

**PARK PASEO HOMEOWNERS ASSOCIATION**  
**Board of Directors Meeting**  
**Monday, July 9, 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 7:21 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  
Yumi Renshus  
Mina Brooks

**DIRECTORS ABSENT**

Kal Patel

**ASSOCIA-PCM**

Lisa Gross, General Manager, CCAM®

**OTHERS IN ATTENDANCE**

There were four (4) homeowners in attendance.

**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**

One (1) homeowner in attendance discussed the 4<sup>th</sup> of July.

**4. REPORTS**

The following reports were reviewed and filed:

**A. Architectural Review**

Minutes dated June 11, 2018 were reviewed and accepted as presented.

**B. Architectural Vacancy**

Ernie Jones, Architectural Committee Chairperson, spoke to the Board about the two vacancies on the committee. The committee interviewed and selected two candidates in their June meeting. Ernie Jones then presented information on the two candidates, Cathy Paxton and Gay Joyce, to the Board and asked for their approval.

Motion: Aarnaes

Second: Cox

Resolution: To ratify the Architectural Committees decision and select Cathy Paxton and Gay Joyce to be added to the Architectural Committee.

Ayes: Aarnaes, Cox, Brooks, Renshus

Nays: None

- C. Action List – the action list was reviewed and filed.
- D. Work Order Report – June 2018, reviewed and filed.
- E. Landscape Notes – June 2018, reviewed and filed.
- F. Site Review Reports – Ongoing
- G. Financial Report – May 2018. Tabled until August meeting.
- H. CD Breakdown – The CD’s were not purchased in July and will be reviewed at the August meeting.

**5. CONSENT CALENDAR**

**A. Financial Report – May 31, 2018**

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*	\$279,413.91	
Reserve Funds	\$1,055,806.70	
Accounts Receivable**	(\$17,723.07)	
Prepaid Expenses	\$9,895.23	
Other Current Assets	(\$475.19)	
<b>Total Assets</b>	<b>\$271,110.88</b>	
<b>Total Liabilities</b>	<b>\$54,099.01</b>	
<b>Current Year Net Income or (Loss)</b>	<b>\$47,277.80</b>	

\*Reflects \$70,657.79 due from operating to reserves.

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

**Motion:** Cox

**Second:** Brooks

**Resolution:** To table the May Financials until the next meeting in August.

**Ayes:** Aarnaes, Cox, Brooks, Renshus

**Nays:** None

**B. Approval of Minutes – June 11, 2018**

**Motion:** Cox

**Second:** Renshus

**Resolution:** That the General Session minutes dated May 14, 2018 be approved as amended.

**Ayes:** Aarnaes, Cox, Brooks, Renshus

**Nays:** None

## 6. UNFINISHED BUSINESS

### A. Movie Night – Screen Rental for August 3, 2018

The board agreed to use Ultimate Outdoor Movie for the 20' screen rental for the showing of the movie on August 3, 2018.

### B. Orange Arrow Landscape

The Board tabled this matter. Gus and Mina will work with Tim from Harvest Landscape to discuss other landscaping options, and get a quote that is more reasonable.

### C. Prosa Restroom Remodel Scope of Work / Pool Rules

The Board reviewed the scope of work for the Prosa Restroom remodel and the current pool rules to see if any changes are needed. There was a discussion on the difference between being able to enter the pool area at the age of 14 and older and using the spa area at the age of 18 and older. The Board wanted legal counsel's opinion if a rule change was necessary, and the liability of this matter.

### D. Ric Cox - Reimbursement

**Motion:** Renshus

**Second:** Brooks

**Resolution:** To approve the reimbursement to Ric Cox in the amount of \$269.36 for the purchase of the ink jet printer for the office.

**Ayes:** Arnaes, Brooks, Renshus

**Nays:** None

**Abstain:** Cox

### E. Tax Returns – Extended until September 17, 2018

**Motion:** Brooks

**Second:** Renshus

**Resolution:** To approve the taxes as presented.

**Ayes:** Arnaes, Cox, Brooks, Renshus

**Nays:** None

### F. Tot Lot Play Equipment – Inspection / Management

The Board requested management get three quotes for the inspection of the tot lots in Park Paseo. The inspections are intended to help keep the playgrounds safe, and identify any needed repairs so they are in good working order.

### G. Vacation - Management

Management notified the Board of an upcoming vacation and office coverage.

## 7. NEW BUSINESS

### A. Newsletter Topics

The following topics were requested for the next newsletter:

- Status summary of top 3 projects

- Board member bio – Kal Patel
- NorthStar swim team update – end of summer party
- Movie Night – August 3, 2018
- Monument Sign start date
- Prosa restroom renovation project
- Do not put pool furniture in the pool
- Tennis court usage – non-residents
- Do not hold pool gate open – pool key needed
- Pick up your trash in pool area
- Recycle trash bin reminder (blue cans)

**8. REFERENCE MATERIAL (INFORMATION ONLY)**

The following reference materials were reviewed and filed:

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

**9. NEXT MEETING & SITE REVIEW**

The next meeting of Park Paseo Board of Directors is scheduled for Monday, August 13, 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 11:00 p.m. by President Gus Aarnaes.

Gus Aarnaes / Pres.  
Printed Name/Title

Gus Aarnaes  
Approval Signature

3-18-19  
Date