

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

GENERAL SESSION MINUTES

I. CALL TO ORDER

The general session meeting of the Board of Directors was called to order by Board President Gus Aarnaes at 7:09 p.m. In accordance with California Civil Code § 4920, the meeting agenda was posted at the designated posting location (bulletin board) on Thursday, October 27, 2016.

DIRECTORS PRESENT

Gus Aarnaes
Ric Cox
Yumi Renshus
Mina Brooks

DIRECTORS ABSENT

None

ASSOCIA-PCM

Marybeth O. Green, CMCA®, CCAM®, MAEd
Lisa Gross, Senior Community Manager

EXECUTIVE SESSION

An executive session meeting was held prior to, and just following, the general session to discuss matters related to member discipline, member delinquency, third party contracts, and approval of previous executive session minutes.

II. ANNUAL MEETING ACKNOWLEDGEMENTS/ORGANIZATIONAL MEETING

a. Board Member Resignation

Board Treasurer Tanja Fournier has resigned her position effective November 3, 2016. Vacancies are filled by appointment by the remaining Board members.

Resolution: That Tanja Fournier's resignation be accepted with regrets and that Candidate Statement forms be submitted to all members via mail and eBlast for review at the December meeting.

Ayes: Aarnaes, Cox, Renshus, Brooks
Nays: None

b. Board Member Recognition

Bryan Giglia & Tanja Fournier were unable to attend the meeting for the purpose of thanking them for their service to the community, however their gifts were provided to others to deliver on behalf of the association.

c. Annual Meeting Procedure Update

The Board directed that a note be added to the Annual Calendar to review whether a Candidates' Forum be held in an election where more people were running than there were open positions.

d. Organizational Meeting

Motion: Cox
Second: Brooks

Resolution: That the following officer positions be held for the upcoming year:

President – Gus Aarnaes
Vice President – Ric Cox
Secretary – Yumi Renshus
Treasurer – Mina Brooks

Ayes: Aarnaes, Cox, Renshus, Brooks
Nays: None

III. HOMEOWNER FORUM

No owners brought issues before the Board at this time.

IV. COMMITTEE REPORTS

A. Architectural Committee

a. Minutes Ratification

Motion: Cox
Second: Brooks

Resolution: That the minutes from the October 26, 2016 Architectural Review Committee meeting be ratified as presented.

Ayes: Aarnaes, Cox, Renshus, Brooks
Nays: None

B. Orange Arrow Park Report

Kevin Fournier was in attendance to provide an update to the Board regarding the Orange Arrow park project. At this time, the Board agreed that the Association will withdraw support for the project, and Kevin will email

talking points for letters to be sent to IRWD, The Irvine Company, and the City of Irvine.

TEMPORARY ADJOURNMENT

The meeting was temporarily adjourned by Board President Gus Aarnaes at 8:25 p.m.

RECONVENEMENT

The general session meeting was reconvened at 8:33 p.m. by Board President Gus Aarnaes.

C. Landscape and Aesthetics Committee

a. Bollard Clarifications

The Board directed that the following parameters be used for the bollard lights: (1) bronze color; (2) light brightness of 3000K.

b. Clubhouse Facelift

The clubhouse facelift is complete with the following issues still remaining:

- Exterior door still on order
- TV in process – The Board directed that Brian Grochow be requested to provide a proposal to install a TV & that once the TV is installed, it is only to be used with the rental of the clubhouse
- Baseboard at men's room wall
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Additionally, the following items were discussed:

- Wi-fi accessibility – Management to work with AT+T on potential guest logins
- Three potential future items:
 - Wall hanging above fireplace
 - Additional gaming board upstairs (e.g., foosball)
- Art contest consideration
- Potential increase to fees – This would include use of new technology equipment

c. Turf Replacement Project Update

No update was available at this time. The Board directed that Harvest be requested to provide a bid for modest landscape in the Orange Arrow park area.

d. Monument Sign Update

The Landscape & Aesthetics Committee has been focused on completion of the clubhouse renovation project.

V. MANAGEMENT REPORTS

The following reports were reviewed and filed:

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

VI. MOTION CONSENT CALENDAR

Motion: Cox
Second: Aarnaes

Resolution: That Consent Calendar items A & B be approved as amended.

A. Approval of Financials – September 30, 2016

Resolution: That the financial statements dated September 30, 2016 be approved as presented reflecting cash in the operating account in the amount of \$337,969.73, reserves in the amount of \$839,980.01, accounts receivable of \$4,323.56, prepaid expenses of \$4,740.70, other current assets of -\$44.00 for total assets of \$1,186,970.00.

B. Approval of Minutes – October 10, 2016

Resolution: That the General Session minutes dated October 10, 2016 be approved as amended.

Ayes: Aarnaes, Cox, Renshus, Brooks
Nays: None

VII. UNFINISHED BUSINESS

A. Reserve Study Review

Motion: Cox
Second: Brooks

Resolution: That the 2017 reserve study be approved as amended by RDA.

Ayes: Aarnaes, Cox, Renshus, Brooks
Nays: None

B. 2017 Budget Review

Motion: Cox
Second: Brooks

Resolution: That the 2017 draft budget be approved as amended reflecting a per door, per month assessment of \$106.00, effective January 1, 2017.

Ayes: Aarnaes, Cox, Renshus, Brooks

Nays: None

VIII. NEW BUSINESS

A. Total Dissolved Solids (TDS) Reduction

The Board tabled discussion of the TDS reduction opportunities to the February meeting.

B. Newsletter Topics

The following articles will be included in the December news in addition to a summary of the November meeting:

- Status summary of top 3 projects
- Lost & Found reminder
- Box Tops for Education
- Holiday Home Decoration Contest
- New Budget Information
- Globulus will be trimmed in January
- Sidewalk & wall repairs
- Candidate statements

IX. NEXT MEETING

The next board of directors meeting is scheduled for Monday, December 12, 2016. Executive session to begin at 6:30 p.m. and general session at 7:00 p.m. at the Clubhouse.

X. ADJOURNMENT

There being no further business to come before the Board in general session, the meeting was adjourned back to executive session at 10:46 p.m. by Board President Gus Aarnaes.

Printed Name/Title

Approval Signature

Date