubhouse, located at 25 Christamon West, Irvine, California. It was noted that the meeting agenda was placed in the common area at least four (4) days prior to the meeting.
PRESENT	Directors Present: Tanja Fournier, President Brian Hagadorn, 1 st Vice President Ric Cox, 2 nd Vice President Mike Krahelski, Secretary Howard Scott, Treasurer Directors Absent: None Representing PCM: Dana Davidson, CCAM Senior Vice President Others Present: None
CALL TO ORDER	Tanja Fournier, the President, called the meeting to order at 6:36 p.m.
HOMEOWNER FORUM	<u>Homeowner Forum</u> There were no owners present during homeowner forum.
CONSENT CALENDAR	<u>Consent Calendar</u> Upon a motion duly made by Scott, seconded by Hagadorn and carried unanimously, the Board approved the Consent Calendar, which consisted of the following items: <ul style="list-style-type: none">• December 12, 2011 Regular Session Minutes, with corrections• November 2011 Financial Statement, subject to audit• December 2011 Financial Statement, subject to audit• December 2011 Delinquent Summary Report
OLD BUSINESS	<u>Old Business</u> None
NEW BUSINESS	<u>New Business</u>
2012 Annual Calendar And Goal Setting	The Board reviewed the draft annual calendar for proper scheduling of projects and for repairs associated with the reserve funding program in 2012. The Board made revisions and requested that the calendar itself be revised.

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- Investments** It was noted that the Crescent State Bank CD invested with Edward Jones was maturing on January 19, 2012. Upon a motion duly made by Krahelski, seconded by Scott and unanimously carried, the Board approved to renew the CD for a 6-month term, at the highest prevailing interest rate.
- Architectural Standards** The Board tabled its review of the proposed revisions to the Architectural Standards as it was unsure of whether or not the document for review was the latest revision. Management was directed to obtain the latest revision from the law offices of Cane, Walker and Harkins.
- Proposal for Cleaning** The Board reviewed a proposal from its janitorial service provider to deep clean the clubhouse tile floor and to clean the pool furniture. Upon a motion duly made by Krahelski, seconded by Scott and unanimously carried, the Board approved the section of the proposal from Personal Touch Cleaning to deep clean the tile floor, for a cost not to exceed \$805.60. It was decided that the pool furniture would not be cleaned at this time. The Board requested that the scrubbing disk be evaluated to determine whether or not it would be sufficient to clean the uneven surfaces of the tile. Further, it was requested that the cleaning be supervised.
- Jacaranda Tree Trimming** The Board tabled review of the tree trimming bid it received from Earthcare Landscape Company pending additional bids for comparison.
- Annual Landscape Winner** The Board of Directors and Architectural Committee selected 11 Kara East as the annual landscape award winner. The Board directed Management to send the owner(s) a \$50.00 home improvement gift card.
- Holiday Decorating Contest** It was reported that the winner of the annual holiday decorating contest was 23 Lucero East. The Board directed Management to send the owner(s) a \$50.00 gift card to a restaurant.
- Agenda Item** Management advised the Board that the main pool return line was leaking and an emergency repair was required in order to stop the underground leak. Upon a motion duly made by Scott, seconded by Krahelski and unanimously carried, the Board approved to add the item to the agenda.
- Pool Return Line Repair** Management advised the Board that Aqua Blue Company had performed leak detection services at the main pool to identify the source of a leak. It was determined that the

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underground pool return line was leaking and required repair. Upon a motion duly made by Scott, seconded by Krahelski and unanimously carried, the Board approved the proposal from Aqua Blue Company to remove the bricks located over the source of the leak, dig underground to the source of the leak, to repair the return line, refill the dirt and replace the bricks, for a cost of \$1,500.00. Management was directed to pay for the repair out of the pool repair operating funds.

COMMITTEE REPORTS

Committee Reports

Architectural

The committee's minutes of the January 4, 2012 meeting were not available for review at this time. It was noted that the minutes would be placed on the February agenda.

Community

The Board discussed the trash dumpster door (located in the clubhouse parking lot) that had been ripped off of its hinges during the weekend of December 25, 2011. Management was directed to contact those who had rented the clubhouse during that weekend to determine if the damage had occurred during any of the rentals. It was noted that repair of the doors was in progress and that the repair was being made by PCM Field Services. .

Facilities

There was no report on facilities.

Landscape

There was no report on landscape.

**MANAGEMENT
REPORTS**

Management Reports

The Board reviewed and filed the following monthly management reports: Action List, Work Order Report, Property Inspection Report, Violation Report, Annual Calendar, Architectural Activity Report and Correspondence.

NEXT MEETING

The next meeting was scheduled for Monday, February 13, 2012 at 6:30 p.m.

ADJOURN

There being no further business to come before the Board at this time, the meeting was adjourned at 8:25 p.m.

ATTEST

Name Title

Name Title