

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

<b>GENERAL SESSION MINUTES</b>
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**I. CALL TO ORDER**

The general session meeting was called to order by President Brian Hagadorn at 7:01 p.m. In accordance with California Civil Code § 4920, the meeting agenda was posted at the designated posting location (bulletin board) on Thursday, March 31, 2016.

**DIRECTORS PRESENT**

Brian Hagadorn  
Bryan Giglia (in at 6:39)  
Gus Aarnaes  
Tanja Fournier

**DIRECTORS ABSENT**

Ric Cox

**REPRESENTING PCM**

Marybeth O. Green, CMCA®, CCAM®, MAEd

**EXECUTIVE SESSION**

An executive session meeting was held prior to the general session for the purposes of discussing matters relating to violations, member delinquency, 3<sup>rd</sup> party contracts and approval of the previous executive session minutes.

**II. HOMEOWNER FORUM**

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

- Leslee Effler, a member of the Landscape & Aesthetics Committee, volunteered to serve as point person for the clubhouse refresh. The Board instructed that Shar Schroeder should also be included as part of that project group.
- The owner at 9 Ensueno West expressed her concerns that a 3<sup>rd</sup> party was not used to tabulate the survey results instead of the Community Manager. It was noted that the Board had directed Management to tabulate those results, Management did not request to do so.

### **III. COMMITTEE REPORTS**

#### **A. Architectural Committee**

##### **a. Minutes Ratification – March 30, 2016**

Motion: Hagadorn

Second: Fournier

Resolution: That the minutes from the March 30, 2016 Architectural Review Committee meeting be ratified as presented.

Ayes: Hagadorn, Aarnaes, Fournier, Giglia

Nays: None

##### **b. Room Addition Request**

Motion: Hagadorn

Second: Giglia

Resolution: That 7 Lucero West be approved to replace their patio cover, and also to enclose it. The ARC approved it subject to Board review and approval.

Ayes: Hagadorn, Aarnaes, Fournier, Giglia

Nays: None

##### **c. Solar Panel Guidelines**

Motion: Hagadorn

Second: Aarnaes

Resolution: That the guidelines be approved as amended for distribution to the membership with the May billing statement and adoption in June. In the meantime, the ARC will still follow these parameters as part of their aesthetic evaluation.

Ayes: Hagadorn, Aarnaes, Fournier, Giglia

Nays: None

#### **B. Landscape & Aesthetics Committee**

##### **a. Irrigation Repairs**

A status report was provided noting that the irrigation at the corner of Yale and Orange Arrow was still subject to timing of Southern California Edison.

**b. Roundup Application**

It was noted that the Association is still awaiting information from the OC Agricultural Commissioner's Office and proposals for organic pesticides. No pesticide is being used currently.

**c. Turf Replacement Project Update**

Landscape & Aesthetics Committee Chair, Tanja Fournier provided an update on the progress and requested an additional Special Meeting be held with the Board and the Committee on Thursday, April 14, 2016 from 6:30 to 8:30 p.m. An agenda will be eBlasted and posted.

**d. Island Refurbishment**

Discussion regarding the island refurbishment project was tabled pending formulation of a more complete analysis by the Committee.

**e. Tree Trim Status**

Management is working with Harvest to modify the discrepancies where blue gums may have been trimmed erroneously.

**C. Orange Arrow Park Report**

Kevin Fournier, Chair of the Orange Arrow Park Committee noted that they are working with The Irvine Company and the Irvine Ranch Water District to review final plans for submittal to the Board for review. Their next meeting is slated with the IRWD on April 18, 2016.

**D. Social Committee**

The Movie in the Park is scheduled for Friday, May 20, 2016 at sunset. Peggy Cheng has also noted that she will not be in town for the 4<sup>th</sup> of July party. The Board directed that volunteers be solicited from the community to assist with the bike decoration event and to obtain a sound system.

**E. Park Paseo Northstars**

It was noted that the Northstars were in the process of completing sign-ups and that a roster would be provided for Board review.

**IV. MANAGEMENT REPORTS**

The following reports were reviewed and filed:

- A. Board Portal Instructions
- B. Action List
- C. Workorder Report
- D. Site Visit Reports

**V. MOTION CONSENT CALENDAR**

Motion: Hagadorn  
Second: Aarnaes

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

**A. Approval of Minutes – March 7, 2016**

Resolution: That the General Session minutes dated March 7, 2016 be approved as amended.

**B. Approval of Special Session Minutes – March 14, 2016**

Resolution: That the General Session minutes dated March 14, 2016 be approved as presented.

**C. Audit Approval**

Resolution: That the audit be approved as presented by Inouye, Shively & Klatt as presented and distributed to the membership by April 29, 2016 in accordance with California Civil Code and the association's governing documents.

Ayes: Hagadorn, Aarnaes, Fournier, Giglia

Nays: None

**VI. UNFINISHED BUSINESS**

**A. Homeowner Survey**

The Board noted that the homeowner comments would be available for review upon written request from owners. The comments would not include the owners' names or addresses to retain their expectations of privacy.

**B. Pool Mastic Replacement**

The Board directed that bids be obtained to replace the mastic at the clubhouse on the side by the tennis courts. It was agreed that the upper patio deck mastic did not need to be replaced at this time.

**C. Priority Project Review/Clubhouse Renovation**

A copy of the Board's priority projects was reviewed. The Board directed that the interior clubhouse refresh would be overseen by the Landscape & Aesthetics Committee and that the monument replacement project would be started in May.

**VII. NEW BUSINESS**

**A. Board Member Resignation**

Board President Brian Hagadorn has noted that he is selling his property and will then step down as a board member. The association's bylaws permit the Board to appoint an owner to fill the vacancy for the unexpired term which ends this October.

Motion: Fournier

Second: Aarnaes

Resolution: That Brian Hagadorn's resignation be accepted with regrets with an implementation date that coincides with the sale of his property.

Resolution: That a single mailing to the membership requesting candidates for appointment be distributed no later than April 8, 2016 with a deadline to submit candidacies for appointment of April 25, 2016 at 5:00 p.m.

Ayes: Aarnaes, Fournier, Giglia

Nays: None

Abstain: Hagadorn

#### **B. Graffiti Removal Challenges**

Due to the porous stones in the association's block walls, the graffiti removal projects have been a challenge. The Board directed that Management work with the City of Irvine to try their 3<sup>rd</sup> party removal services.

#### **C. Block Wall Repairs**

The owners at 30 Eden requested block wall repairs that they share in common with the Association.

Motion: Hagadorn

Second: Fournier

Resolution: That the owner be notified of the shared cost responsibilities and provided with the highest bid. It was also directed that Harvest's arborist should review this area with Gus Aarnaes to determine if the wall damage may be the sole responsibility of Park Paseo if the adjacent trees caused that damage.

Ayes: Hagadorn, Aarnaes, Fournier, Giglia

Nays: None

#### **D. Pool Deck Consultant**

The Board determined that a consultant would not be necessary to determine what areas of the deck should be repaired or replaced.

#### **E. Reserve Study Bids**

Motion: Hagadorn

Second: Aarnaes

Resolution: That RDA be approved to provide a reserve study with onsite inspection for a total cost of \$2,295.00 with funds to be expended from operating account #7005 (Consulting Services) which has an annual budget this year of \$3,000.00.

Ayes: Hagadorn, Aarnaes, Fournier, Giglia

Nays: None

**F. Garage Door Rules**

No modification to the garage door rules will be proposed to the membership.

**G. Potential for Irvine Police Department Presentation**

Management was directed that if this project could be organized and conducted outside of a regular board meeting, the Board would consent to its being held at the clubhouse for the community.

**H. Newsletter Topics**

The following articles were approved for the May news in addition to a summary of the April meeting:

- Turf project update
- Northstars info
- Status summary of top 3 projects
- IRWD/SCE issue at Yale & Orange Arrow
- Potential solar rule changes
- Solicit volunteers for 4<sup>th</sup> of July bike parade
- Movie in the Park details
- No lifeguard on duty reminder
- Pool rules
- Pool hours
- Water conservation tips
- Mail theft

**VIII. NEXT MEETING**

The next regularly scheduled board of directors meeting is slated for Monday, May 2, 2016 with executive session at 6:30 p.m. and general session at 7:00 p.m. at the Clubhouse. A special meeting of the Landscape & Aesthetics Committee is slated for Thursday, April 14, 2016 at 6:30 p.m. to review the clubhouse refresh and the turf replacement project.

Additionally, the Board agreed to move the regular meeting slated for the first Monday of July to June 27, 2016 (the Monday prior) to ensure that all planned events are addressed.

**IX. ADJOURNMENT**

There being no further business to come before the board in general session, the meeting was adjourned at 9:52 p.m. by Board President Brian Hagadorn.

\_\_\_\_\_  
Printed Name/Title

\_\_\_\_\_  
Approval Signature

\_\_\_\_\_  
Date