

PARK PASEO HOMEOWNERS ASSOCIATION
Board of Directors Meeting
Monday, February 12, 2018
25 Christamon West, Irvine, CA 92620
General Session Minutes

1. CALL TO ORDER

The General Session meeting of the Park Paseo Homeowners Association Board of Directors was called to order at 7:03 p.m. by Board 1st Vice President Ric Cox. In accordance with California Civil Code, the agenda was posted at least four days prior to the meeting.

DIRECTORS PRESENT

Ric Cox
Kal Patel
Yumi Renshus
Mina Brooks

DIRECTORS ABSENT

Gus Aarnaes

ASSOCIA-PCM

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

OTHERS IN ATTENDANCE

Three (3) homeowners present and one (1) guest

2. EXECUTIVE SESSION

An Executive Session meeting was held immediately prior this General Session, where the Board of Directors discussed some, or all, of the items related to the following: (1) litigation or potential litigation; (2) matters relating to the formation of contracts with third parties; (3) member discipline; (4) member delinquency, including payment plan requests; (5) personnel matters; and / or (6) approval of Executive Session minutes.

3. HOMEOWNER FORUM

There were two (2) homeowners in attendance to discuss the upcoming Northstars Swim season, one to discuss hanging of art work, and one to observe only.

4. REPORTS

The following reports were reviewed and filed:

- A. Architectural Review – Minutes dated January 31, 2018 be ratified as presented
- B. Action List - Ongoing
- C. Work Order Report –January 2018
- D. Landscape Notes – MSR Report – January 2018
- E. Site Review Reports – February 2018
- F. Financial Report – December 2017

5. CONSENT CALENDAR

Motion: Cox
Second: Brooks

Resolution: That Park Paseo Consent Calendar items listed be approved / accepted as amended.

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

A. Financial Report – December 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 most recent financial statements for review and acceptance by the Board.

The notable highlights as are as follows:

Operating Funds*	\$239,878.32	
Reserve Funds	\$971,200.97	
Accounts Receivable**	(\$19,427.04)	
Prepaid Expenses	\$5,298.15	
Other Current Assets	\$210.00	
Total Assets	\$1,196,740.40	
Total Liabilities	\$55,805.36	
Current Year Net Income or (Loss)	(\$3,967.73)	

*Reflects \$17,441.94 due from operating to reserves for current year reserve funding.

**Included in the Accounts Receivable are 3 accounts that are in collections and allowance for doubtful accounts.

Resolution: That the December 31, 2017 financial statements be accepted as presented subject to audit or review.

B. Approval of Minutes – January 8, 2018

Motion: Cox
Second: Brooks

Resolution: That the General Session minutes dated January 8, 2018 be approved as amended.

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

6. UNFINISHED BUSINESS

A. Tree Proposals – Tree Removals

Motion: Cox
Second: Patel

Resolution: That the Board approve proposal # 15300 at a cost of \$575.00 and proposal # 15299 at a cost of \$575.00 submitted by Leonard Chaidez to remove the Lemon Gum trees located behind 5 Delamesa East and 7 Alba West due to trees planted too close to the retaining wall with funds being expended from operating GL account 6160 (Tree Maintenance).

Management directed to include in the approval letter to Leonard Chaidez to remind the crew working in the community to keep vehicles off sidewalks and greenbelt areas due to the possibility of breaking sprinklers and damaging the concrete sidewalks.

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

B. Water Comparison Charts

Management handed out water comparison charts reflecting water usage starting in 2014 through 2017. No action taken.

7. NEW BUSINESS

A. NorthStars Swim Team Season 2018

Motion: Cox
Second: Patel

Resolution: Jerry Cheng, President for NorthStars Swim Team was in attendance to discuss the upcoming swim season and requested the Board approve the following:

Practice Times when in school – 3:30 pm to 7:00 pm, M-TH
Practice Times when out of school – 2:15 pm to 6:00 pm, M-TH

Home Meets: Saturday June 16, June 30, and July 21, 2018

Early Registration in March 2018 with June 15, 2018 deadline
4th of July concession and supervision be provided by the NorthStars Swim Team

Park Paseo HOA to donate \$500.00 to NorthStars Swim Team

Non-residents - \$75.00 (1st child) with a maximum of \$100.00 per family
Non-residents – 35 swimmers only allowed

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

B. Katie Costello – Art Display

Katie Costello attended the Board Meeting and brought several pieces of art for the Board to select from. Katie Costello will hang art starting April 1, 2018 until May 31, 2018.

C. Tree Trimming Proposals – Ficus Trees in front of Clubhouse

Motion: Cox
Second: Patel

Resolution: That the Board approve proposal #59475 at a cost of \$570.00 as submitted by Harvest Landscape and directed Management to reach out to Leonard Chaidez requesting a proposal cost match for trimming of the three (3) ficus trees located in front of the clubhouse with funds being expended from operating GL Account 6160 (Tree Maintenance).

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

D. Tree Removal – Tree Replacement Proposals

Motion: Patel
Second: Brooks

Resolution: That the Board approve proposal # 15301 at a cost of \$18,900.00 as submitted by Leonard Chaidez to remove twenty (20) dead Eucalyptus trees throughout the community marked with a white "X" with funds being expended from operating GL Account 6160 (Tree Maintenance).

Resolution: That the Board approve proposal #15300 at a cost of \$3,900.00 as submitted by Leonard Chaidez to replace twenty (20) dead Eucalyptus trees throughout the community with 15-gallon trees with funds being expended from operating GL Account 6160 (Tree Maintenance). Management to verify warranty on newly planted trees and to ensure that the appropriate water is applied to the area by Harvest Landscape. Harvest Landscape, the current monthly landscape company will not be responsible for maintaining the trees until the warranty has expired. At that time the landscape company will perform a "turnover" walk.

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

E. Copier Proposal

Motion: Cox
Second: Brooks

Resolution: That the Board deny the copier proposals submitted to replace the existing copier located inside the clubhouse office and authorized Management to purchase a black laser copier that can have the ability to copy, print, fax, email, and scan at a cost not to exceed \$500.00.

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

F. Reimbursement Request – Gus Aarnaes

Motion: Cox
Second: Brooks

Resolution: That the Board approve the holiday lighting reimbursement request submitted by Gus Aarnaes in the amount of \$84.69.

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

G. Clubhouse Applications – Special Requests

Motion: Cox
Second: Brooks

Resolution: That the Board approve the request for the Cub Scouts to use the clubhouse once a month for Cub Scout meetings Monday through Thursday and once a month for Parent meetings Monday through Thursday only.

Resolution: That the Board approve the request submitted by Karen Krahelski to use the clubhouse on December 15, 2018 during the hours of 10:00 am and 2:00 pm at a rate of \$50.00 as a special thank you for Mike Krahelski who served on the Board of Directors and for all the countless hours given to community.

Resolution: That the Board deny the request to waive the clubhouse fee in the amount of \$225.00 for Carol McVeigh after the request submitted to host a boutique noted an admission fee to attend Saturday, May 5, 2018. Owner must submit both the room rental fee in addition to the security deposit.

H. Newsletter Topics

The following topics were requested for the next newsletter:

- Status summary of top 3 projects
- Board Member Bio – Yumi Renshus
- Architectural Member Volunteer
- Heat on Reminder for Pool
- March Daylight Savings Time
- NorthStar Swim Team Updates

8. REFERENCE MATERIAL (INFORMATION ONLY)

The following reference materials were reviewed and filed:

- A. Correspondence
- B. Annual Calendar
- C. Newsletter – February 2018
- D. Site Maps

9. NEXT MEETING & SITE REVIEW

The next meeting of Park Paseo Board of Directors is scheduled for Monday, March 12, 2018 located at the clubhouse. Executive Session will begin at 6:30 pm and General Session will

follow at 7:00 pm.

10. ADJOURNMENT

There being no further business to come before the Board in General Session, the meeting was adjourned at 9:23 p.m. by 1st Vice President Ric Cox.

Gus Aarnæs / Pres.
Printed Name/Title

Gus Aarnæs
Approval Signature

3-18-19
Date