

**PARK PASEO HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
MONDAY, JANUARY 4, 2016
PARK PASEO CLUBHOUSE
25 CHRISTAMON WEST**

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| GENERAL SESSION MINUTES |
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I. CALL TO ORDER

The general session meeting was called to order by President Brian Hagadorn at 7:16 p.m. In accordance with California Civil Code § 4920, the meeting agenda was posted at the designated posting location (bulletin board) on Thursday, December 31, 2015.

DIRECTORS PRESENT

Brian Hagadorn
Ric Cox
Gus Aarnaes
Tanja Fournier
Bryan Giglia

DIRECTORS ABSENT

None

REPRESENTING PCM

Marybeth O. Green, CMCA[®], CCAM[®], MAEd

EXECUTIVE SESSION

An executive session meeting was held prior to and just after the general session for the purposes of discussing matters relating to legal advice from counsel, violations, member delinquency, personnel matters and approval of the previous executive session minutes.

II. HOMEOWNER FORUM

The following items were discussed by homeowners in attendance at the meeting:

- Arthur Schwarz of 17 Glorieta East requested again that a report he created be distributed to the membership at association expense.
- Shar Schroeder of 21 Delamesa East noted that several residents leave their trash cans out well in advance of trash day and after trash day as well. The Board directed that an article be included in the next newsletter about trash can courtesy.
- Tim Costello of 18 Kara East requested a timeline for the turf replacement project near his home. Tanja Fournier, Chair of the Landscape & Aesthetics Committee noted that the turf replacement project was slated to be completed by the end of April, weather permitting.
- Jerry Cheng of 1 Fortuna West requested the Board focus on replacing the pool decks.

III. COMMITTEE REPORTS

A. Architectural Committee

a. Architectural Committee Minutes

Motion: Fournier
Second: Hagadorn

Resolution: That the minutes from the December 16, 2015 Architectural Review Committee meeting be ratified as presented. Tanja Fournier requested that the template be improved to note the paint color applications and if there was a requested variance.

Ayes: Hagadorn, Cox, Aarnaes, Fournier, Giglia
Nays: None

b. Room Addition Request - 21 Ensueno West

The owners at 21 Ensueno West submitted an application for a room addition that was consistent with additions previously approved for that floorplan. As the square footage exceeds the stated limits, the Board must approve the variance as it has with other homes.

Motion: Cox
Second: Giglia

Resolution: That the variance requested by the owners at 21 Ensueno West be approved as presented.

Ayes: Hagadorn, Cox, Aarnaes, Fournier, Giglia
Nays: None

c. ARC Form/Guidelines Improvement

The modified ARC Form was posted at the bulletin board and noted in the newsletter for 30-day comment period. Additionally, the language outlining drought-tolerant plant and artificial turf policies were included for comment as well.

Motion: Aarnaes
Second: Hagadorn

Resolution: That the ARC Forms be modified to show which neighbors need to sign.

Resolution: That the ARC Guidelines be modified to reflect provisions for artificial turf and drought-tolerant plants. The Board directed that both changes be posted to the bulletin board and published in the newsletter.

Ayes: Hagadorn, Cox, Aarnaes, Fournier, Giglia
Nays: None

B. Landscape & Aesthetics Committee

The Landscape & Aesthetics Committee is slated to meet with the City of Irvine to discuss the entrance medians and cul-de-sac islands as previously approved.

C. Planning Area 5B Report

The Committee is scheduled to meet with the Irvine Ranch Water District the week of January 4, 2016 and will provide a report at the February Board meeting.

D. Social Committee

No report necessary.

E. Park Paseo Northstars

Jerry Cheng noted that if there is a fund amount determined that would be required to heat the pool in winter, the Board could submit that to the Northstars organization for potential reimbursement.

IV. MANAGEMENT REPORTS

The following reports were reviewed and filed:

- A. Action List
- B. Work Order Reports
- C. Site Visit Reports
- D. Financial Reports

V. MOTION CONSENT CALENDAR

Motion: Hagadorn
Second: Fournier

Resolution: That Consent Calendar items A – C be approved as presented.

A. November 2015 Financial Statements

Resolution: That the financial statements dated November 30, 2015 be approved as presented reflecting operating assets in the amount of \$262,731.18, reserve assets in the amount of \$725,051.83, receivables and other assets of \$16,092.54 for total assets of \$1,003,875.55.

B. Approval of Minutes – December 14, 2015

Resolution: That the Special General Session minutes dated December 14, 2015 be approved as presented.

C. Pool Log Storage Cabinet

Resolution: That Decksider be approved to install a storage cabinet for the pool logs for a total cost of \$294.83 with funds to be expensed from operating account #6515 (Building Repair & Maintenance) which has an annual budget of \$4,008.00.

Ayes: Hagadorn, Cox, Aarnaes, Fournier, Giglia
Nays: None

VI. UNFINISHED BUSINESS

A. Homeowner Survey

Motion: Cox
Second: Hagadorn

Resolution: That the homeowner survey be distributed to the membership as discussed with a mandatory return date of January 22, 2016 at 6:00 p.m. The Board directed that a self-addressed envelope be included, but not stamped.

Ayes: Hagadorn, Cox, Aarnaes, Fournier, Giglia
Nays: None

B. We Save Bees Contract

A motion regarding the We Save Bees contract was tabled to February.

VII. NEW BUSINESS

A. Holiday Light Contest Winners

Motion: Hagadorn
Second: Cox

Resolution: That the owners at 61 Diamante be named as the Holiday Light Decorating Contest winners for 2015. A \$50.00 Home Depot card is to be awarded and they will be mentioned in the next newsletter.

Ayes: Hagadorn, Cox, Aarnaes, Fournier, Giglia
Nays: None

B. Asphalt Repair Bid

A motion regarding the concrete gutter and brick repairs was tabled to the February meeting pending an additional proposal to remove the bricks and concrete at the clubhouse entry and replace them with asphalt.

C. Schick Records

Schick Records Management submitted a notice that the monthly storage fees would increase from \$40 to \$50, effective January 1, 2016. Management negotiated to retain the \$40 price, however, the Board determined it would consider removing all boxes once the office cleanout was complete.

D. Board Code of Conduct Adoption

Per discussion in executive session, the Board determined that further modifications were required to the proposed Code of Conduct before potential adoption at the February meeting.

E. Newsletter Topics

The following articles were requested to be included in the February news in addition to a summary of the January meeting:

- Reminder of survey completion
- ARC submittal process & paint color reminder
- Trash can rules
 - Do not park in cul-de-sacs on trash days
 - Place out no earlier than Sunday
 - Remove promptly
- Turf project update from the Landscape & Aesthetics Committee
- Show what is maintained by whom City vs. HOA (March news)
- Gus Aarnaes is Board Member of the month

VIII. NEXT MEETING

The next board of directors meeting is scheduled for Monday, February 1, 2016 with executive session at 6:30 p.m. and general session at 7:00 p.m. at the Clubhouse.

IX. ADJOURNMENT

There being no further business to come before the board in general session, the meeting was adjourned back to executive session at 9:09 p.m. by President Brian Hagadorn.

Printed Name/Title

Approval Signature

Date