

**PARK PASEO HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
MONDAY, MARCH 7, 2016
PARK PASEO CLUBHOUSE
25 CHRISTAMON WEST**

GENERAL SESSION MINUTES

I. CALL TO ORDER

The general session meeting was called to order by President Brian Hagadorn at 7:07 p.m. In accordance with California Civil Code § 4920, the meeting agenda was posted at the designated posting location (bulletin board) on Thursday, March 3, 2016.

DIRECTORS PRESENT

Brian Hagadorn
Ric Cox
Gus Aarnaes
Tanja Fournier

DIRECTORS ABSENT

Bryan Giglia

REPRESENTING PCM

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

EXECUTIVE SESSION

An executive session meeting was held prior to and then following 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:

- The owner of 20 Lucero West thanked the Board for getting the issues with upkeep at her neighbor's home resolved.
- The owner of 17 Glorieta East made note that there was no budget for pool monitors in 2016 and that there were several items that increased in the budget while others were zeroed out. The Board acknowledged that they did not plan to hire pool monitors in 2016 and management was directed to review the line item changes with the owner during clubhouse hours.
- The owner at 18 Kara East noted that the amperage at the clubhouse was not hearty enough to support use of all outlets and that grasses were coming through the mulch. He was informed of the electrical consultant proposals currently being sought and that the grasses had to be hand-pulled due to protests of the use of Roundup in the community. Harvest Landscape is exploring alternative, organic products for weed removal.

III. COMMITTEE REPORTS

A. Architectural Committee

a. Minutes Ratification – February 24, 2016

Motion: Cox
Second: Hagadorn

Resolution: That the minutes from the February 24, 2016 Architectural Review Committee meeting be ratified as presented.

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

b. Paint Variance Request

Motion: Hagadorn
Second: Fournier

Resolution: That the paint color variation request be approved as recommended by the Architectural Committee. The variation was granted to accommodate the vinyl siding color that is not changeable.

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

c. Solar Panel Guidelines

The Board of Directors requested the Architectural Committee to review the solar guidelines to allow for color coordination and placement of the boxes and cables. This is especially impactful for the zero-lot line homes.

B. Landscape & Aesthetics Committee

a. Harvest Landscape Reports

The January and February Harvest Landscape Reports were reviewed. The irrigation at Orange Arrow and Yale was off because the electric meter there went bad. SCE shut the electricity off and did not inform management or Harvest. To replace the pedestal that is required before SCE will install their new meter was \$3,495.00.

Motion: Fournier
Second: Hagadorn

Resolution: That Three Phase Electric be approved to install a new pedestal at Orange Avenue and Yale for a total cost of \$3,495.00 with funds to be expended from reserve account #3190 (Irrigation Reserves) that has a balance of \$31,642.84 as of February, 2016.

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

b. Roundup Application

The Board tabled discussion pending receipt of information from the OC Agricultural Commissioner's Office and proposals for organic pesticides.

c. Turf Replacement Project Update

Landscape & Aesthetics Committee Chair, Tanja Fournier reviewed the latest information from the Committee and noted that the \$288,000.00 reimbursement check was in process from the water district.

The Committee and Board met on February 8th to strategize on various planning areas, and they are slated to meet again on March 14th.

d. Committee Chair Reimbursement

Motion: Hagadorn
Second: Cox

Resolution: That Tanja Fournier be reimbursed in the amount of \$113.20 for display boards and printer ink with funds to be expended from operating account #5090 (Office Supplies) which has a budget remaining of \$6,665.20.

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

e. Landscape & Aesthetics Committee Appointment

Motion: Hagadorn
Second: Cox

Resolution: That Melanie Foster be ratified for appointment to the Landscape & Aesthetics Committee.

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

C. Planning Area 5B Report

The Committee met with the Irvine Ranch Water District in February. Further meetings are slated soon.

D. Social Committee

Peggy Cheng, Social Committee Chair, has presented the Committee's plan for Movie in the Park slated for Friday, May 20th.

Motion: Hagadorn
Second: Fournier

Resolution: That the Movie in the Park be approved as presented by the Social Committee with a budget of \$1,100.00 with funds to be expended from operating account #5200 (Community Events) which has a budget of \$3,504.00 for the year.

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

E. Park Paseo Northstars

The Board directed that the Northstars be requested to provide a full roster when available.

IV. MANAGEMENT REPORTS

The following reports were reviewed and filed:

- A. Action List
- B. Workorder Report
- C. Site Visit Reports
- D. Financial Reports

V. MOTION CONSENT CALENDAR

The use of the Consent Calendar will enable the Board to conduct its business in a more timely and efficient manner. If the Board agrees, it would be appropriate at this time to entertain a motion to accept the Consent Calendar as presented. Any items deemed inappropriate may be pulled from the Consent Calendar and excluded from the motion for additional discussion and separate motion.

Motion: Cox
Second: Hagadorn

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

A. February 2016 Financial Statements

Resolution: That the financial statements dated February, 2016 be approved as presented reflecting operating assets in the amount of \$242,863.60, reserve assets in the amount of \$768,343.36, receivables and other assets of \$29,455.05 for total assets of \$1,040,662.01.

B. CD Maturities

Resolution: That the CD's slated to mature on April 20, 2016 and May 13, 2016 be reinvested at maturity at the discretion of the Treasurer and President outside of a Board meeting with ratification via the financial statements at the appropriate meeting.

C. Approval of Minutes – February 1, 2016

Resolution: That the General Session minutes dated February 1, 2016 be approved as amended.

D. Approval of Special Session Minutes – February 8, 2016

Resolution: That the General Session minutes dated February 8, 2016 be approved as presented.

Ayes: Hagadorn, Cox, Aarnaes, Fournier

Nays: None

VI. UNFINISHED BUSINESS

A. Homeowner Survey

The Board directed that the association's legal counsel be asked if the survey results could be provided to members upon request with personal information redacted.

B. Pool Mastic Replacement

The pool mastic replacement project took place the week of February 22nd. A meeting is to be scheduled for Wednesday, March 16th at 2:00 p.m. at the clubhouse to discuss the items that have been completed in comparison to the contract.

C. Asphalt Repair Bid

Motion: Aarnaes

Second: Cox

Resolution: That Ben's Asphalt be approved to repair 17 linear feet of bricks for a total cost of \$1,512.00 with funds to be expended from reserve account #3220 (Asphalt Reserves) which has a balance of \$10,329.02 as of February, 2016.

Ayes: Hagadorn, Cox, Aarnaes, Fournier

Nays: None

VII. NEW BUSINESS

A. Tennis Court Rules

Motion: Hagadorn

Second: Cox

Resolution: That the tennis court rules be posted at the bulletin board for 30-day comment with final adoption at the May board meeting. The final rules will be distributed via 1st class mail for the members' records and made into signs.

Ayes: Hagadorn, Cox, Aarnaes, Fournier

Nays: None

B. Center Island Parking Issues

The Board directed Management to work with the City of Irvine on options to reduce parking issues at the cul-de-sac islands throughout the community. An article requesting resident cooperation is to be included in the next newsletter.

C. Decksider Performance

The Board directed that Decksider be notified of concerns that the pool cleaning associate is not performing his duties in accordance with their contract.

D. Security Cameras

The Board discussed security issues due to the recent graffiti incidents near the Prosa Pool. It was determined that more frequent visitation by Patrol One would be sufficient under current conditions.

E. Clubhouse Enhancement Project

The clubhouse renovation project was #5 on the homeowner survey. After reviewing the current reserve study recommendations and funding amounts, the Board instructed that the following projects be completed before the summer season:

- Paint the ceiling in the kitchen
- Replace the side door facing the tennis courts
- Repair or replace furniture as needed

F. Board Project Plan – 5 Year/10 Year/1 Year

2nd Vice President Gus Aarnaes requested the Board discuss the opportunity to create a 5-year, 10-year, and 1-year plan to focus the community's efforts. Per Board direction at the March 24th and November 9th 2015 meetings, the current priority project list was included for review.

G. Newsletter Ads

Owner Murray Faulk has asked if the HOA considers full-page ads in the newsletter and what kind of non-owner ads can be permitted. The Board established the following parameters for newsletter ads:

- No full page ads
- ¼ page is the maximum
- Ads that serve for-profit entities are \$25

H. Newsletter Topics

The following are suggested articles for the April news in addition to a summary of the March meeting:

- Turf project update
- Island parking courtesy, including sweep & trash days
- Northstars info
- Status summary of top 3 projects
- Proposed tennis court rules
- Auto-pay options & reminder of assessment increase/account number changes
- Pool heat schedule
- No lifeguards on duty

VIII. NEXT MEETING

The next board of directors meeting is scheduled for Monday, April 4, 2016 with executive session at 6:30 p.m. and general session at 7:00 p.m. at the Clubhouse. There is also a special general session meeting scheduled for Monday, March 14, 2016 at 6:00 with the Board of Directors and Landscape & Aesthetics Committee.

IX. ADJOURNMENT

There being no further business to come before the board in general session, the meeting was adjourned back to executive session at 9:10 p.m. by Board President Brian Hagadorn.

Printed Name/Title

Approval Signature

Date