

**PARK PASEO HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
MONDAY, MAY 2, 2016  
PARK PASEO CLUBHOUSE  
25 CHRISTAMON WEST**

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

The general session meeting was called to order by President Brian Hagadorn at 7:12 p.m. In accordance with California Civil Code § 4920, the meeting agenda was posted at the designated posting location (bulletin board) on Thursday, April 28, 2016.

**DIRECTORS PRESENT**

Brian Hagadorn  
Ric Cox  
Bryan Giglia  
Gus Aarnaes  
Tanja Fournier

**DIRECTORS ABSENT**

None

**REPRESENTING PCM**

Marybeth O. Green, CMCA<sup>®</sup>, CCAM<sup>®</sup>, 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. BOARD MEMBER APPOINTMENT**

Board President Brian Hagadorn noted that he is selling his property and will step down as a board member, effective Tuesday, May 3, 2016. The association's bylaws permit the Board to appoint an owner to fill the vacancy for the unexpired term which is this October. Three owners submitted their resumes for consideration: Jeffrey S. McCoy, Yumi Renshus, and Jerry Cheng.

Motion: Cox  
Second: Hagadorn

Resolution: That Yumi Renshus be appointed to fill the remainder of the term left by Brian Hagadorn's resignation, effective May 3, 2016.

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

Motion: Hagadorn  
Second: Cox

Resolution: That Gus Aarnaes be appointed to serve as President and that Yumi Renshus take the officer position of 2<sup>nd</sup> Vice President.

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

### **III. HOMEOWNER FORUM**

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

- Shar Schroeder thanked Brian Hagadorn for his years of service.
- The owner at 6 Christamon West provided feedback about the tennis court rules for consideration by the Board. The Board would review these during the Unfinished Business portion of the agenda.
- The owner at 25 Glorieta West expressed concerns about the trash receptacles not being checked often enough. Management will contact Harvest to ensure that they are being emptied regularly.

### **III. COMMITTEE REPORTS**

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

##### **a. Minutes Ratification – April 27, 2016**

Motion: Cox  
Second: Aarnaes

Resolution: That the minutes from the April 27, 2016 Architectural Review Committee meeting be ratified as presented.

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

##### **b. Mailbox Guidelines**

Per Board direction at the April meeting, the ARC discussed potential mailbox approval for locked boxes. The Committee will work with the USPS to determine their requirements and will focus their efforts on both mailboxes and posts for potential adoption.

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

##### **a. Clubhouse Facelift**

Motion: Fournier  
Second: Hagadorn

Resolution: That two additional bids for clubhouse renovation consultants be obtained for review at the June meeting which would include an hourly rate to oversee and obtain bids to remove the wallpaper, paint, install new carpet, and purchase new furniture. The consultant bids will also be required to note if there is a cap for the number of hours spent (“not to exceed”).

Ayes: Hagadorn, Cox, Aarnaes, Fournier, Giglia

Nays: None

**b. Irrigation Repairs**

The irrigation at Orange Arrow and Yale is still off because the electric meter there went bad. SCE delayed the installation of the new pedestal, but the parts are in and Three Phase is prepared to install it once they get the approval. The SCE reps did meet with Three Phase on April 27<sup>th</sup> and an application was submitted to them for the work to be completed on April 28<sup>th</sup>.

**c. Roundup Application**

Still awaiting information from the OC Agricultural Commissioner’s Office and proposals for organic herbicides. No herbicide is being used currently.

**d. Turf Replacement Project Update**

Landscape & Aesthetics Committee Chair, Tanja Fournier reviewed the latest information from the Committee.

**e. Crape Myrtle Installation**

Per Tanja Fournier, there is a bare area in Area 7 that would benefit from the installation of more trees. The cost to install three (3) crape myrtle trees at Area 7 is not to exceed \$1,200.00.

Motion: Fournier

Second: Aarnaes

Resolution: That Harvest Landscape be approved to install three (3) 24” box crape myrtle trees in Area 7 for a cost not to exceed contract prices paid for prior 24” box trees, but no more than \$1,200.00 maximum with funds to be expended from operating account #6199 (Landscape Other) which has \$4,780.71 remaining in the budget for this fiscal year.

Ayes: Hagadorn, Cox, Aarnaes, Fournier, Giglia

Nays: None

**f. Tree Trim Status**

The tree trimming project is slated to be completed by the end of May. A copy of the schedule was included in the packet for Board review.

**g. Monument Sign Placement**

As the L&A Committee focuses efforts on the monument sign project, the Board directed that the monument at the clubhouse should be replaced and a monument at the corner of Orange Arrow and Yale on the clubhouse side should be added. The clubhouse monument should be different in design from the Yale monument. In the future, the Board will consider a potential 3<sup>rd</sup> monument on the Prosa side of Orange Arrow and Yale.

**h. Tot Lot Chip Replacement**

The Board directed that three (3) bids be obtained to top off and/or “fluff up” the existing wood chips at the tot lots and also to replace the wood chips with sand. The Board will review these options at the June meeting.

**C. Orange Arrow Park Report**

The Orange Arrow Park Committee noted that plans were expected to arrive soon from The Irvine Company. The Board directed that any agreement be sent to Brad Walker for review.

**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. No one has submitted interest in volunteering.

A suggestion was made that the Board consider a “Welcoming Committee” to greet new residents in the community. This will be reviewed at a future meeting.

**E. Park Paseo Northstars**

The current roster was reviewed and determined that none of the members were in violation or are delinquent. It was noted that the Swim Team function was to sponsor and run the 4<sup>th</sup> of July event including running the concession stand, orchestrating swim races, obtaining and setting up the PA system, having the fire truck arrive, and assisting with the bike decoration. Management will assist this year with the bike parade as well.

**IV. MANAGEMENT REPORTS**

The following reports were reviewed and filed:

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

## **V. MOTION CONSENT CALENDAR**

Motion: Hagadorn  
Second: Aarnaes

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

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

### **A. Approval of Financials – March, 2016**

Resolution: That the financial statements dated March, 2016 be approved as presented reflecting cash in the operating account in the amount of \$221,127.36, reserves in the amount of \$783,455.76, other assets of \$26,533.80 for total assets of \$1,031,116.92.

### **B. Approval of Minutes – April 4, 2016**

Resolution: That the General Session minutes dated April 4, 2016 be approved as amended.

### **C. Approval of Special Session Minutes – April 14, 2016**

Resolution: That the General Session minutes dated April 14, 2016 be approved as amended.

### **D. Side Mastic Replacement**

Resolution: That Alan Smith Pools be approved to replace the side walkway mastic for a total cost of \$2,401.00 with funds to be expended from reserve account #3140 (Deck Reserves), which has a balance of \$36,275.10 as of March, 2016.

### **E. Lost & Found Box**

Resolution: That a storage box from U-Line be approved for use as a Lost & Found receptacle in the patio deck area.

## **VI. UNFINISHED BUSINESS**

### **A. Tennis Court Rule Revisions**

Motion: Cox  
Second: Hagadorn

Resolution: That the tennis court rules be adopted as amended and submitted to the membership with the next newsletter.

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

## **VII. NEW BUSINESS**

### **A. Board Member Appointment**

This item was moved to the beginning of the meeting.

### **B. Pool Rule Changes**

The pool rules do not reflect the existing circumstances at Park Paseo including references to pool monitors and diving boards. Management was directed to work with Ric Cox to create modified rules for Board review at the next meeting.

### **C. Pathway Lighting Bids**

Per Board direction at the April meeting, preliminary lighting bids were sought from Three Phase Electric, LU Electrical and EIE. The Landscape & Aesthetics Committee will review and determine potential light types before final bids are obtained.

### **D. Pest Control Options**

Management met with Terminix to review the type of spray they use at the clubhouse. In light of recent chemical concerns, they offered that they can go organic with an effective material that does have an odor. The current chemical solution is odorless, but contains toxins that are rated as safe by the EPA. The Board directed that the organic spray be used going forward.

### **E. Landscape Beautification Award**

The Board directed that an article be run in the next newsletter to recognize the landscape award winner at 20 Entrada West and thanking the owners who nominated them.

### **F. Clubhouse Door**

Gus Aarnaes and Management met with a representative from 21<sup>st</sup> Century Doors for potential replacement of the clubhouse doors. They have recommended a synthetic material called Accoya which can be painted. Other bids have been solicited with measurement meetings slated for the week of April 4<sup>th</sup>.

### **G. Newsletter Topics**

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

- Turf project update
- Brown is the new green ≠ unkempt
- Northstars info
- Status summary of top 3 projects
- IRWD/SCE issue at Yale & Orange Arrow
- Solicit volunteers for 4<sup>th</sup> of July celebration
- Teaser for 4<sup>th</sup> of July celebration
- Summer noise reminder
- Landscape award

**VIII. NEXT MEETING**

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

**IX. ADJOURNMENT TO SPECIAL EXECUTIVE SESSION**

There being no further business to come before the board in general session, the meeting was adjourned to a special executive session to discuss 3<sup>rd</sup> party contracts at 9:36 p.m. by Board President Brian Hagadorn.

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Printed Name/Title

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Approval Signature

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Date