

**PARK PASEO HOMEOWNERS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
OCTOBER 20, 2014**

NOTICE

The General Session meeting of the Park Paseo Homeowners Association Board of Directors was held on Monday, October 20, 2014, at the clubhouse located at 25 Christamon West, Irvine, California. The meeting agenda was posted at the clubhouse on Thursday, October 16, 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: Rick Zarski, CCAM®
Executive Director of Training and Education
Helenne Asebez, Community Manager

Others Present: Three (3) Homeowners

CALL TO ORDER

Mike Krahelski, Board President, called the meeting to order at 7:03 p.m.

ANNOUNCEMENT

It was noted that an Executive Session Meeting was held prior to the General Session Meeting on October 20, 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 -

1. 13 Delamesa West - Architectural Application – submit to Architectural Committee
2. Discussion of Smoothie Social Event.
3. Landscape Safety

COMMITTEE REPORTS

Committee Reports

Architectural Committee

The minutes from the September 24, 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.

The Board directed management to forward the Architectural Application submitted to the Board during Homeowner forum for 13 Delamesa West to the Architectural Committee for review at their meeting on October 29th.

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Social Committee The Social Committee requested information when the newsletter will be sent out to all homeowners about the Smoothie Social Event. They also assured the Board that the event would be a social event and that no commercial/business would be done at the event. The Board advised the committee that the remaining balance in the budget for social events will be held over to 2015.

Landscape & Aesthetics Committee The Board reviewed the materials submitted by the Landscape and Aesthetics Committee:
Director Fournier, Chair of the Landscape and Aesthetics (L & A) Committee presented the minutes from the October 2, 2014 L & A meeting and a mission statement developed by the Committee that encompasses the design goals outlined in the Urban Arena Contract for the Landscape Renovation Project.

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

Committee Activities Article The Board reviewed a newspaper article in regards to requirements for committees. The Board directed management to send the article to be reviewed by the Association's Attorney.

CONSENT CALENDAR Consent Calendar

The Board reviewed the following Consent Calendar items for approval.

A. Minutes – September 8, 2014 Executive Session

B. Minutes – September 8, 2014 General Session

C. Financial Statements - September 2014

D. Reserve Investments

The existing portfolio has \$100K maturing in 6 months (4/15) and another \$100K maturing in a year (10/15). The following will supplement and extend the six month ladder and leave \$33K liquid:

From Money Market Accounts

Invest \$100K CD 12 mos. 0.48%

Invest \$100K CD 18 mos. 0.65%

Invest \$100K CD 24 mos. 0.95%

CD with 10/14/14 Maturity

Invest \$100K CD 24 mos. 0.95%

**E. Playground Equipment Repairs Ratification for Payment –
Associa On-Call invoice #867644 for \$900.00**

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

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UNFINISHED BUSINESS Unfinished Business

Eucalyptus Tree Health
Report

The Board reviewed a report from RC Meador Arbor Consulting of the condition of the eucalyptus trees throughout the property. The Board directed management to clarify why tree #1603 was not marked for removal due to its condition and to seek a proposal from Harvest to remove the 2-3 recommended trees and remove 3 recommended branches.

Clubhouse Carpet-
Dave Tally Flooring

Management reported that the work has been completed but that there are a few areas where the seams created by the placement of the carpet tiles need to be addressed by the installer. At the Boards request, management was requested to invite Dave Tally Carpets to November's Board Meeting to discuss installation issues. No final payment will be made to the contractor until the issues are resolved.

Prosa Tot-Lot Sand
Replacement –

Management reported that the work is targeted to commence the first week of November. The work will be performed by Great Western Parks. The Board is requesting the Community Manager of PCM to co-ordinate with Great Western Parks when work will commence and monitor the work to be done to ensure that it is performed in a clean and professional manner.

Christamon Pool Tot-Lot
Surface Proposal

Tabled until November pending additional bids.

Installation of Panic Bar
on Spa Gate Proposal

Tabled until November, pending additional bids.

Draft Schedule of
Fines and Fees

The Board reviewed a draft proposed revised fine policy and resolved to keep the existing version in place.

Pool Heater -
Turn Off Date:
Winter schedule
For other vendors

The Board requested that management instruct the pool maintenance company to immediately turn off the heaters for the Christamon Pool and wader and the Prosa pool. Of course, the Christamon spa heater will remain running year round. the Board also asked management to transition all the vendors to their winter schedules.

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NEW BUSINESS

Open Vendor Bids

New Business

The Board discussed open Three Phase Electric proposals. The Board resolved the following:

- Bid #LS-244403-CL table indefinitely
- Bid #FQ-246444JT – do not perform work as unnecessary
- Bid #LS-264441-JS – ask Three Phase to bid to put in a new circuit breaker dedicated to pool only.

Harvest Landscape-
Contract Price Increase Request

The Board reviewed a request from Harvest Landscape to increase the monthly service fee and tabled the request to the November meeting.

FYE 2015 –
Draft Budget

The Board reviewed the draft budget for FYE 2015 and tabled it to the November meeting.

Street Wrought Iron –
Painting Proposal

Upon a motion duly made, seconded and carried by approval of a 4-0 vote of the Board, a portion of invoice #093014 from Steve Cox was approved for man hours and monthly contract work in the amount of \$910.00. The Board is to review the painting done on the iron railings before the balance of \$1,485.00 is to be paid. Director Cox abstained from the vote.

**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.

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, November 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 at 9:05 p.m.

ATTEST

Name Title

Name Title

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