

**PARK PASEO HOMEOWNERS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
FEBRUARY 10, 2014**

NOTICE

The General Session meeting of the Park Paseo Homeowners Association Board of Directors was held on Monday, February 10, 2014, at the clubhouse located at 25 Christamon West, Irvine, California. The meeting agenda was posted at the clubhouse on Thursday, February 6, 2014.

PRESENT

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

Representing PCM: Trevor Fenwick, CMCA
 Community Manager

Others Present: Eight (8) Homeowners
 Steven Schinhofen, Harvest Landscape

CALL TO ORDER

Mike Krahelski, Board President, called the meeting to order at 7:00 p.m.

ANNOUNCEMENT

It was noted that an Executive Session Meeting was held prior to the General Session Meeting on February 10, 2014 for the purpose of discussing the following: member discipline, legal matters, and homeowner issues. This is a closed session meeting and is not open to owner attendance unless specifically agreed to by the Board, per Civil Code §4925(a) and 4935(a).

HOMEOWNER FORUM

Homeowner Forum

A homeowner's forum was held.

VENDOR REPORTS

Vendor Reports

Steven Schinhofen of Harvest Landscape reported on the progress of the eucalyptus tree trimming project. He will also be providing a recommended list of jacaranda trees to be removed prior to the start of the jacaranda tree trimming project. He was also to provide an update on the progress of the irrigation controller rebate submission by the March meeting.

COMMITTEE REPORTS

Committee Reports

Architectural Committee

There were no reports submitted as the January meeting was canceled due to lack of quorum.

Community Activities

There were no reports submitted regarding the community activities.

Landscape & Aesthetics
Committee

There were no reports submitted regarding the Landscape & Aesthetics Committee.

Area 5-B Committee

The Board reviewed correspondence from Robin Leftwich, Vice President of Community Affairs at the Irvine Company, regarding the property line between Area 5-B (Eastwood), as well as the Final Tract Map which shows that the

**PARK PASEO HOMEOWNERS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
FEBRUARY 10, 2014**

westerly boundary line of Area 5-B does not lie on or within the wall that separates Area 5-B from Park Paseo. Management was instructed to contact the Irvine Company for the purpose of having them address the Association wall that was damaged at Alba due to overgrown palm trees that have since been removed.

CONSENT CALENDAR

Consent Calendar

The Board reviewed the following Consent Calendar items for approval.

A. Minutes – January 13, 2013 Executive Session

B. Minutes – January 13, 2013 General Session

C. January 2013 Financial Statement

D. January 2013 Delinquency Report

E. Homeowner Submitted Newsletter Article Ideas

1. Park Paseo Northstars Announcement

2. Summary of Prior Month's Board Meeting

3. Summary of Prior Month's ARC Meeting

A member of the ARC had offered to submit this summary, which would detail the addresses that submitted for approval, what they submitted for, and what action was taken by the committee.

F. Home Improvement Applications

1. 16 Campanero W – Repaint in Scheme #1

2. 5 Fortuna W – Replace All Windows in Home

3. 3 Christamon E – Repair Trim and Fascia and Repaint in Swiss Coffee

4. 9 Lucero W – Replace All Windows in Home

5. 4 Ninos – Repair Dry-Rotted Wood Beams and Replace Backyard Gate

6. 16 Lucero W – Repair Fascia and Repaint with Existing Color

7. 19 Ninos – Repaint in Scheme #23

8. 19 Ninos – Repair Fascia, Corbels and Shingle Siding

9. 9 Kara E – Replace All Windows in Home

10. 11 Fortuna W – Land/Hardscaping Renovations

Upon a motion duly made, seconded and carried unanimously, the Board moved to accept Consent Calendar items A, C, E.1 and F as submitted.

Upon a motion duly made, seconded and carried unanimously, the Board moved to approve item B provided that it be noted that the Board had previously approved a jacaranda tree removal budget of \$4,500.00 at the January meeting.

Upon a motion duly made, seconded and carried unanimously, the Board moved to approve item D provided that Management confirm that account #7761250-9 has not been charged more than one (1) late fine for each month that the account has been paid late.

Upon a motion duly made, seconded and carried unanimously, the Board moved to deny item E.2. The minutes will serve as the official and only summary of the prior month's Board Meeting.

**PARK PASEO HOMEOWNERS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
FEBRUARY 10, 2014**

Upon a motion duly made, seconded and carried unanimously, the Board moved to deny item E.3 as submitted. The Board recommended that a summary may be submitted for inclusion in the newsletter provided that it addresses general architectural issues and not specific items from the committee's minutes. The minutes will serve as the official and only summary of the prior month's Architectural Committee Meeting.

UNFINISHED BUSINESS

Unfinished Business

Revised Draft Email
Privacy Policy

Upon a motion duly made, seconded and carried unanimously, the Board moved to approve the draft email privacy policy. Management was instructed to submit the draft policy to the membership for the required thirty (30) day comment period prior to the Association's formal adoption of the policy, pursuant to Civil Code.

Revised Draft Conflict of
Interest and Ethics Policy

The Board reviewed the draft conflict of interest and ethics policy. Management was instructed to have counsel further revise the draft to disclose the Annual Recognition of Service Board Dinner.

Revised Draft Election
and Voting Rules

Upon a motion duly made, seconded and carried unanimously, the Board moved to approve the draft election and voting rules. Management was instructed to submit the draft policy to the membership for the required thirty (30) day comment period prior to the Association's formal adoption of the policy, pursuant to Civil Code.

Clubhouse HVAC
Replacement Proposals

Upon a motion duly made, seconded and carried unanimously, the Board moved to accept the proposal from White Mechanical to replace the HVAC system in the Association's clubhouse at a cost of \$27,697.00, to be paid for out of reserve account #2439-0000.

Clubhouse Carpet
Replacement Proposals

Tabled to the March meeting so that Director Fournier may obtain the appropriate specifications for the best type and quality of carpet for the replacement.

Clubhouse Roof
Replacement Proposals

Upon a motion duly made, seconded and carried unanimously, the Board moved to accept the proposal from Allied Roofing to replace the pitched and flat roof sections on the Association's clubhouse at a cost of \$48,350.00, to be paid for out of reserve account #2453-1003. It was noted by Director Cox that the gaps in the plywood sheathing had been filled previously. Thus the proposal to replace the sheathing at a cost of \$6,600.00 was not approved.

Landscape Architect
Proposals

Upon a motion duly made, seconded and carried unanimously, the Board moved to invite Urban Arena to the March meeting so that they may present their expertise and answer any questions that the Board may have of them regarding their proposal.

**PARK PASEO HOMEOWNERS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
FEBRUARY 10, 2014**

NEW BUSINESS

New Business

Park Paseo Northstars –
Proposed Schedule and
Non-Resident Swimmers

Mr. Joe Miller, President of Park Paseo Northstars Board of Directors was in attendance to discuss the 2014 swim team season. Items discussed included the proposed schedule and the number of non-resident swimmers that would be allowed by the Association. The team is also requesting that the Association allow them to install, at the team's expense, a formal way to rope off both lengths of the pool for the purpose of separating the spectators from the pool itself. The Board recommended that the team contact Park Paseo resident Mike Knoell to advise on a method of installation, and to have a proposal from the team submitted to Management for inclusion in the agenda of the next Board meeting. Management was instructed to include the practice and meet schedules in the newsletter once they have been agreed upon, and to research the cost of mailing non-owner residents the newsletter as well. The Board considered the team's requested schedule in closed session and their decision will be submitted to the team by Management.

Christamon Pool Deck
Repair Proposals

Management was instructed to obtain a short-term repair proposal from Mike Knoell, Park Paseo resident and concrete contractor, for the urgent step repairs, and to request the Urban Arena address the pool deck and general pool area as part of their presentation at the March meeting.

Spa Heater
Replacement Proposal

Upon a motion duly made, seconded and carried unanimously, the Board moved to accept the proposal from Cal-Sparkle to replace the failing spa heater at a cost of \$2,585.89, to be paid for out of reserve account #2450-1002.

Prosa Pool Filters
Replacement Proposal

Tabled to the March meeting so that Management may obtain a second opinion on the necessity of replacing the filters.

**MANAGEMENT
REPORTS**

Management Reports

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

No further action is required at this time.

CORRESPONDENCE

Correspondence

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

**PARK PASEO HOMEOWNERS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
FEBRUARY 10, 2014**

ANNOUNCEMENT

The next General Session meeting of the Board of Directors is scheduled for Monday, March 10, 2014 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 to executive session at 9:22 p.m.

ATTEST

Name Title

Name Title