

**PARK PASEO HOMEOWNERS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
MAY 12, 2014**

NOTICE

The General Session meeting of the Park Paseo Homeowners Association Board of Directors was held on Monday, May 12, 2014, at the clubhouse located at 25 Christamon West, Irvine, California. The meeting agenda was posted at the clubhouse on Thursday, May 8, 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: Seven (7) Homeowners

CALL TO ORDER

Mike Krahelski, Board President, called the meeting to order at 7:07 p.m.

ANNOUNCEMENT

It was noted that an Executive Session Meeting was held prior to the General Session Meeting on May 12, 2014 for the purpose of discussing the following: member discipline, legal matters, contractual 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.

COMMITTEE REPORTS

Committee Reports

Architectural Committee

The minutes from the April 30, 2014 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.

Social Committee

Committee Co-Chair, Mrs. Peggy Cheng, reported on the planning for the Movie on the Green event. It was noted that the committee has ordered and received banners and yard signs for advertising future events to the membership, and will post them on or around May 20th to advertise the Movie on the Green event. Management was instructed to ensure that the irrigation is off the day before and the day of the event. Additionally, Mrs. Cheng reported that a Facebook page and Nextdoor site had been created online for the Association, and the Board approved the implementation of each. Management was instructed to include the web link to both sites in the newsletter and on the Association's website. Mrs. Cheng also submitted a survey for the Board to review prior to being submitted to the membership. The Board considered the content of the survey and instructed Management to report back to the Social Committee with a request that they resubmit a survey that is only related to social committee items. The Board will themselves work on a general community survey.

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Landscape & Aesthetics
Committee

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

Area 5-B Committee

There was a brief update from the Area 5-B Committee.

CONSENT CALENDAR

Consent Calendar

The Board reviewed the following Consent Calendar items for approval.

A. Minutes – April 14, 2014 Executive Session

B. Minutes – April 14, 2014 General Session

C. April 2014 Financial Statement

D. April 2014 Delinquency Report

E. Investment Authorizations

- Renew \$40,000.00 CD at Morgan Stanley for 6 months.
- Renew \$100,000 CD at Comerica for term that fits CD current laddering schedule.
- Withdraw \$150,000.00 from Morgan Stanley and transfer into Comerica CD laddering schedule per the following:
 1. \$50,000.00 at three (3) months.
 2. \$50,000.00 at six (6) months.
 3. \$50,000.00 at twelve (12) months.

F. Approval of Emergency Tree Removal Invoice

The Board reviewed an invoice from October of 2013 for the removal of a large pine tree that fallen over and into a private rear yard, in the amount of \$2,500.00

Upon a motion duly made, seconded and carried unanimously, the Board moved to approve consent calendar items A-E as submitted.

Item F was tabled to the June meeting for further review.

UNFINISHED BUSINESS

Unfinished Business

Clubhouse Carpet
Replacement Proposal

The Board reviewed proposals from Dave Talley Carpets and Wallach's Commercial flooring. Management was instructed to request that Dave Talley resubmit their bid so that it clearly states the following:

1. Labor is included.
2. All carpeted areas of clubhouse building are included.
3. Moving and replacing of all furniture, including pool tables, is included.
4. For carpet tile product, a neoprene-backed commercial grade product will be used (not shown in sample book).
5. Include with proposal cost of two (2) extra boxes of tiles.

Management was instructed to use this new proposal, once received, as a scope of work to be used to obtain two (2) more bids. Management was also instructed to arrange for carpet cleaning twice per calendar year. This will be included on the Annual Calendar of the Association.

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Christamon Pool Tot-Lot
Surface Proposal

Tabled to the June meeting. Management was instructed to:

1. Have Creative Recreational Systems assess the Christamon Pool area tot-lot (both structure and surface) before the June meeting, and invite them to the June meeting to discuss the assessment and the different replacement surface options.

71 Diamante
Block Wall Modification
Proposal

Tabled to the June meeting. Management was instructed to inform the homeowner that the Association is of the opinion that the wall in question is the shared responsibility of the homeowner and the Association, and, as such, the homeowner would be responsible for 50% of the modification costs if it was decided to proceed with the project.

Adoption of Rules

Upon a motion duly made, seconded and carried unanimously, the Board moved to adopt the following:

1. Conflict of Interest and Ethics Policy
2. Election and Voting Rules

Pursuant to Civil Code §4360(a), the proposed versions of the above were posted at the Clubhouse bulletin board on 3/17/14 for the required thirty (30) day comment period.

Management was instructed to deliver general notice of the rule changes noted above via posting at the Clubhouse bulletin board within fifteen (15) days as required by Civil Code §4045.

Management was instructed to change the title of the proposed "Email Privacy Policy" to "Privacy Policy" and repost for the thirty (30) day comment period.

NEW BUSINESS

New Business

Landscape
Detail/Trimming
Cycle Proposal

The Board reviewed a proposal from Harvest Landscaping, Inc. to shorten the detail and trimming cycle from six (6) to four (4) weeks. Management was instructed to seek landscape maintenance service proposals from other providers and report back at the June meeting.

Hydropoint
WeatherTRAK
Subscription Renewal

Upon a motion duly made, seconded and carried unanimously, the Board moved to renew the subscription for one (1) year, at a cost of \$225.00.

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Bee Hive(s)
Removal Proposal

Upon a motion duly made, seconded and carried by a vote of 4-to1 (Director Cox voted against), the Board moved to accept the proposal to remove the bee hives from the eight untrimmed windrow eucalyptus trees, at a cost of \$450.00 per tree, totaling \$3,600.00.

Windrow Eucalyptus
Risk Evaluation Proposal

Upon a motion duly made, seconded and carried unanimously, the Board moved to accept the proposal from RC Meador Arbor Consulting to perform a risk evaluation of the Association's windrow eucalyptus trees, at a cost not to exceed \$6,335.00.

Homeowner Request –
6 Entrada West

The Board reviewed a request from the homeowner that the jacaranda tree in the island in front of her driveway be removed. Management was instructed to request a proposal from Harvest Landscaping to be submitted for review at the June meeting of the Board of Directors.

Summer Pool Monitoring
Proposal

Upon a motion duly made, seconded and carried unanimously, the Board moved to accept the proposal from Safe Swim to provide pool monitoring services at the Christamon Pool from June 26 to September 14, at a cost of \$12,810.60.

Christamon Pool 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 Christamon Pool heater with three (3) Raypak Professional Series heaters, at a cost not to exceed \$19,500.00, to be paid for out of the reserve account for this item.

**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.

ANNOUNCEMENT

The next General Session meeting of the Board of Directors is scheduled for Monday, June 9, 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 at 9:33 p.m.

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ATTEST

Name

Title

Name

Title