

PARK PASEO HOMEOWNERS ASSOCIATION
Board of Directors General Session Meeting Minutes
Monday, May 13, 2019
25 Christamon West, Irvine, CA 92620

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 Gus Aarnaes, President. 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

Kal Patel (arrived at 8:51pm)

DIRECTORS ABSENT

Mina Brooks

ASSOCIA-PCM

Charlye Sessner, General Manager

OTHERS

Six (6) 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 was one (1) homeowner, who spoke on behalf of a few people in attendance, to discuss matters with the Board of Directors:

- A. The homeowner stated she was a part of a group of people who use the pool for exercising. She thanked the Board and management for the cleanliness of the pool facility and how well it is heated. She further explained that there are residents who are concerned by the increase in non-residents on the swim team, and asked how high the Board will allow the non-resident number to rise. The issue was raised on the importance of having a swim team vs. the residents of the community being able to use their pool. Finally, the homeowner asked to have a newsletter article written that tells the community the number of residents and non-residents on the swim team.

4. REPORTS

The Board reviewed and discussed the following reports:

- A. **Architectural Review** – The Board reviewed and accepted the Architectural Committee minutes dated April 24, 2019.
- B. **Harvest Landscape Report** – reviewed and filed the April landscape report.
- C. **Three Phase Lighting Report** – reviewed and filed the April lighting report.
- D. **Action List** – reviewed and filed the current action list.

- E. **Work Order Report** – January 2019 – May 2019 was reviewed and filed.
- F. **Financial Report** – March 2019

The following chart is a summary of the last two months financials:

Financials	February 2019	March 2019
Operating Funds*	\$221,415.62	\$222,769.48
Reserve Funds	\$1,144,259.39	\$1,148,786.25
Accounts Receivable**	(\$213.24)	(\$1,274.57)
Prepaid Expenses	\$13,931.27	\$12,664.78
Other Current Assets	\$0.00	\$0.00
Total Assets	\$235,133.65	\$234,523.69
Total Liabilities	\$55,845.41	\$53,753.80
Current Year Net Income or (Loss)	(\$17,864.76)	(\$16,383.11)

*Reflects \$49,947.56 due from reserves to operating due to outstanding reserve transfers.

**Included in the Accounts Receivable are 2 accounts that are in collections and allowance for doubtful accounts.

- G. **General Session Minutes- April 8, 2019** – approved as presented.

Motion: Cox

Second: Aarnaes

Resolution: To approve the above reports, letters A – G, including the March financials and April minutes.

Ayes: Aarnaes, Cox, Renshus

Nays: None

5. UNFINISHED BUSINESS

A. Monument Signs – Update

The Association has reached out to Harvest Landscape to see if they can help in the search for electricity to light the monument sign on the corner of Yale & Orange Arrow. We have asked them to look at the electrical for the irrigation and identify if there is sufficient power to add in one LED light. Harvest will research and get back to management and the Board.

B. Movie Night on the Green

The Movie Night on the Green was a successful event with approximately 60-70 people in attendance to watch Walt Disney’s Bedtime Stories. Once the sun went

down, it did get chilly, so it is recommended to have it later in the year from May – August.

C. Prosa Restroom Remodel

Steve from T&S Construction informed the Board there were expenses incurred by his company in the amount of \$13, 935 for the Prosa restroom remodel, that were not on the original bid. Specifically, the tile wainscoting for the back wall of the women’s and men’s bathroom make up most of extra cost. The Board asked management to invite Steve from T&S Construction to the June Board meeting to discuss further.

6. NEW BUSINESS

A. Northstars Swim Team

Sangeeta Gupta, President of the Northstars swim team, was in attendance to give an update to the Board. The registration numbers are currently 75 residents, and 42 non-residents, for a total of 117 swimmers. Sangeeta asked permission to change the practice time in June from 3-7pm to 2:30-6:30pm. The Board approved the practice time change.

B. Turf Renovation Account

In 2016, the Association received \$288,000 from IRWD/Municipal Water District for turf renovations. At the end the year, the Association had \$95,591.19 left in the operating account. After 2016 year end, that amount rolled into the *Prior Years Surplus* on the balance sheet. Management suggests that the money be pulled from *Prior Year Surplus* and a new deferred revenue account be created on the balance sheet called “*Turf Renovation*”. This would allow the expenses to be clearly accounted for.

Motion: Aarnaes

Second: Renshus

Resolution: To approve \$95,591.19 to be pulled from the Prior Year Surplus Equity Account to use to open a new deferred revenue account on the balance sheet called “Turf Renovation”. This account will be used for common areas within Park Paseo that need landscape renovation.

Ayes: Aarnaes, Cox, Renshus

Nays: None

C. Clubhouse Sliding Glass Door Bids

In the April meeting, the Board approved Cal Rep Windows for the installation of the 5 sliding glass doors and kitchen window in the clubhouse. When the contractor was awarded the bid, he indicated that he misunderstood the color selection of bronze for the exterior and thought we had only asked for bronze handles. He submitted a new bid, and after discussion, the Board made the following amendment to their previous motion:

Motion: Renshus

Second: Cox

Resolution: To amend the motion from the April meeting to approve the proposal from Cal Rep Windows for a cost of \$15,398, rather than \$12,498, to be paid from reserves.

Ayes: Aarnaes, Cox, Renshus

Nays: None

D. Clubhouse BBQ Grill

It was discovered that the middle barbeque grill at the clubhouse is damaged and has a rusted hole in the casing. Due to this, the grill plate will not sit correctly, which makes using the grill impossible. A quote from BBQ Galore was presented to the Board.

Motion: Cox

Second: Aarnaes

Resolution: To approve the proposal from BBQ's Galore for \$1,491.26 for a new BBQ unit for the clubhouse. This will be paid from the operating account #6600 General Repair & Maintenance.

Ayes: Aarnaes, Cox, Renshus

Nays: None

E. Concrete Repairs

A proposal from Surgener Construction was presented to the Board for the repair of concrete and bricks in the front of the clubhouse, and another section of concrete by 18 Fortuna West.

Motion: Cox

Second: Renshus

Resolution: To approve the proposal from Surgener Construction for \$1,480.00 for two concrete repairs. This will be paid from the operating account #6740 Sidewalk/Concrete Repair.

Ayes: Aarnaes, Cox, Renshus

Nays: None

F. Prosa Pool Light

A proposal was received from Aquatic Balance for the replacement of the light fixture at the shallow end of the Prosa pool. The Board tabled this item to next month, and asked management to find out if the old fixture is a LED light and to get a competitive quote from Three Phase Electric.

G. Request from Homeowner for Volleyball Sand

A homeowner on Diamante asked if the Board would consider replacing the volleyball sand on the Prosa volleyball court. When the homeowner went to play with her child, she said the sand was hard, and full of rocks and weeds. This made it hard to play barefoot. The Board discussed the matter and directed management to get two quotes, one for replacing the court with beach sand and another for actual

volleyball sand.

H. Tennis Gate Lock

The Board asked management to get a quote to change the lock on the inside of the tennis courts. This quote would be to change the “key” exit to a handle where a key would not be required. This would eliminate the problem of someone getting locked in the tennis court. This is a safety issue, and the Board would like to be proactive in this matter.

Motion: Aarnaes

Second: Cox

Resolution: To contact Costa Mesa Lock and Key and have them install a “dead-bolt turn lock” on the inside of the gate.

Ayes: Aarnaes, Cox, Renshus

Nays: None

I. IRWD Water Refund

IRWD contacted the Association and has approved the water credit from the October 2018 bill that was over \$12,000 due to a water leak. The leak has since been fixed, and a credit should appear soon on a future bill.

J. Playground Repair

In April the playgrounds were inspected by ProTec, and a report was generated. There were a few areas of concern that were raised in the reports about the condition of the playground. It was mostly in regards to areas of corrosion where the paint has worn away. ProTec provided a quote for the repairs, but due to the high cost, the Board has asked for additional quotes. This item will be reviewed at the June meeting.

K. Prosa Exterior Painting

This item was on the agenda to update the Board that management is meeting with vendors to get quotes for the exterior painting of the Prosa building. Also, management needs to call a termite company because there is evidence of termites in two different areas of the siding. This item will be on the June agenda for further discussion.

*Kal Patel entered the meeting at 8:51 pm

L. Discussion on Pool Deck Replacement

The Board continued the conversation about the replacement of the pool deck at the clubhouse and Prosa pools. Management is currently looking for the architectural plans for the pool areas so the companies can give preliminary bidding information.

M. Newsletter Items – July 2019 Newsletter

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

- 4th of July event – solicit volunteers, donors, and raffle prizes
- Project updates (if any)
- Pool rules & hours reminder
- Northstars swim team information update

- Personal fireworks prohibited
- Flag etiquette reminder
- Lawn upkeep and weeding
- Access gates to pool facilities must never be left open or blocked open
- Speed limit on streets & lane striping
- Window replacement must be ALL windows
- Do not congregate by the step area of pool

7. REFERENCE MATERIAL (Informational Only)

The following reference materials were reviewed and filed:

- A. Correspondence
- B. Annual Calendar
- C. Site Maps
- D. Tree Trimming Schedule
- E. Newsletter – May 2019

8. NEXT MEETING

The next meeting of the Park Paseo Board of Directors is scheduled for Monday, June 10, 2019 located at the clubhouse. Executive Session will begin at 6:30 p.m. and General Session will follow at 7:00 p.m.

9. ADJOURNMENT

There being no further business to come before the Board in General Session, the meeting was adjourned at 9:13 p.m. by Gus Aarnaes, President.

Gus Aarnaes / Pres.
Printed Name/Title

Gus Aarnaes
Approval Signature

6/19/19
Date