

PARK PASEO HOMEOWNERS ASSOCIATION
Board of Directors General Session Meeting Minutes
Monday, December 10, 2018
25 Christamon West

1. CALL TO ORDER

The General Session meeting of the Park Paseo Homeowners Association Board of Directors was called to order at 7:01 p.m. by Board 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
Mina Brooks
Yumi Renshus

DIRECTORS ABSENT

Kal Patel

ASSOCIA-PCM

Charlye Sessner, General Manager
Debbie Graffam, Regional Executive Director

OTHERS IN ATTENDANCE

Seven (7) homeowners present

2. EXECUTIVE SESSION

An Executive Session meeting was held immediately preceding 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 four (4) homeowners in attendance to discuss matters not on the board meeting agenda.

- A.** A homeowner presented the Board of Directors with preliminary sketches for an addition to his home, which would add an additional bedroom and bathroom. He previously submitted an application to the Architectural Committee, however due to the nature of the improvement, the Architectural Committee referred the matter to the board of directors. The homeowner would like guidance from the Board of Directors on the improvement before he goes to the City of Irvine to pull the necessary permits.
- B.** A homeowner inquired about the community rules and regulations regarding odors and smoking in the community. Smoke is coming through their open windows.
- C.** A homeowner inquired about the community website not containing the board meeting minutes or governing documents, suggested to email the monthly newsletter to save cost, and asked questions regarding the annual

budget mailer. He questioned the inflation cost of 2.4%, capital expenses regarding the possible pool deck repairs in 2019, and why the community is not VA approved.

- D. A homeowner inquired about her neighbor's camera installation.

4. **REPORTS**

The Board reviewed and discussed the following reports:

- A. Architectural Committee Minutes – The Board reviewed and approved the Architectural Committee minutes dated November 28, 2018.
- B. 6 Eden – Denial of Architectural Paint Application Due to Color Scheme – Homeowners from 6 Eden were present to discuss the denied paint application with the Board of Directors. The homeowners would like to paint the stucco and siding on the house the same color. They feel that due to the stone work that is currently on their house, it will break up the color enough. The Board did not take any action on this matter and would like to gather more information before a decision is made.
- C. Action List – Ongoing. Board requested to place the action list in the board packet binder in the future and directed management to separate executive session action items from the general session action list.
- D. Work Order Report – October and November 2018.
- E. Landscape Notes – MSR Report dated for November 2018 on file in clubhouse office. The Board directed management to get additional bids for the removal and replacement of the dead eucalyptus trees throughout the community.
- F. Financial Report – October 2018 – The Board directed management to include a variance report in future financial packages. The variance report will explain any large difference between budgeted and actual expenses. Furthermore, the board would like to have a recommendation for laddering CD investments at the next general session meeting. Lastly, the board asked to investigate the large water variance, and see if Harvest Landscape has heard back from IRWD (Irvine Water District) on a water credit.

3. **CONSENT CALENDAR**

Motion: Cox
Second: Brooks

Resolution: The consent calendar items, including the October financial statement and minutes are approved as amended.

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

A. Financial Report – October 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:

	September 2018	October 2018
Operating Funds*	\$200,630.80	\$159,614.77
Reserve Funds	\$1,102,636.71	\$1,116,713.09
Accounts Receivable**	\$2,857.49	\$1,735.61
Prepaid Expenses (Includes Insurance)	\$4,726.87	\$3,876.28
Other Current Assets	\$(104.00)	\$(104.00)
Total Assets	\$292,548.63	\$269,125.63
Total Liabilities	\$58,917.03	\$46,186.71
Current Year Net Income or (Loss)	\$131,435.74	\$145,512.12

*Reflects \$70,038.17 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.

B. Approval of Minutes – November 12 – as amended

4. UNFINISHED BUSINESS

A. Monument Signs - Update

This item was tabled for more information. Management will obtain two more proposals for the electrical and lighting of the monument signs, in addition to the proposal from Three Phase Electric to present at the January 14, 2018 Board meeting.

B. Tree Replacement List – Tabled

C. Trash Can Replacement Patio Area – Tabled

5. NEW BUSINESS

A. Newsletter Items – January 2019

The following articles are to appear in the January 2019 Park Press newsletter:

- Book Sale
- Removal of Holiday Decoration Reminder – February 1, 2019
- Christmas Tree Disposal & Waste Management Schedule

- Announcement of Holiday Decoration Winner
- Dues Increase from \$111.00 per month to \$115.00 per month effective January 1, 2019
- Tennis Court – Keep Gate Closed
- Orange Arrow Landscape update
- Prosa restroom remodel project – Early 2019
- New Manager Bio – Charlye

B. Landscape Proposals

Contractor	Proposal	Description	Cost	Motion
Harvest Landscape	67082	Tree Removals	\$20,780.00	Would like to have 2 additional bids
Harvest Landscape	67345	Chinese Elm tree removal	\$950.00	Motion: Cox Second: Brooks Approved to trim if possible to save the tree.
Harvest Landscape	67513	Trimming of Jacaranda Trees	\$14,500.00	Table

9. Reference Material (Informational Only)

The following reference materials were reviewed and filed:

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

10. NEXT MEETING & SITE REVIEW

The next Meeting of the Park Paseo Board of Directors is scheduled for Monday, January 14, 2019 located at the clubhouse. Executive Session will begin at 6:30 p.m. and General session will follow at 7:00 p.m.

11. ADJOURNMENT

There being no further business to come before the Board in General Session, the meeting was adjourned at 8:58 p.m. by Gus Aarnaes, President.

Gus Aarnaes / Pres.

Printed Name/Title

Gus Aarnaes
Approval Signature

1-18-19
Date