

**PARK PASEO HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
MONDAY, FEBRUARY 13, 2017
PARK PASEO CLUBHOUSE
25 CHRISTAMON WEST**

GENERAL SESSION MINUTES

I. CALL TO ORDER

The general session board of directors meeting was called to order by Board Vice President Ric Cox at 7:04 p.m. In accordance with California Civil Code § 4920, the meeting agenda was posted at the designated posting location (bulletin board) on Thursday, February 9, 2017.

DIRECTORS PRESENT

Ric Cox
Kal Patel
Mina Brooks
Yumi Renshus

DIRECTORS ABSENT

Gus Aarnaes

ASSOCIA-PCM

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

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. HOMEOWNER FORUM

There were three homeowners present. One asked about the status of installing boulders on Alba, which was on the agenda for approval.

III. COMMITTEE REPORTS

A. Architectural Committee

1. Minutes Ratification

Motion: Cox
Second: Renshus

Resolution: That the minutes from the January 25, 2017 Architectural Committee meeting be ratified as presented.

Ayes: Cox, Patel, Brooks, Renshus

Nays: None

2. Roof Color Approval

Motion: Patel

Second: Brooks

Resolution: That the following roof paint colors be approved for submittal to the membership for an architectural guideline change as provided by Nutech Roof Coatings:

- Wheat
- Sandstone
- Sahara
- Sienna
- Terra Cotta
- Grecian Terra Cotta
- Earl Grey
- Shale Grey

Ayes: Cox, Patel, Brooks, Renshus

Nays: None

B. Northstars 2017 Season

Jerry Cheng, this year's Chair of the Park Paseo Northstars was in attendance to discuss the upcoming swim season schedule.

Motion: Cox

Second: Renshus

Resolution: That the Northstars be approved to use the facilities with the conditions that (1) each non-resident will be charged a \$75 fee per swimmer; (2) the association will provide \$500.00 to the Northstars to help offset expenses; and (3) all non-residents will have a resident "sponsor" to ensure compliance with the association's guidelines.

Ayes: Cox, Patel, Brooks, Renshus

Nays: None

Motion: Renshus

Second: Patel

Resolution: That the maximum number of outside participants be limited to 30 for the 2017 season.

Ayes: Patel, Brooks, Renshus

Nays: Cox

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

Motion: Brooks
Second: Renshus

Resolution: That Consent Calendar items A & C be approved as presented, item B as amended.

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

A. Financial Report – December 31, 2016

It is board policy to review the draft financial statements at each general session board meeting. Associa-PCM has prepared and attached the December 31, 2016 financial statements for review and approval by the board.

The notable highlights as of December 31, 2016 are as follows:

Operating Funds*	256,689.83
Reserve Funds	807,566.78
Accounts Receivable**	(16,014.89)
Prepaid Expenses	318.49
Other Current Assets	(104.00)
Total Assets	\$1,048,456.21
Total Liabilities	\$ 47,954.40
Current Year Net Income or (Loss)	\$ (6,436.62)

*Reflects \$83,696.19 due from operating to reserves due to outstanding reserve transfers.

**Included in the Accounts Receivable are 3 accounts that are in collections and allowance for doubtful accounts (if any). See the Delinquency Report for details.

Resolution: That the December 31, 2016 financial statements be approved as presented.

B. Approval of Minutes – January 9, 2017

Resolution: That the General Session minutes dated January 9, 2017 be approved as amended.

C. Lien Approvals

Resolution: That account #00180-0814 and # 00180-2016 be liened in accordance with the association's assessment collection policy.

VI. UNFINISHED BUSINESS

A. Clubhouse Facelift

Motion: Cox
Second: Renshus

Resolution: That the clubhouse rental rules be submitted to the membership for potential amendment to (1) change Friday and Saturday fees from \$200 to \$225; (2) change holiday fees from \$200 or \$175 to \$225; (3) add a charge of \$50.00 for damaging or failing to return a remote; and (4) remove dance floor provisions.

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

B. Plant Material Bids

Motion: Cox
Second: Brooks

Resolution: That Harvest Landscape be approved to install boulders on Alba for a total cost of \$300.00 with funds to be expended from operating account #6199 (Landscape Other) which has an annual budget of \$22,841.12.

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

C. Total Dissolved Solids

The Board determined that the Total Dissolved Solids (TDS) count had reduced substantially enough with the recent rains to warrant foregoing any treatment this year.

D. Clubhouse Electrical Work

Motion: Cox
Second: Patel

Resolution: That Brian Grochow be approved to install two (2) full circuit breakers of at least 20 – 30 amps for a total cost of \$800.00 with funds to be expended from operating account #6600 (General Repair & Maintenance) which has an annual budget of \$22,000.00.

Ayes: Cox, Patel, Brooks, Renshus

Nays: None

E. Goal Setting

This item was tabled pending attendance at the meeting by all Board Members.

VII. NEW BUSINESS

A. Barbecue Purchase – Spa Area

A motion regarding the purchase and installation of a new barbecue at the spa area was tabled pending receipt of a bid from the prior installers, Anaheim Patio & Fireside.

B. Movie in the Park Night

The Board determined that Movie in the Park Night will be set for Friday, May 19, 2017. Associa-PCM will coordinate the event and volunteers to assist that evening will be solicited via the newsletter.

C. Screen Door for Front-Facing

A motion regarding the potential rule change to permit screen door installation for front-facing doors was tabled pending further discussion.

D. Irvine Barking Dog Policy

The City of Irvine Barking Dog Policy will be run in a future Park Press newsletter.

E. Pool Heat Turn On Date

The Board clarified that the pool heat is slated to turn on the Tuesday before IUSD's Spring Break. The Annual Calendar was updated accordingly.

F. Newsletter Topics

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

- Status summary of top 3 projects
- Street parking provisions
- Holiday light reminder
- Clubhouse deposit rule change
- Solicit volunteers for Movie in the Park
- Northstars season announcement
- Pool heat date
- Roof paint rule change

VIII. NEXT MEETING

The next board of directors meeting is scheduled for Monday, March 13, 2017. Executive session to begin 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 9:30 p.m. by Board Vice President Ric Cox.

Printed Name/Title

Approval Signature

Date