



# PARK PRESS

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January 2012

## Association Dues

**A reminder that Association dues increase to \$85 per month, effective January 1, 2012.** If you use online bill paying services, please remember to change the monthly amount to \$85.00 so that the correct amount is generated each month. Also, there are a significant number of homeowners who still need to change the mailing address from the ASYST address to PCM's address, which is: Park Paseo Homeowners Association, P.O. Box 51412, Los Angeles, CA 90051. Please look at your billing statement closely as the current balance reflected on this billing statement is accurate. If your balance shows as past due, please help us to determine why, especially if you use online bill paying services. When you pay in that manner the funds are debited from your account, then a check is generated by your financial institution and mailed to the intended recipient. If the mailing address was incorrect (if it was mailed to ASYST) then the check would have been returned back to your financial institution by them as they stopped accepting payments, effective November 1st. It will appear as if you paid your monthly dues because your account was debited, however, it is entirely possible that the check never reached PCM for application to your assessment account. In that case, you may have to call your financial institution to determine whether or not the check is outstanding and if so, a new check will need to be sent to PCM. If you have any questions regarding your assessment account, please call the PCM Billing Department at 949-465-2214.

Please make checks payable to the Park Paseo Homeowners Association. Do not make checks payable to PCM as this could delay the processing of your payment. If you use on-line payments through your bank, please ensure that your check is made payable to the Association. NOT PCM. Thank you.

## Window Replacements

A reminder that ALL windows on the house must be consistent as to design and materials (Item E of the Architectural Guidelines). What that means is that all windows must be replaced at once and not piece-meal (moving/fixed windows). This type of improvement requires architectural approval prior to commencing any work.

## Property Inspections

PCM has been tasked with the responsibility of conducting monthly inspections of all homes. The purpose of the inspections is to insure that all homes meet the architectural standards of the community and that the rules and regulations are being followed by all. The first two inspections have been conducted and the majority of the problems noted are that there are homes in need of painting, trash cans that are left in driveways or at the curb for extended periods of time and front yards that require maintenance. PCM has begun the process of notifying owners who are not in compliance by sending out "community reminder" notices. If you receive a notice we kindly ask that you observe the reported problem with an open mind and respond back to our PCM Community Manager with an action plan on how and when you will remedy the problem. Our homes are one of our biggest assets and we need to ensure that we are all doing our part to protect and preserve our beautiful community.

## Satellite Dish Installation

Please help our community minimize the visual impact of satellite dishes. The Association guidelines require that the units be installed on the back half of the house preferably out of sight from the streets and sidewalks. The dish company only wants the quickest and least expensive installation and does not consider the aesthetic impact. Inform you installer that the dish must be placed on the back of your house, away from view.

## Board Meeting Highlights

On Monday, November 14, 2011, your Park Paseo Board of Directors held its regularly scheduled meeting. Present were Directors Brian Hagadorn, Ric Cox, Mike Krahelski and Howard Scott. Also present was Dana Davidson of PCM and one homeowner. The Board approved the Consent Calendar, which consisted of the October 10, 2011 Meeting Minutes, the September 2011 Financials prepared by ASYST (subject to audit) and the October 2011 Delinquency Report. The most significant portion of the meeting was the review and approval of a budget for the fiscal year ending December 31, 2012. After a lengthy review and discussion of the financials, the Board approved to increase the monthly assessment dues to \$85.00 per month, per homeowner. The primary reasons for the increase in assessments was due to two line items in the operating budget (concrete and repairs/maintenance) and greater contributions to the reserves in order to increase the funding level. The Board also reviewed correspondence from homeowners and rendered decisions based on their requests. The Board reviewed and accepted the Architectural Committee Meeting Minutes from the October 26, 2011 meeting.

On Monday, December 12, 2011, your Park Paseo Board of Directors held its regularly scheduled meeting. Present were Directors Tanja Fournier, Brian Hagadorn, Ric Cox, Mike Krahelski and Howard Scott. Also present was Dana Davidson of PCM. The Board approved the Consent Calendar, which consisted of the November 14, 2011 Meeting Minutes, the October 2011 Financials prepared by PCM (subject to audit) and the November 2011 Delinquency Report. The Board approved a proposal from Inouye, Shively & Longtin for audit and tax preparation services, for the fiscal year ending December 31, 2011 (for \$1,750.00) and renewal of the Master Insurance Policy through Robco Insurance Services, Inc., with a premium of \$15,149.06. The insurance renewal is a comprehensive program that was competitively priced (a 12% savings over expiring premiums) and it goes into effect on January 17, 2012. The Board reviewed and approved an Assessment and Billing Collection Policy that will go into effect on January 1, 2012. That means that PCM will begin to assess late charges on all past due balances beginning January 1st, as well as to process pre-lien letters and liens (if you have a past due

balance on your account you will want to cure it in order to avoid these fees). The Board approved two CD renewals and discussed an investment fund. The Board reviewed and accepted the Architectural Committee Meeting Minutes from the November 30, 2011 meeting.

### Christmas Tree Pick Up

Waste Management will collect and recycle Christmas trees for three weeks following Christmas on our regular trash collection day. Trees taller than 6' MUST be cut in half and removed from the stand. ALL decorations including lights, ornaments, and tinsel must also be removed. Place the tree next to your trash. Flocked trees will be collected but not recycled.



Please note that Waste Management does not provide large item pick up during this time. All trucks are dedicated to picking up Christmas trees. Contact Waste Management at 949-642-1191 with any questions.

### Are You Having A New Year's Eve Party?



The Board of Directors would like to remind all residents to please be considerate of your neighbors if you will be hosting a New Year's Eve party. Please, no excessive noise that will disturb your neighbors. Keep in mind that not all residents will stay up until midnight anxiously awaiting the arrival of 2012. Also, please ensure that your guests park in compliance with the Association's Parking Rules. Thank you for being a courteous (and quiet) neighbor!

## Clubhouse Rentals

Homeowners are already booking the clubhouse for activities in 2012. To avoid disappointment, please book early. Be prepared to sign the rental contract and submit the necessary payment to reserve and confirm your date. Please call Janal Barkley at 714-730-1560 to verify availability for your desired date and time.



The Board of Directors would like to thank all residents who brightened up our community with your beautiful holiday lights and decorations. Our community looked beautiful for the holidays!

The winners of the Holiday Decorating Contest will be announced in the February 2012 newsletter.

Please be reminded that all holiday lights and decorations must be removed by January 15, 2012.



## Local Babysitters



Sophie Miller - 949-697-3653

Chelsea or Chloe Feller - 669-5720

Nikki Morris - 734-0192

Megan Kelley - 731-6009

Hannah Cooper - 824-9306

Shannon Thomas, Safe Sitter Certified - 730-7028

Danielle Munson - 832-6649

Kaley Bolger - 508-8484

Sarah Gibson, Red Cross Certified - 417-9320

Clare Prange, Safe Sitter Certified - 949-836-6547

Contact Janal Barkley at the onsite office to add/remove your name to the list.

## FITNESS BOOT CAMP



If you are interested in joining a group of Park Paseo residents for an hour-long fitness boot camp experience, call the Recreation Center at 714-730-1560 to put your name on the list of interested participants. The instructor will contact all interested parties directly and will advise you of the costs associated with the program.

## Coyotes!



Coyotes continue to be spotted in our neighborhood. Please keep pets indoors and do not leave pet food outside as it attracts not only coyotes, but rodents as well. Contact Irvine Animal Services at 949-724-7740 if you see a coyote in our community.



Irvine Police Department

949-724-7000



**IRVINE  
GRAFFITI HOTLINE**

**949-724-7196**

## Newsletter

If you have any ideas you would like to contribute to our newsletter, please submit your written information to Dana Davidson at PCM, fax 949-206-6701 or [ddavidson@pcminternet.com](mailto:ddavidson@pcminternet.com). The Board of Directors is always looking for owner input and will publish any useful community information that is relevant to the Park Paseo residents. Let us know what's on your mind!

## Board Meetings

Board Meetings are held the 2nd Monday of every month, 6:30pm at the Clubhouse. If you have a concern within the community, either plan to attend the monthly Board Meeting or send your written correspondence to the Park Paseo Board of Directors in care of PCM at least 10 days prior to the scheduled Board Meeting to ensure its inclusion on the monthly Board Meeting Agenda.

**Next Board Meeting**  
Monday, January 9, 2011  
6:30pm At The Clubhouse



Homeowners Are Invited & Encouraged To Attend!

Onsite Office - 714-730-1560  
25 Christamon West, Irvine, CA 92620  
Associate Manager, Janal Barkley  
Open Tuesdays, Thursdays & Fridays 1:00pm to 5:00pm

Architectural Meetings are held the  
last Wednesday of the month,  
7:00pm at the clubhouse.



**Street Sweeping Schedule**  
West of Yale: 1st & 3rd Friday  
East of Yale: 2nd & 4th Friday

## Professional Community Management - PCM -

23726 Birtcher Drive  
Lake Forest, CA 92630  
949-768-7261

949-580-2028  
After-hours Emergencies

949-465-2214  
Billing Questions

949-465-2451  
Automated Billing Line

### Community Manager

Dana Davidson, ext 2266  
Direct Phone: 949-465-2266  
Direct Fax: 949-206-6701  
[ddavidson@pcminternet.com](mailto:ddavidson@pcminternet.com)

### Associate Manager

Janal Barkley, ext 2264  
Direct Phone: 949-465-2264  
Direct Fax: 949-206-6767  
[jbarkley@pcminternet.com](mailto:jbarkley@pcminternet.com)

### Board Of Directors

**Tanja Fournier**  
President

**Brian Hagadorn**  
1st Vice President

**Ric Cox**  
2nd Vice President

**Howard Scott**  
Treasurer

**Mike Krahelski**  
Secretary

