

**PARK PASEO HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
MONDAY, MAY 8, 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 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, May 4, 2017.

DIRECTORS PRESENT

Gus Aarnaes
Kal Patel
Mina Brooks
Yumi Renshus

DIRECTORS ABSENT

Ric Cox

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 five (5) homeowners present and two (2) guests. Items discussed are as follows:

- o Art for Clubhouse Display / Open House to Meet Artists
- o Used Tennis Ball Foundation
- o City of Irvine Traffic Division – Blind Spot Areas in Community
- o NorthStar Swim Team Update

III. COMMITTEE REPORTS

A. Architectural Committee

1. Minutes Ratification

Motion: Renshus
Second: Aarnaes

Resolution: That the minutes from the April 26, 2017 Architectural Committee meeting be ratified as presented.

Ayes: Aarnaes, Patel, Brooks, Renshus

Nays: None

2. Security Door Approvals – Front Facing

Motion: Renshus

Second: Brooks

Resolution: That the security screen door recommendations made by the architectural committee be approved to allow for single and double security screen doors that will be white, black, or bronze in color.

Ayes: Aarnaes, Patel, Brooks, Renshus

Nays: None

B. Northstars 2017 Season

Jerry Cheng, President for the 2017 NorthStar Swim Team gave an update on current registration for the upcoming swim season and presented to those in attendance a slide show.

Motion: Brooks

Second: Renshus

Resolution: That the NorthStars coach's son be approved to participate above the stated non-resident participants permitted.

Ayes: Aarnaes, Patel, Brooks, Renshus

Nays: None

Motion: Brooks

Second: Patel

Resolution: That an additional fifteen (15) non-residents for a total of sixteen (16) additional participants be permitted to sign up for the NorthStars swim team for a fee of \$75.00 per child.

Ayes: Aarnaes, Patel, Brooks, Renshus

Nays: None

IV. MANAGEMENT REPORTS

The following reports were reviewed and filed:

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

V. MOTION CONSENT CALENDAR

Motion: Aarnaes
Second: Brooks

Resolution: That Consent Calendar items A and B be approved as presented.

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

A. Financial Report – March 31, 2017

It is board policy to review the draft financial statements at each general session board meeting. Associa-PCM has prepared and attached the March 31, 2017 financial statements for review and approval by the board.

The notable highlights as of March 31, 2017 are as follows:

Operating Funds*	282,581.27
Reserve Funds	842,785.52
Accounts Receivable**	(17,336.71)
Prepaid Expenses (Includes Insurance)	12,300.71
Other Current Assets	(104.00)
Total Assets	\$1,120,226.79
Total Liabilities	\$ 60,977.37
Current Year Net Income or (Loss)	\$ 23,528.87

*Reflects \$17,441.94 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 March 31, 2017 financial statements be approved as presented.

B. Approval of Minutes – April 10, 2017

Resolution: That the General Session minutes dated April 10, 2017 be approved as amended.

VI. UNFINISHED BUSINESS

A. Goal Setting

The following goals were set for 2017:

(1) Installation/refurbishments of monuments

- (2) Turf replacement project to completion, including Orange Arrow greenbelt
- (3) Prosa pool restroom remodel

B. Common Area Usage Rule Change

Motion: Brooks
Second: Aarnaes

Resolution: That the common area rule change be adopted and distributed to the membership as previously presented.

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

C. Security Camera / Lighting Rule Change

Motion: Renshus
Second: Brooks

Resolution: That the Board approve the draft version presented and published in the June newsletter mailed to the membership to allow for a 30 day comment period to take place and adopted at the July 10, 2017 meeting.

- No security cameras are to be installed which compromise the privacy of adjacent neighbors.
- No lights are to be installed which shine into adjacent homes or yards.
- Address lights are to be visible in accordance with the City of Irvine regulations.

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

D. Alba Planting Enhancements

This item was not discussed and will be placed on the June 12, 2017 agenda for discussion.

E. Key Process Clarification:

Management to contact selling agents reminding that prior to Escrow closing, two (2) pool keys are to be turned into the clubhouse office to allow for the new buyer to retrieve, or if no keys are provided prior to the close of Escrow, the seller must purchase two (2) keys at the cost of \$150.00 each.

F. Art Contest

The art contest allowing all residents who are artists an opportunity to display art in the clubhouse contingent upon the release of liability form being signed prior to the hanging of one's art piece.

G. Online Clubhouse Reservations

This item requires no further action. Clubhouse reservations will remain the same.

H. Movie in The Park Night

This item does not require further discussion and is set to take place on Friday, May 19, 2017 at dusk.

I. Monument Sign Installations

No update was available at this time.

VII. NEW BUSINESS

A. Roundup Spray Usage

This item will be placed on the June 12, 2017 agenda for further discussion.

B. Moisture Barrier on Stucco Walls

This item will be placed on the June 12, 2017 agenda for further discussion.

C. Postage Machine Bids

This item will be placed on the agenda for further discussion once proposals are received.

D. Copier Bids

This item will be placed on the agenda for further discussion once proposals are received.

E. Newsletter Topics

The following newsletter topics will be included in the next issue of the Park Press:

- Status summary of top 3 projects
- Board member bios – Ric Cox
- Security door policy
- Security camera/light policy
- Art contest info
- Movie in the Park recap
- NorthStars update
- Solicit volunteers for July 4th Holiday Party
- No lifeguard on duty reminder
- School is out on June 9th – watch for kids
- Summer party noise reminder
- Tennis ball donation program

VIII. CORRESPONDENCE FOR REVIEW

The correspondence was reviewed and filed.

IX. NEXT MEETING

The next board of directors meeting is scheduled for Monday, June 12, 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 9:55 p.m. by Board President Gus Aarnaes.

Printed Name/Title

Approval Signature

Date