

**PARK PASEO HOMEOWNERS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
DECEMBER 08, 2014**

NOTICE

The General Session meeting of the Park Paseo Homeowners Association Board of Directors was held on Monday, December 8, 2014, at the clubhouse located at 25 Christamon West, Irvine, California. The meeting agenda was posted at the clubhouse at least four (4) days prior to the meeting.

PRESENT

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

Representing PCM: Trevor Fenwick, CMCA®, Community Manager
 Rick Zarski, CCAM®, Executive Director

Others Present: Two (2) Homeowners

CALL TO ORDER

The meeting was called to order at 7:21 p.m.

ANNOUNCEMENT

It was noted that an Executive Session Meeting was held prior to the General Session Meeting 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 Forum was held.

COMMITTEE REPORTS

Committee Reports

Architectural Committee

The minutes from the November 26, 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

No report.

Landscape & Aesthetics
Committee

The minutes from the November 21, 2014 meeting of the Landscape & Aesthetics Committee were submitted. Upon a motion duly made, seconded and carried unanimously, the Board moved to accept the minutes as submitted.

The Board reviewed the proposed plant palette as submitted by Urban Arena. Upon a motion duly made, seconded and carried unanimously, the Board moved to approve of the palette contingent upon the following.

1. Crape Myrtles shall be added to the palette.
2. Trees known for a high amount of "leaf drop" should not be used in the islands.

Area 5-B Committee

There was no report submitted regarding the Area 5-B Committee.

**PARK PASEO HOMEOWNERS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
DECEMBER 08, 2014**

CONSENT CALENDAR

Consent Calendar

The Board reviewed the following Consent Calendar items for approval.

- A. Minutes – November 10, 2014 Organizational Meeting**
- B. Minutes – November 10, 2014 General Session**
- C. Financial Statement - November 2014**
- D. Lien Resolutions - #7763077 and #7766035**
- E. Ratification of Approval of Spa Pump Replacement - \$1,131.79**
- F. Ratification of Approval of Gazebo Installation at 19 Christamon East**

Upon a motion duly made, seconded and carried unanimously, the Board moved to approve consent calendar items A through C, E and F. Item D was not approved as the Board cannot determine whether these accounts are in fact eligible for liens at this time.

UNFINISHED BUSINESS

Unfinished Business

Harvest Landscape-
Rate Increase Request

The Board reviewed a request from Harvest Landscape to increase the monthly service fee from \$10,200.00 to \$10,608.00 per month due to rising labor costs.

Upon a motion duly made, seconded and carried unanimously, the Board moved to approve of the increase, effective January 1, 2015.

Clubhouse Parking Lot

Director Giglia reported that he is scheduled to meet with the Santiago Hills Elementary School principal next week, and that a report on that meeting would be provided at the January meeting.

Eucalyptus Trees
Health Report

The Board reviewed correspondence from RCM Arbor Consulting with regard to why eucalyptus tree #1603 was not marked for removal due to its condition. The contractor performed a coring of the tree and determined that the shell wall of the tree is currently in a condition that does not require its removal, but that the tree should be monitored yearly. The report was accepted by the Board.

Upon a motion duly made, seconded and carried unanimously, the Board moved to authorize Management to approve of the full removal of tree numbers 1627 and 1628 and the branch removals at tree numbers 1615 and 1626, as previously recommended by RCM Arbor Consulting, by Harvest Landscaping at a cost not-to-exceed \$1,800.00.

Prosa Tot-Lot –
Sand Replacement

The Board reviewed correspondence between Management and Great Western Parks which indicated that the sub-contractor previously assigned to this work by the vendor had recently chosen not to perform work in Orange County; however, the vendor will honor the bid approval and purchase order. Management was instructed to inform the vendor that the deadline for completion will be January 31, 2015.

Christamon Tot-Lot –

**PARK PASEO HOMEOWNERS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
DECEMBER 08, 2014**

Rubber Surface Proposals Upon a motion duly made, seconded and carried by a vote of 4-1 (Director Cox voting against), the Board moved to approve the proposal from Dave Bang Associates to remove the existing sand at the Christamon tot-lot and install a poured-in-place rubber surface, at a cost of \$29,619.76 to be paid from the reserve account. Management was instructed to seek the opinion of the contractor of whether the concrete curb which surrounds the work site should be repaired before or after the removal and installation.

Spa Gate and
Prosa Pool Maintenance
Gate Panic Bars

It was determined that a panic bar is not required on the maintenance gate at the Prosa pool, but that an emergency exit sign shall be posted on the main gate per the OCHCA pool fencing guidelines. For the main Christamon pool spa gate, Management has requested that an OCHCA representative visit the property to make the appropriate determination, and will report on the findings at the January meeting.

NEW BUSINESS

New Business

30 Fortuna East – Paint
Scheme Variance Request

Upon a motion duly made, seconded and carried unanimously, the Board moved to deny the request by the homeowners to paint their front door in the color “Scarlet Past” as it is not a color prescribed by the architectural standards. Management was instructed to recommend to the homeowners that they consider the color “Spiced Berry” as it is an approved front door color.

37 Fortuna East – ARC
Decision Appeal

Upon a motion duly made, seconded and carried unanimously, the Board moved to approve the homeowner’s home improvement paint application to repaint their home in the existing colors as they are earth tones and meet the intentions of the architectural standards.

Legal Opinion Regarding
Committee Activities

The Board reviewed an opinion from legal counsel with regard to committees and their requirements under the Civil Code. It was determined that the Landscape & Aesthetics Committee shall operate in the same manner as the Architectural Committee, specifically with regard to notification of meetings and minute keeping.

Insurance Renewal
Proposals

Upon a motion duly made, seconded and carried unanimously, the Board moved to accept the proposal from Armstrong/Robitaille/Reigle to renew the Association’s insurance coverage at a cost of \$15,202.02. Management was instructed to revise the Amenities Checklist which was incorrectly completed by the vendor.

Clubhouse Patio Cover
Repair Proposal

Upon a motion duly made, seconded and carried unanimously, the Board moved to approve the proposal from Outdoor Designs to replace eleven (11) damaged slats in the clubhouse patio cover, at a cost of \$1,000.00.

**PARK PASEO HOMEOWNERS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
DECEMBER 08, 2014**

Common Area Trash Lid
Replacements Proposal

Upon a motion duly made, seconded and carried unanimously, the Board moved to approve the proposal from Quick Crete Products for the purchase of twelve (12) replacement metal trash can lids for the trash receptacles found throughout the community, at a cost of \$1,697.76, to be paid from the reserve account. Management was instructed to add to the annual calendar the yearly inspection and maintenance of these lids.

Patrol One – Rate
Increase Notification

Upon a motion duly made, seconded and carried unanimously, the Board moved to accept the contractor's inspection rate increase from \$9.89 to \$10.53 per inspection.

**MANAGEMENT
REPORTS**

Management Reports

The Board reviewed and filed the following monthly management reports: 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, January 12, 2015 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 9:30 p.m.

ATTEST

Name Title

Name Title