

PARK PASEO HOMEOWNERS ASSOCIATION
Board of Directors Meeting
Monday, March 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 7:05 p.m. by President Gus Aarnaes. In accordance with California Civil Code, the agenda was posted at least four days prior to the meeting.

DIRECTORS PRESENT

Gus Aarnaes
Ric Cox
Kal Patel
Yumi Renshus
Mina Brooks

DIRECTORS ABSENT

None

ASSOCIA-PCM

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

OTHERS PRESENT

There were eight (8) homeowners in attendance.

2. EXECUTIVE SESSION

An Executive Session meeting was held immediately prior and after 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 eight (8) homeowners in attendance to discuss parking matters in the community, recreational vehicles, landscape awards, paving, and paint colors in the community.

4. REPORTS

The following reports were reviewed and filed:

A. Architectural Review – Minutes dated February 28, 2018 be ratified as presented.

- B. Action List - Ongoing
- C. Work Order Report – February, 2018
- D. Landscape Notes – MSR Report – February, 2018
- E. Site Review Reports – Follow up on all open violations
- F. Financial Report – January, 2018

5. **CONSENT CALENDAR**

Motion: Cox
 Second: Renshus

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

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

A. Financial Report – January 31, 2018

It is Board policy to review the draft financial statements at each General Session 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*	\$268,990.96
Reserve Funds	\$971,200.97
Accounts Receivable**	(\$18,089.18)
Prepaid Expenses (Includes Insurance)	\$5,519.64
Other Current Assets	(\$210.00)
Total Assets	\$1,196,740.40
Total Liabilities	\$56,267.08
Current Year Net Income or (Loss)	\$29,910.27

*Reflects \$16,165.41 due from operating to reserves.

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

Resolution: That the January 31, 2018 financial statements be accepted as presented subject to audit or review.

Liens will be placed on account # 180-1185 and account # 208-8583.

B. Approval of Minutes – February 12, 2018

Motion: Cox
Second: Brooks

Resolution: That the General Session minutes dated February 12, 2018 be approved as amended.

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

6. UNFINISHED BUSINESS

A. Monument Sign Proposals

Motion: Brooks
Second: Renshus

Resolution: That the Board approve the proposal submitted by Promotional Signs for three (3) replacement monument signs to be placed in front of clubhouse and one (1) each on the east and west side of Yale at a cost not to exceed \$27,034.16 with funds being expended from reserve account # 9946 in addition to permit cost and engineering cost at an additional \$1,150.00 with funds being expended from reserve account # 9946. Change orders are to be submitted for review as needed. Drawings submitted for review that contain double sided monument with aluminum base and structure. Base and columns to be covered in brick, center section to be stucco painted light cream, letters to be pin flush mounted in black, Park Paseo logo and electrical lighting for up lighting. The monument signs for east and west side of Yale will be that of the same material, but single sided. If drawings are updated by Contractor, Board will need to review and sign off prior to installation. Sign off by City of Irvine for size is required.

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

7. NEW BUSINESS

A. Paint Colors – Dunn Edwards

Motion: Cox
Second: Brooks

Resolution: That the Board remove the nine (9) additional trim / stucco colors that were adopted with a date unknown and directed Management to remove from Dunn Edwards website and existing paint color books kept in clubhouse office. Earth tone colors are the accepted paint color schemes for the association as displayed in the twenty – nine (29) paint palette schemes in the Dunn Edwards catalog. Management will instruct the architectural committee to forward any paint applications outside the earth tone colors to the Board for further review and discussion.

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

B. Orange Arrow Landscape Project

Motion: Aarnaes
Second: Brooks

Resolution: That the Board table the discussion regarding the Orange Arrow Landscape project and further discuss at the April 9, 2018 meeting.

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

C. Prosa Pool Remodel Project

Motion: Cox
Second: Brooks

Resolution: That the Board table the Prosa restroom remodel project and directed Management to contact vendors who specialize in restroom remodel project by assisting with a scope of work to be reviewed in the next few months and present to the Board of Directors in a Board meeting. Scope of work shall include any ADA regulations through the City of Irvine.

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

D. Harvest Landscape – Overseeding Proposal

Motion: Cox
Second: Brooks

Resolution: That the Board deny Harvest Landscape proposal # 59970 to over seed throughout the community. Over seeding typically takes place in the fall, not spring.

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

E. Spa Wall Repair Proposal

Motion: Cox
Second: Patel

Resolution: That the Board approve the Spectrum Property Services proposal at a cost not to exceed \$2,158.00 for repairs to the existing 598 linear feet of damaged walls that need scraping, stuccoing and painting in the spa area due to heavy moisture and water saturation.

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

F. Newsletter Topics

The following topics were requested for the next newsletter:

- Status summary of top 3 projects
- Board Member Bio – Yumi Renshus
- Movie Night Volunteers – Bullet points on what a volunteer needs to do
Set up, take down, popcorn hand out, and resident assistance
- Movie Night Teaser - Selection
- Heat on Reminder – Tennis Court Lighting
- Northstar Swim Team Updates
- Parking on street / driveway
- Recreational Vehicle Information Reminder
- Paint Colors – Earth Tones
- Architectural Volunteers – 2 open positions / Guidelines to follow / April date change
- Reporting Crime in Community – Close windows / lock doors, etc.

8. **Reference Material (Informational 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 the Park Paseo Board of Directors is scheduled for Monday, April 9, 2018 located at the clubhouse. Executive Session will begin at 6:30 p.m. and General Session will follow at 7:00 p.m.

10. **ADJOURNMENT**

There being no further business to come before the Board in General Session, the meeting was adjourned at 10:20 p.m. by President Gus Aarnaes.

Gus Aarnaes / Pres.
Printed Name/Title

Gus Aarnaes
Approval Signature

3-18-19
Date