

**PARK PASEO HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
MONDAY, APRIL 10, 2017  
PARK PASEO CLUBHOUSE  
25 CHRISTAMON WEST**

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

The general session board of directors meeting was called to order by Board President Gus Aarnaes at 7:17 p.m. In accordance with California Civil Code § 4920, the meeting agenda was posted at the designated posting location (bulletin board) on Thursday, April 6, 2017.

**DIRECTORS PRESENT**

Gus Aarnaes  
Ric Cox  
Kal Patel  
Mina Brooks  
Yumi Renshus

**DIRECTORS ABSENT**

None

**ASSOCIA-PCM**

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

**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 five (5) homeowners present.

Items discussed are as follows:

- IRWD Meeting update – pictures included and supplied by Ric Cox
- Orange Arrow Park – status
- Clubhouse deposit refund request
- Roundup use in the community and possible use at Santiago Hills

### **III. COMMITTEE REPORTS**

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

##### **1. Minutes Ratification**

Motion: Cox  
Second: Patel

Resolution: That the minutes from the March 29, 2017 Architectural Committee meeting be ratified as presented.

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

##### **2. Roof Color Change Rule**

Motion: Cox  
Second: Brooks

Resolution: That the roof color change rule be approved as submitted to allow residents to select the approved colors when submitting an architectural application for review and approval. Residents must contact Nutech Paints for roof colors that include Wheat, Sandstone, Sahara, Grecian Terra Cotta, Earl Gray and Shale Gray.

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

##### **3. Security/Screen Door – Front Facing Homes**

The security screen door selections for front facing homes were tabled for further recommendations by the architectural committee and will be presented at the May 8, 2017 meeting for further review.

#### **B. Northstars 2017 Season**

No discussion was had at this meeting.

### **IV. MANAGEMENT REPORTS**

The following reports were reviewed and filed:

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

### **V. MOTION CONSENT CALENDAR**

Motion: Cox  
Second: Aarnaes

Resolution: That Consent Calendar items A - D be approved as presented,

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

**A. Financial Report – February 28, 2017**

It is board policy to review the draft financial statements at each general session board meeting. Associa-PCM has prepared and attached the February 28, 2017 financial statements for review and approval by the board.

The notable highlights as of February 28, 2017 are as follows:

Operating Funds*	256,586.32
Reserve Funds	829,015.48
Accounts Receivable**	(16,459.93)
Prepaid Expenses (Includes Insurance)	18,212.26
Other Current Assets	(104.00)
<b>Total Assets</b>	<b>\$1,087,250.13</b>
<b>Total Liabilities</b>	<b>\$ 53,567.58</b>
<b>Current Year Net Income or (Loss)</b>	<b>\$ 11,732.03</b>

\*Reflects \$13,680.99 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 February 28, 2017 financial statements be approved as presented.

**B. Approval of Minutes – March 13, 2017**

Resolution: That the General Session minutes dated March 13, 2017 be approved as amended.

**C. Reserve Study Bids**

Resolution: That RDA be approved to perform a reserve study for the 2018 budget for a cost of \$1,695.00 with funds to be expended from operating account #5105 (Reserve Studies) which has an annual budget of \$1,700.00.

**D. Audit Approval**

Resolution: That the audit prepared by Inouye, Shively & Klatt be approved as presented for distribution to the membership in accordance with the Association's annual calendar.

**VI. UNFINISHED BUSINESS**

**A. Clubhouse Facelift**

The Board directed an article be included in the next newsletter to solicit for potential art exhibits on rotation.

**B. Clubhouse Rule Changes**

Motion: Cox  
Second: Renshus

Resolution: That Friday & Saturday rentals increase from \$200.00 to \$225.00; Holiday rentals increase from \$175.00 or \$200.00 to \$225.00; loss or damage of remotes to result in \$50.00 reduction from deposit; and references to dancefloors be eliminated as published to the membership in the newsletter.

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

**C. Plant Material Bids**

The Orange Arrow rendering plot plan submitted by Harvest Landscape for landscape enhancement was tabled for review at the May 8, 2017 meeting.

**D. Irrigation Drip Line Proposals**

The irrigation drip line proposals submitted by Harvest Landscape for water conservation and avoidance of excessive water runoff for areas located near the Prosa pool area, Delamesa West near school, and Ninos wall across from Delamesa were tabled for review at the May 8, 2017 meeting.

**E. Planting Proposal – Hicks Canyon & Yale**

Motion: Cox  
Second: Aarnaes

Resolution: That the proposal submitted by Harvest Landscape for plant material installation at the corner of Hicks Canyon & Yale at a cost of \$496.00 be approved as presented with funds to be expended from operating account #6199 (Landscape Other) which has \$21,294.66 remaining in this fiscal year as of February 28, 2017.

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

#### **F. Monument Sign Installations**

As no plans were available for review, the discussion of monument signs was tabled for further discussion at the May 8, 2017 meeting. Management was directed to work with Promotional Signs in Costa Mesa to create a new Park Paseo monument sign using the tree emblem.

#### **G. Address Lighting**

Management was directed to perform onsite inspections for homes that do not follow the lighting requirements as determined by the City of Irvine.

#### **H. Goal Setting**

The goal setting discussion was tabled until the May 8, 2017 meeting to allow the Board to determine both short term and long term goals for upcoming work in the community.

### **VII. NEW BUSINESS**

#### **A. Security Camera Rule**

Management was directed to forward any information found as it relates to security camera rules in other associations and request that the association's legal counsel provide guidance on setting new security camera rules. The association does not have security camera rules in place to date.

#### **B. Newsletter Topics**

The Board discussed articles for the upcoming May newsletter:

- Status of top 3 projects
- Board Member Bios – Gus Aarnaes
- Volunteers for Movie in the Park Night – Friday, May 19, 2017
- Northstars Update
- Volunteers for July 4<sup>th</sup> Holiday
- No lifeguard on Duty Reminder
- Pool Rule Reminders
- Pool Hours
- Water Conservation Tips
- Wi-Fi Availability – Password location in Clubhouse Window facing Pool
- Drought is over – Residents must keep grass green – Enforcement effective July 1, 2017
- Calling all Artists
- ACH Instructions – Monthly Assessment Bill Pay
- No Glass Containers – Pool Area

- Remind Residents – Clubhouse has Pool Tables (2) and Ping Pong Table (1)
- Reminder to Residents – No tossing of pool furniture into pool
- Pool Furniture – Remind residents not to stand on pool furniture at anytime

**VIII. CORRESPONDENCE FOR REVIEW**

The correspondence was reviewed and filed.

**IX. NEXT MEETING**

The next board of directors meeting is scheduled for Monday, May 8, 2017. 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 9:16 p.m. by Board President Gus Aarnaes.

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Printed Name/Title

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Approval Signature

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Date