

**PARK PASEO HOMEOWNERS ASSOCIATION  
MEETING OF THE BOARD OF DIRECTORS  
AUGUST 11, 2014**

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**NOTICE**

The General Session meeting of the Park Paseo Homeowners Association Board of Directors was held on Monday, August 11, 2014, at the clubhouse located at 25 Christamon West, Irvine, California. The meeting agenda was posted at the clubhouse on Thursday, August 7, 2014.

**PRESENT**

Directors Present: Mike Krahelski, President  
Brian Hagadorn, 1<sup>st</sup> Vice President  
Ric Cox, Secretary  
Tanja Fournier, Treasurer

Directors Absent: Shelley Cassity, 2<sup>nd</sup> Vice President

Representing PCM: Trevor Fenwick, CMCA  
Community Manager

Others Present: One (1) Homeowner

**CALL TO ORDER**

Mike Krahelski, Board President, called the meeting to order at 7:12 p.m.

**ANNOUNCEMENT**

It was noted that an Executive Session Meeting was held prior to the General Session Meeting on August 11, 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 July 2, 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.

Management was instructed to research the governing documents for references to the installation of second floor windows on the zero-lot-line side of homes.

Social Committee

There were no reports submitted regarding the Social Committee. The Board requested that the names of raffle winners no longer be included in the Park Press newsletter.

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Landscape & Aesthetics  
Committee

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

Area 5-B Committee

The Board reviewed correspondence from Area 5-B Committee member, Kevin Fournier, with regard to the current status of the project. The Irvine Company does not expect to have the tentative land map prepared until the end of the calendar year, and believes that the earliest models would open would be early 2016.

Management spoke with Robin Leftwich of the Irvine Company to discuss the damaged wall at the Alba "pie slice" and Ms. Leftwich indicated that the wall had not yet been repaired as they are planning to repair that wall as part of the perimeter wall installation project for the entire planning area. Ms. Leftwich indicated that the wall should be repaired by the end of August.

**CONSENT CALENDAR**    **Consent Calendar**

The Board reviewed the following Consent Calendar items for approval.

- A. Minutes – July 14, 2014 Executive Session**
- B. Minutes – July 14, 2014 General Session**
- C. July 2014 Financial Statement**
- D. July 2014 Delinquency Report**
- E. Lien Resolutions – Acct. #7761113**

Upon a motion duly made, seconded and carried unanimously, the Board moved to approve consent calendar item A with the following correction:

Page 2, Line 3 – Replace "Diamante" with "Delamesa"

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

**UNFINISHED BUSINESS**    **Unfinished Business**

Clubhouse Carpet  
Replacement Proposal

Management reported that the work is scheduled to commence on Tuesday, September 2, 2014. The work will be performed by Dave Talley Flooring.

Prosa Tot-Lot Sand  
Replacement

Management reported that the work is targeted to commence at the beginning of September 2014. The work will be performed by Great Western Parks.

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Christamon Pool Tot-Lot  
Surface Proposal

Management updated the Board on the progress in obtaining bids to install a poured-in-place rubber surface at the Christamon Tot-Lot. Management has received one proposal from Creative Recreational Systems. A second proposal was requested from Great Western Parks, but there has been an issue with their concerns over the potential liability of needing to remove a section of the perimeter fencing in order to allow for bobcat access for sand removal. Management will continue to seek additional bids for the work. It was noted that the method proposed by Creative Recreational Systems puts to use a proprietary sand treatment technology, which allows for the sand to be left in place, compacted, and treated in a manner that allows it to be used as a base surface, as opposed to removing the sand and pouring a concrete slab.

Management was instructed to have Creative Recreational Systems produce of list of locations where this “proprietary method” of installation has been performed in the past so the Board may visit the site(s) to review the work; the Board asked for installations that have been in place for a while – 4 to 5 years would be ideal.

Draft Schedule of  
Fines and Fees

Management was instructed to request of counsel that their opinion on the matter be prepared and ready for review at the September meeting.

**NEW BUSINESS**

**New Business**

2014 Annual Meeting

Upon a motion duly made, seconded and carried unanimously, the Board moved to set the date and for the annual meeting as October 21, 2014 at 8:00 PM per Article III, Section 1 of the bylaws of the Association. There will be two (2) seats up for election. Management was instructed to send out the call for candidates this month.

Upon a motion duly made, seconded and carried unanimously, the Board moved to set the record date for the election as October 6, 2014, per the bylaws of the Association. The record date establishes who is a member of the Association as of that date and, therefore, eligible to vote.

Inspector of Election  
Service Proposal

Upon a motion duly made, seconded and carried unanimously, the Board moved to accept exhibit B of the proposal from The Ballot Box to provide inspector of election services for the Association’s annual meeting, at a cost of \$375.00, to be paid for out of the operating account.

Draft 2014  
Reserve Study

Upon a motion duly made, seconded and carried unanimously, the Board moved to approve the draft 2014 reserve study as prepared by Reserve Data Analysis. The draft study calls for a monthly contribution of \$10,620.22.

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**Prosa Pool Vandalism**      The Board discussed the recent vandalism at the Prosa pool and how neighboring Associations handle similar situations. Management was instructed to file a police report for all future occurrences of vandalism, and to request an opinion from Association counsel as to how the Association may disseminate any information (pictures, videos, eyewitness reports, etc.) to the membership (e.g. posting at the pools, on the website, etc.)

Management was also instructed to request that the nightly security officer visit the Prosa pool before leaving the property for the night. At the present, the final inspection is done at 9:00 PM when the Prosa pool gates are locked.

**Tennis Court  
Electrical Outlets**

The Board discussed whether the Association should look into the cost of installing electrical outlets at the tennis courts for the purpose of allowing ball machines to be used. It was determined that this would likely lead to increase in the amount of coaching sessions that take place at the tennis courts, and that, because of this, no action will be taken on this item at this time.

**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.

Management was instructed to include contacts for handymen in the Park Press, and to include copies of any phone logs in the management report.

**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, September 8, 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 8:55 p.m.

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**ATTEST**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title