

**PARK PASEO HOMEOWNERS ASSOCIATION**

**Board of Directors**

**GENERAL SESSION MEETING MINUTES**

**Monday, January 20, 2020**

**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 7:32 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  
Yumi Renshus  
Jim McMillen  
Jerry Cheng

**DIRECTORS ABSENT**

Mina Brooks

**ASSOCIA-PCM**

Lynn Wyatt, General Manager

**OTHERS**

One (1) 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**

No discussion

**4. CONSENT AGENDA**

The Board reviewed and discussed the following reports:

**A. Architectural Review** – The Board reviewed and accepted the Architectural Committee minutes dated January 8, 2020 as presented;

**B. Harvest Landscape Report** – Reviewed and filed the December landscape report;

**a) Proposal #75459 Tree Removal (Blue Gum) 5 Lucero/Orange Arrow \$1,900**

*Motion Aarnaes To approve proposal as stated  
2<sup>nd</sup> McMillen*

*VOTE Unanimous*

**b) Proposal #75046 New Plant Material 32 Ensueno East Planter \$205.50**

*Motion Aarnaes To approve proposal as stated  
2<sup>nd</sup> McMillen*

*VOTE Unanimous*

**c) We Save Bees Proposal      Removal of Hives in Trees      \$4100**

*Motion      Aarnaes      To approve proposal as stated*

*2<sup>nd</sup>      McMillen*

*VOTE      Unanimous*

Note: Bee hives were found in the trees being trimmed by Harvest. Two were 40 feet or higher and a boom lift had to be rented for removal of the hives - which explains a major portion of costs. (\$1200)

**C. Three Phase Lighting Report** – Reviewed and filed the December lighting report;

**D. Action List** – Reviewed and filed the current action list;

**E. Work Order Report** Jan – Dec 2019 was reviewed and filed;

**F. Financial Report** - November 2019

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

<b>Financials</b>	<b>November 2019</b>	<b>October 2019</b>
Operating Funds*	\$217,284.91	\$220,709.05
Reserve Funds	\$1,201,966.98	\$1,185,133.93
Accounts Receivable**	\$(1,278.19)	\$(2,033.26)
Prepaid Expenses	\$2,535.86	\$3,802.35
Other Current Assets	\$0.00	\$0.00
<b>Total Assets</b>	<b>\$218,542.58</b>	<b>\$222,478.14</b>
<b>Total Liabilities</b>	<b>\$94,270.28</b>	<b>\$101,049.70</b>
<b>Current Year Net Income or (Loss)</b>	<b>\$22,710.49</b>	<b>\$19,866.63</b>

\*Reflects \$21,464.56 due from reserves to operating due to outstanding Reserve transfers.

\*\*Included in the Accounts Receivable are 1 account in collections and allowance for doubtful accounts. See the Delinquency Report for details.

**G. General Session Minutes**

The December 9, 2019 General Session minutes were reviewed.

*Motion      Cheng      to approve items A-G on the consent agenda*

*2<sup>nd</sup>      McMillen*

*VOTE      Unanimous*

## 5. UNFINISHED BUSINESS

### A. Account #180-3617 13 Ensueno West

The issue with this homeowner is on-going, has been discussed previously and determined by Association Counsel to be closed. Attached is previous correspondence. No further action from the Board at this time.

### B. Playground Repair Quotes

The Board received the three playground inspection reports from SafePlay last month. Management reported this task is in progress and no new information is available as of this meeting.

### C. Discussion on Pool Deck Replacement

Alan Smith Pools and Ultimate Pool Remodeling have both submitted their proposals for the Prosa Pool and Clubhouse Pool remodels. The Board reviewed each proposal. Concerns regarding the pavers that were specified in the bids are a concern due to the aftercare/ maintenance / sealing of the pavers annually. Costs for both pools can be upwards of \$20,000.

The Board asked Management to contact the two contractors and see if a different paver(s) can be specified that would not have yearly follow-up maintenance costs. If so, to rebid those pavers and the Board will evaluate their proposals again.

## 6. NEW BUSINESS

### A. UPDATES

- a. Tree Trimming continues and Harvest anticipates two to three more weeks to complete;
- b. Holiday Decoration Winners selected and awarded prizes:

#### 2019 Winners

1 <sup>ST</sup> PLACE	1 Lucero West	\$75
2 <sup>nd</sup> PLACE	7 Delamesa West	\$50
3 <sup>rd</sup> PLACE	14 Glorieta East	\$25
3 <sup>rd</sup> PLACE	26 Lucero East	\$25

#### Honorable Mention

12 Entrada East  
21 Glorieta East  
23 Entrada East  
24 Glorieta East  
35 Fortuna East  
6 Alameda  
8 Campanero West

**B. Ratification of Insurance Renewal – January 15<sup>th</sup>, 2020**

Signatures were captured for previously approved insurance policy for the Association Insurance Carrier, Armstrong/Robitaille/Riegle. Costs for 2020/2021 will be \$15,296.

**C. Newsletter Items – March 2020 newsletter**

- Board meeting action
- Prosa Pool Remodel Update – Discussion continues / stay tuned
- Pool heat on before Spring Break – Spring Break 2020 = March 30 – April 3. Pool heat on March 23<sup>rd</sup>;
- Northstars Sign Up
- Volunteers needed for community events: Movie Nights, Paint Night for Kids, 4<sup>th</sup> of July and more.
- Reminder for homeowners to do front yard maintenance and to trim shrubs off of sidewalk so not to create a trip hazard;
- Daylight Savings Article

**7. REFERENCE MATERIAL (Informational Only)**

The following reference materials were reviewed and filed:

- A. Annual Calendar
- B. Site Maps
- C. Tree Trimming Schedule
- D. Newsletter – January 2020

**8. NEXT MEETING**

The next Meeting of the Park Paseo Board of Directors is scheduled for **February 10, 2020** at 25 Christamon West, Irvine, CA 92620. 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 8:35 p.m. by Gus Aarnaes, President, and the Board reconvened back into Executive Session.

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Printed Name/Title

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Approval Signature

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Date