

**PARK PASEO HOMEOWNERS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
NOVEMBER 11, 2013**

NOTICE

The General Session meeting of the Park Paseo Homeowners Association Board of Directors was held on Monday, November 11, 2013, at the clubhouse located at 25 Christamon West, Irvine, California. The meeting agenda was posted at the clubhouse on Thursday, November 7, 2013.

PRESENT

Directors Present: Tanja Fournier, President
 Mike Krahelski, 1st Vice President
 Shelley Cassity, 2nd Vice President
 Brian Hagadorn, Secretary
 Ric Cox, Treasurer

Representing PCM: Gregg Evangelho, CCAM
 Regional Vice President, Community Management
 Trevor Fenwick, CMCA
 Community Manager

Others Present: Two (2) Homeowners

CALL TO ORDER

Tanja Fournier, Board President, called the meeting to order at 7:05 p.m.

ANNOUNCEMENTS

It was noted that an Executive Session Meeting was held prior to the General Session Meeting on November 11, 2013 for the purpose of discussing the following, per Civil Code Section 1363.05: formation of third party contracts and member discipline. This is a closed session meeting and is not open to owner attendance unless specifically agreed to by the Board.

**BOARD
ORGANIZATIONAL
MEETING**

Upon a motion duly made, seconded and approved unanimously, Michael Krahelski was elected to the position of President of the Park Paseo Board of Directors.

Upon a motion duly made, seconded and approved unanimously, Brian Hagadorn was elected to the position of 1st Vice President of the Park Paseo Board of Directors.

Upon a motion duly made, seconded and approved unanimously, Shelley Cassity was elected to the position of 2nd Vice President of the Park Paseo Board of Directors.

Upon a motion duly made, seconded and approved unanimously, Ric Cox was elected to the position of Secretary of the Park Paseo Board of Directors.

Upon a motion duly made, seconded and approved unanimously, Tanja Fournier was elected to the position of Treasurer of the Park Paseo Board of Directors.

HOMEOWNER FORUM

Homeowner Forum

The homeowners present addressed questions about the lighting at the Prosa Pool area.

COMMITTEE REPORTS

Committee Reports

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Architectural Committee The minutes from the October 30, 2013 meeting of the Architectural Review Committee were submitted. Upon a motion duly made, seconded and carried unanimously, the Board moved to accept the minutes as submitted.

Community Activities There were no reports submitted regarding the community activities.

Landscape & Aesthetics Committee There were no reports submitted regarding the Landscape & Aesthetics Committee. Management was requested to put the draft charter and proposed roster on the December meeting agenda for finalizing.

Area 5-B Committee There were no reports submitted regarding the Area 5-B Committee.

CONSENT CALENDAR

Consent Calendar

The Board reviewed the following Consent Calendar items for approval.

- A. Minutes – October 14, 2013 Executive Session**
- B. Minutes – October 14, 2013 General Session**
- C. October 2013 Financial Statement**
- D. Reserve Investment Authorization**
- E. October 2013 Delinquency Report**

Upon a motion duly made, seconded and carried unanimously, the Board moved to accept the Consent Calendar as submitted. Management was instructed to transfer the maturing \$70,000.00 Bank of India Certificate of Deposit from Salomon Smith Barney to Comerica to be re-invested pursuant to the laddering schedule that was previously adopted by the Board.

UNFINISHED BUSINESS

Unfinished Business

Clubhouse Carpet Replacement Proposals Tabled until the December meeting for further review.

HVAC Replacement Proposals Tabled until the December meeting for further review.

Clubhouse Roof Replacement Tabled until the December meeting for further review.

Schematic Site Plan Proposals Tabled until the December meeting for further review.

NEW BUSINESS

New Business

Tree Trimming Proposal Upon a motion duly made, seconded and carried unanimously, the Board moved to approve the proposal from Harvest Landscape to trim the Association's 200 Windrow eucalyptus trees at a total cost not to exceed \$34,000.00, provided that the trimming is done to the same specifications that Harvest Landscape used three (3) years ago.

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Falcon Electric –
Volleyball Court Lighting
Repair Proposal

Upon a motion duly made, seconded and carried unanimously, the Board moved to approve the proposal from Falcon Electric to repair the lighting at the Christamon Pool area volleyball court at a total cost not to exceed \$685.00.

Core Development
Services –
Leasing of space to
AT&T Wireless

Upon a motion duly made, seconded and carried unanimously, the Board moved to deny the proposal from AT&T to lease space in the common area for the purpose of installing a cell tower site. As the Board noted, this request has been received before and was overwhelmingly rejected by the homeowners who appeared at a town hall meeting to discuss the prior proposal.

2014 Draft Budget &
Draft Reserve Study

The Board reviewed the 2014 Draft Budget as prepared by management and the Draft Reserve Study as prepared by RDA.

The Board discussed the additions and revisions made by Director Fournier during her meeting regarding the Reserve Study with RDA. RDA made Director Fournier's additions and revisions to the draft study to facilitate a discussion by the full Board. The Board reviewed these additions/revisions in the context of its review of the draft study. Upon a motion duly made, seconded and passed by a vote of 4-1 (Director Fournier voted against), the following changes to those additions/revisions to the Reserve Study were requested to be made:

- (1) The categories "Main Pool Deck Replacement" and "Prosa Pool Deck Replacement" would be changed back to "Main Pool Deck" and "Prosa Pool Deck" and the amounts allocated in 2014 were set for continued repair and maintenance of the two deck areas. The Board also agreed that an engineer would be retained to determine if further work on the decks was warranted.
- (2) The category "Lighting Walkway" would be reduced from \$125,000 to \$110,000.
- (3) Based on the condition of the tennis court area, the useful remaining life of the categories "Tennis Court Resurfacing" and "Tennis Court Windscreen" would be extended from 0 to 3 years.
- (4) The new categories for Landscape Renovation (2014, 2015 and 2016) would be removed pending further review. The Board agreed to retain a landscape architect to make recommendations for future action.

Director Krahelski will forward the adjustments to the Association's reserve study contractor so that a revision may be prepared. Once received, the Board will then finalize the 2014 Budget at an open session meeting at a date to be determined. The budget must be mailed out by November 30, 2013 per the CC&Rs.

Homeowner Account
Request:

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#7761137-9 – Request to Waive Pre Lien and Late Fees

Upon a motion duly made, seconded and carried unanimously, the Board moved for a one-time waiver of \$110.00 in pre-lien fees and \$10.00 in late fees.

Homeowner Request for Clarification of ARC Guidelines

The Board reviewed the correspondence from the requesting homeowner and determined that management should request from homeowners who are submitting Home Improvement Applications for rear yard work that they obtain Neighbor Awareness signatures from their rear yard neighbors and not from their across the street neighbors.

Home Improvement Application – Appeal of Denial

Upon a motion duly made, seconded and carried unanimously, the Board moved to deny the application from 11 Fortuna W to repaint the trim of their home with the existing color.

MANAGEMENT REPORTS

Management Reports

The Board reviewed and filed the following monthly management reports: Action List, Site Visit Action List, Work Order Report, Unresolved Violation Report, Landscape Summary, Lighting Maintenance Summary, Website Correspondence, Association Profile and Annual Calendar.

CORRESPONDENCE

Correspondence

The Board reviewed general homeowner and vendor correspondence that had previously been responded to by Management on behalf of the Board. There were no comments at this time.

ANNOUNCEMENT

The next General Session meeting of the Board of Directors is scheduled for Monday, December 9, 2013 at 7:00 p.m. at the Park Paseo Clubhouse, located at 25 Christamon West, Irvine, California.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 10:05 p.m.

ATTEST

Name Title