

**PARK PASEO HOMEOWNERS ASSOCIATION  
MEETING OF THE BOARD OF DIRECTORS  
REGULAR SESSION MINUTES  
JANUARY 14, 2013**

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**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 14, 2013, 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  
Mike Krahelski, 1<sup>st</sup> Vice President  
(6:55 p.m.)  
Shelley Cassity, 2<sup>nd</sup> Vice President  
Brian Hagadorn, Secretary  
Ric Cox, Treasurer

Directors Absent:

Representing PCM: Jessica Volgenau, CCAM  
Community Manager

Others Present: - 7763008  
- 7769007  
- 7760044

**CALL TO ORDER**

Tanja Fournier, Board President, called the meeting to order at 6:31 p.m. and again at 9:27 p.m.

**EXECUTIVE SESSION  
DISCLOSURE**

An Executive Session was held on January 14, 2013 from 7:45 p.m. to 9:27 p.m. for the purpose of discussing the following items:

- Legal
- Delinquency Matters
- Non-Compliance
- Landscape Maintenance Review
- Presentations at future meeting

**HOMEOWNER FORUM**

**Homeowner Forum**

- Clubhouse Rental Fee Waiver Request
- Landscape and common area concerns

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**CONSENT CALENDAR**

**Consent Calendar**

Upon a motion duly made by Krahelski, seconded by Cox and unanimously carried, the Board moved to approve the Consent Calendar, which consisted of the following items:

- December 10, 2012 Regular Session Minutes with the following changes: Architectural Committee Minutes – change Architectural Committee Review to “Architectural Review Committee”; Management Reports – remove “Community Map”.
- December 10, 2012 Executive Session Minutes with the following changes: Annual Review – change “sated” to “stated” and include setting up a Board Member Orientation.
- December 2012 Financial Statement, subject to audit.
- New CD’s: Roll \$120,000.00 from the Edward Jones Account into a 6 month CD with Morgan Stanley.
- December 2012 Delinquent Summary Report

**LIEN RESOLUTIONS**

**Lien Resolutions**

Upon a motion duly made by Krahelski, seconded by Cassity and carried unanimously, the Board moved to apply a lien to the following accounts should the homeowners fail to bring their account current: #7761137-9.

**OLD BUSINESS**

**Old Business**

**Security/Patrol Proposals**

Tabled until the February 2013 meeting for additional information.

**Key FOB System Proposals**

Tabled until the February 2013 meeting for additional information.

**Monument Signs**

Management provided an update regarding the monument signs. No action required at this time.

**NEW BUSINESS**

**New Business**

**#7769024 – Request to Charge Registration Fee for Clubhouse**

Upon a motion duly made by Krahelski, seconded by Hagadorn and carried unanimously, her request to charge an admission fee was denied; the event must have no registration or entry fee but the homeowner may solicit donations.

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**#7766035 – Santiago  
Hills 5<sup>th</sup> Grade Party  
Request**

Upon a motion duly made by Krahelski, seconded by Fournier and carried unanimously, the Board moved to approve the homeowner's request to use the clubhouse on January 20, 2013 for the party, provided that all of the same arrangements as for the party in 2012 are made.

**#7763008 – Request  
For Clubhouse Rental  
Fee Waiver**

Upon a motion duly made by Krahelski, seconded by Cox and carried unanimously, the Board moved to approve that the association will waive \$100.00 of the rental fee as a charitable donation, and the homeowner will pay \$75.00. The association must also be provided a receipt for the \$100.00 charitable donation. Additionally, the homeowner will not be allowed to advertise the event in the Association's newsletter.

**Insurance Renewal  
Proposals**

Upon a motion duly made by Krahelski, seconded by Hagadorn and carried unanimously, the Board moved to renew their insurance with Armstrong and to find out if the premium can be reduced at all (but the renewal must be done by January 16).

**PCM – Covenants  
Compliance Inspection  
Program**

Upon a motion duly made by Krahelski, seconded by Fournier and carried unanimously, the Board moved to decline making the CCI Program mandatory.

**Management Action Plan  
& Goal Setting  
Workshop - 2013**

Valerie Strauch, COO with PCM was present at the meeting to review the management action plan that was drafted, and to discuss scheduling a Board Member Orientation and Goal Setting Workshop by the end of January.

**Onsite Administration  
Duties and Hours**

Valerie Strauch provided an update regarding the onsite administration duties and hours. This item was tabled until after the Goal Setting Work Shop to evaluate what the association will need in terms of onsite personnel.

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**COMMITTEE REPORTS  
Architectural  
Committee Minutes**

**Committee Reports**

The Board reviewed the Minutes of the January 2, 2013 Architectural Committee Review meeting. Upon a motion duly made by Krahelski, seconded by Cox and carried unanimously, the Board moved to accept the ARC minutes as presented with the following correction: Final Inspections – change “installion” to “installation”.

**#7761007 – House  
Painting Update**

Upon a motion duly made by Hagadorn, seconded by Fournier and carried unanimously, the Board moved to invite the homeowner to attend a hearing, and to provide the approved application and paint chips to the Board for review.

**Community Activities**

There were no reports submitted regarding the community activities.

**Facilities**

There was no report submitted regarding the facilities.

**Landscape  
Monthly Summary –  
November &  
December 2012**

The Board reviewed the November and December 2012 monthly landscape summary. No other action required.

**MANAGEMENT  
REPORTS**

**Management Reports**

The Board reviewed and filed the following monthly management reports: Action List, Property Inspection Action List, Work Order Report, Violation Report, Correspondence, PCM Phone Log, Clubhouse Sign-In Sheet, Website Correspondence, Association Profile and Annual Calendar.

**NEXT MEETING**

The next meeting is scheduled for Monday, February 11, 2013 at 6:30 p.m.

**ADJOURN**

There being no further business to come before the Board at this time, the meeting was adjourned at 7:45 p.m. and again at 9:45 p.m.

**ATTEST**

\_\_\_\_\_  
Name Title

\_\_\_\_\_  
Name Title