

**PARK PASEO HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
MONDAY, JUNE 12, 2017  
PARK PASEO CLUBHOUSE  
25 CHRISTAMON WEST**

<b>GENERAL SESSION MINUTES</b>
--------------------------------

**I. CALL TO ORDER**

The general session board of directors meeting was called to order by Board President Gus Aarnaes at 7:13 p.m. In accordance with California Civil Code § 4920, the meeting agenda was posted at the designated posting location (bulletin board) on Thursday, June 8, 2017.

**DIRECTORS PRESENT**

Gus Aarnaes  
Ric Cox  
Mina Brooks  
Yumi Renshus

**DIRECTORS ABSENT**

Kal Patel

**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 four (4) homeowners in attendance. Items discussed are as follows:

- Gary Doone ~ Landscape between Glorieta and Yale off Hicks Canyon / Bare spots
- Jerry Cheng ~ NorthStar Swim Team Update / Residents / Non - Residents
- Barbara Kelley ~ Security Camera Comment Period Guidelines / Architectural Forms
- William Rakowski ~ Observe only.

### **III. COMMITTEE REPORTS**

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

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

Motion: Brooks  
Second: Renshus

Resolution: That the minutes from the May 31, 2017 Architectural Committee meeting be ratified as presented.

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

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

Jerry Cheng, President for the 2017 Northstars Swim Team was in attendance to discuss the start of the Northstars season. To date, the Northstars swim team consists of 51 resident families and 23 non – resident families with a total of 74 families for the 2017 season. Nonresident kids are at a total of 30 with resident kids at a total of 84. The maximum of 130 kids were allowed to sign up for the swim season. The Northstars had a practice swim meet on Saturday, June 10, 2017 and the home meet is scheduled for Saturday, June 17, 2017. The association allowed 45 plus 1 nonresidents to sign up for the Northstars 2017 swim season. However, signups are at a low with only 114 kids. Jerry Cheng, President forwarded a team roster to management.

Motion: Brooks  
Second: Renshus

### **IV. MANAGEMENT REPORTS**

The following reports were reviewed and filed:

- A. Action List
- B. Landscape Reports - April – May 2017
- C. Work Order Report Log
- D. Site Visit Reports
- E. Financial Reports

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

Motion: Cox  
Second: Brooks

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

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

**A. Financial Report – April 30, 2017**

It is board policy to review the draft financial statements at each general session board meeting. Associa-PCM has prepared and attached the April 30, 2017 financial statements for review and approval by the board.

The notable highlights as of April 30, 2017 are as follows:

Operating Funds*	\$277, 289.75
Reserve Funds	\$860,741.92
Accounts Receivable**	(\$17,622.66)
Prepaid Expenses (Includes Insurance)	\$10,336.11
Other Current Assets	(\$104.00)
<b>Total Assets</b>	<b>\$1,130,641.12</b>
<b>Total Liabilities</b>	<b>\$ 48,591.41</b>
<b>Current Year Net Income or (Loss)</b>	<b>\$ 28,372.76</b>

\*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 April 30, 2017 financial statements be approved as presented.

**B. Approval of Minutes – May 8, 2017**

Resolution: That the General Session minutes dated May 8, 2017 be approved as amended.

**VI. UNFINISHED BUSINESS**

**A. Art Contest**

The Board announced in the Park Press that the community was seeking artists looking to display their art in the clubhouse. Displays will be hung above the fireplace on a rotating basis. To date, there are four (4) residents interested in displaying art pieces. Beforehand, the artist must sign off on an art contract releasing any liability to the association.

Artists include Natasha, Teri, Ernie, and Kallie. The Park Press newsletter slated to be mailed to tenants and residents for July 2017 will include an article to those interested in displaying art.

**B. Roundup Spray Usage**

The Board resolved to table the discussion on using roundup in the community to fight weeds. Management included for Board review the most recent integrated pest management program annual report for 2016 as distributed by the City of Irvine. Discussion to continue at the July 10, 2017 meeting allowing additional comments from concerned residents.

### **C. Monument Sign Installations**

The Board resolved to table the discussion on monument sign installations although management provided proofs for review and consideration as submitted by Promotional Signs. Management to set up time and date to meet with Dick Christie to obtain two (2) additional types of configuration for the monuments either using the same configuration or facing the street starting with the existing monument sign located at the entrance of the clubhouse.

This item tabled and will be discussed further at the July 10, 2017 meeting.

### **D. Moisture Barrier on Stucco Walls**

The Board resolved to patch and paint the stucco walls located in the spa area that have obvious signs of bubbling due to too much watering and therefore have caused small areas of failure. Steve Cox, association handyman will assist with repairs.

## **VII. NEW BUSINESS**

### **A. 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
- No lifeguard on duty reminder
- Don't feed the ducks
- Pool hours / Northstars Update
- Bees in the Pool
- Personal Fireworks Prohibited
- Flag Etiquette Reminder
- Architectural Forms – What items require a submittal form
- Game Night – Members of the Community can reserve the clubhouse at no charge. Some ideas include playing cards and bunco. Reservations are needed at no cost to the residents.

### **B. C&R Drains – Pipe Corrosion Replacement Proposal**

Motion: Renshus  
Second: Aarnaes

Resolution: That the Board approve proposal # 000733 in the amount of \$514.00 to jackhammer the concrete to better expose the gas line pipe reported corroded by The Gas Company in need of repair and paid from contingency reserves. Once the 2 ½" galvanized pipe is exposed, repairs

can be made at an additional cost to the association. The corroded pipe is located inside the Northstars enclosure at the main pool area. Ric Cox and Mina Brooks were appointed to serve as liaisons between board meetings should the need arise for proposal approvals.

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

### **C. Harvest Landscape Proposals**

Motion: Cox  
Second: Renshus

Resolution: That the Board approve proposal # 54154 for irrigation dripline installation located at the Prosa pool at a cost of \$3,698.27, proposal # 56238 for tree remove located at 31 Lucero East at a cost of \$750.00, and proposal # 56241 for tree removal located at 11 Eden at a cost of \$950.00. The drip line installation should be installed under the concrete steps if needed to eliminate exposure of the irrigation lines.

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

### **D. Clubhouse Fee Waiver Request 25 Lucero West**

Resolution: That the Board table this item and directed management to obtain additional information from the owner located at 25 Lucero West to present at the July 10, 2017 meeting. The resident requested Board consideration to waive the fee rental use of the clubhouse in the amount of \$175.00 if used Sunday thru Thursday, or \$225.00 if used Friday or Saturday to host a community craft fair.

## **VIII. CORRESPONDENCE FOR REVIEW**

The correspondence was reviewed and filed.

## **IX. NEXT MEETING**

The next board of directors meeting is scheduled for Monday, July 10, 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 at 9:48 p.m. by Board President Gus Aarnaes.

---

Printed Name/Title

---

Approval Signature

---

Date