

PARK PASEO HOMEOWNERS ASSOCIATION

Board of Directors

GENERAL SESSION MEETING MINUTES

Monday, MARCH 8, 2021

25 Christamon West Irvine, CA 92620

MEETING CONDUCTED VIA ZOOM

1. CALL TO ORDER

The General Session meeting of the Park Paseo Homeowners Association Board of Directors was called to order at 7:00 p.m. by Gus Aarnaes, in accordance with California Civil Code, the agenda was posted at least four days prior to the meeting.

DIRECTORS PRESENT

Gus Aarnaes

Yumi Renshus

Jerry Cheng

Anthony Markus

DIRECTORS ABSENT

Jim McMillen

ASSOCIA-PCM

Lynn Wyatt, General Manager

2. CALL TO ORDER – GENERAL SESSION

3. EXECUTIVE SESSION DISCLOSURE

An Executive Session Meeting was held immediately prior to 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.

4. HOMEOWNER FORUM

Homeowner(s) 1

Homeowner Forum is an opportunity for members to address the Board directly. Depending upon the length of the business agenda, the Board may assign time limits for each homeowner (3 - 5 minutes suggested). The Board is not obligated to provide a response to the homeowners at that time but may take the information under advisement and add to future agendas for any decisions if need be.

+ Discussion of the Northstars Swim Season;

5. CONSENT AGENDA

A. Architectural Committee Report

February 24, 2021 Minutes were reviewed and correspondence to a homeowner at 15 Delamesa West was discussed.

B. Harvest Landscape Report

Discussion ensued regarding irrigation in the community. There is concern repairs are repeated at the same locations and the Association is paying twice, sometimes three times for the same issues. Additionally, there are concerns about water consumption and being over the tier allotted for usage. Tim Carson, Area Manager for Harvest, recommended the Association hook the WeatherTrak system back up that was installed a few

years ago. The only problem now is the software is out of date and that would need to be updated. The Board would like Tim to attend the next Board meeting, along with a WeatherTrak representative, to discuss irrigation further.

C. Three Phase Lighting Report

The Board discussed the issue of the light bollards being on continuously throughout the community. Three Phase Electric checked the photocell at the Clubhouse Golf Cart area, and found it to be new and working properly; however, they noted the location of the photocell is in a bad location and doesn't receive good sun exposure. They're recommending replacing it with a new digital, self-adjusting astronomic time clock – costs to be \$800.

Additionally, the transformer for the monument light, on the right side of Yale Street, is faulty and needing replacement. The costs would be under \$500.

The Board did not approve either proposal and asked Management to have Three Phase provide 1) a map of where all the photocells are and 2) a map of where all the bollards are located in the community and how many are there. Discussion will continue at the April Board meeting.

D. Patrol One Report

E. Action List

F. Work Order Report

G. Financial Report JANUARY 2021

The JANUARY 2021 financials are attached for the Board's review and approval. I have attached a variance report to show any large variances in income or expenses for the month.

Financials	JANUARY 2021	DECEMBER 2020
Operating Funds*	\$2200,608.53	\$216,625.18
Reserve Funds	\$992,912.28	\$992,912.28
Accounts Receivable**	\$348.13	0
Prepaid Expenses	\$13,574.46	\$2,325.00
Current Year Net Income or (Loss)	\$33,953.57	\$36,739.00

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

Financial acceptance was postponed to the next meeting pending further review;

- H. General Session Minutes  
February 8, 2021 General Session Minutes were reviewed. Revisions need to be made so the Minutes will be reviewed again at the April Board meeting.

Consent Calendar – was not approved pending various items above.

6. UNFINISHED BUSINESS

A. UPDATES

- a. DUDEK Invoice Review  
Review of Dudek invoice and determine payment amount.  
MotionMarkus To approve payment of \$7,080 to Dudek for the testing of the Eucalyptus Trees  
2<sup>nd</sup> Cheng  
VOTE Unanimous  
(4 ayes/0 Nays)

- b. Eucalyptus Tree Removals Proposals

Contractor	Pricing
Harvest Landscape	\$21,800 (12 + 1 Trees)
Great Scott Trees	\$32,540 (12 + 1 Trees)
OC Arborists	Declined to Bid

The Board reviewed proposals for the removal of Blue Gum Eucalyptus trees that were identified in the testing reports, as being dangerous.

MotionRenshus To approve Harvest Landscape to remove the Trees for \$21,800 plus one more tree

2<sup>nd</sup> Markus  
VOTE Unanimous  
(4 ayes/0 nays)

- c. CC&R's Addendum for RVs  
The Board reviewed correspondence from homeowners regarding the Addendum change. The Board asked Management to find out from the Association attorney the next steps required to change the CC&Rs.
- d. Bees – Update  
Bee hive removal was discussed. The City of Irvine, do not save their bees. One proposal has been received and two more are coming for further Board review of costs to remove the bees.
- e. Legal Invoices  
Review of David Cane's correspondence regarding the duplicate invoices. Management reported a check has been received and deposited from the attorney. No further action at this time.

- f. Clubhouse Pool Deck Update
  - 1) Ratify T&S Proposal for the Shower \$11,735  
The Board unanimously ratified the proposal from T&S Construction to redo the shower at the Clubhouse pool costs not to exceed \$11,735.
  - 2) Review Notes from Meeting with Ultimate 3/1/2021  
The Board reviewed notes from the construction meeting with Ultimate Remodel held on March 1<sup>st</sup> of items to be completed with the deck project. Project completion date is still April 1<sup>st</sup>.
- g. Corrected Minutes (January 11, 2021 Executive & General Session)  
The Board reviewed and unanimously approved the filing of the January 11, 2021 following corrections that have been made. No further action at this time.

7. NEW BUSINESS

- A. NORTHSTARS Swim Team  
The Board reviewed correspondence from the Northstars. They are requesting a letter from the Association to the ISL for permission to use the Park Paseo Clubhouse Pool for the season. They also announced the following:  
Registration: April 1<sup>st</sup>; Season: June 8<sup>th</sup> to August 14<sup>th</sup>; Meets (Inter-Squad): June 26, July 10, July 24 and August 7<sup>th</sup>;  
Practices: Times and usage is yet to be determined.  
Meets: Additionally, they've asked for exclusive use of the pool for four inter-squad meets. This is yet to be determined.
- B. APRIL NEWSLETTER
  - a. Clubhouse Pool Deck Article - Anthony Markus to write;
  - b. Pool Heat: Prosa Pool (already on throughout the winter) Clubhouse Pool & Jacuzzi will be heated beginning March 29<sup>th</sup> and will be available to use as soon as possible;
  - c. "Time To Swim" article from April 2020;
  - d. NORTHSTARS Swim Team – Registration: April 1<sup>st</sup>; Season: June 8<sup>th</sup> to August 14<sup>th</sup>; Meets (Inter-Squad): June 26, July 10, July 24 and August 7<sup>th</sup>;
  - e. Summer Events (Movie Night) / Clubhouse Re-Opening /4<sup>th</sup> of July - are all yet to be determined and will be announced as soon as they are decided upon;
  - f. Tennis Courts – With the completion of the Clubhouse Pool Deck project, the tennis courts will be back to normal again, with a few improvements – temporary gate removed and old gate re-installed; the sign up sheets will be back in the counter table outside the Courts and there's talk about a new automated reservation system, stay tuned!

B. HOMEOWNERS CORRESPONDENCE

8. REFERENCE MATERIAL (Informational Only)

- A. Annual Calendar
  - B. Site Maps
  - C. Tree Trimming Schedule
  - D. Newsletter – MARCH 2021
  - E. 2021 Budget

9. NEXT MEETING & SITE REVIEW

The next Meeting of the Park Paseo Board of Directors is scheduled for April 12, 2021 at 25 Christamon West, Irvine, CA 92620 OR VIA ZOOM. Executive Session will begin at 6:30 p.m. and General Session will follow at 7:00 p.m.

10. ADJOURNMENT OF GENERAL SESSION

8:37 pm \*

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Printed Name/Title

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Signature

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Date

- 8:37 pm The Board adjourned General Session and re-entered Executive Session to continue discussion of unfinished items. Executive Session was adjourned at 9:15 pm.

PARK PASEO HOMEOWNERS ASSOCIATION  
Board of Directors  
SPECIAL GENERAL SESSION MEETING MINUTES  
TUESDAY, March 30, 2021  
25 Christamon West Irvine, CA 92620  
MEETING CONDUCTED VIA ZOOM

1. CALL TO ORDER

The General Session meeting of the Park Paseo Homeowners Association Board of Directors was called to order at 10:00 a.m. by Gus Aarnaes, in accordance with California Civil Code, the agenda was posted at least four days prior to the meeting.

DIRECTORS PRESENT

Gus Aarnaes  
Yumi Renshus  
Jerry Cheng  
Anthony Markus

DIRECTORS ABSENT

Jim McMillen

ASSOCIA-PCM

Lynn Wyatt, General Manager

2. CALL TO ORDER – GENERAL SESSION

3. HOMEOWNER FORUM

Homeowner(s) NONE

Homeowner Forum is an opportunity for members to address the Board directly. Depending upon the length of the business agenda, the Board may assign time limits for each homeowner (3 - 5 minutes suggested). The Board is not obligated to provide a response to the homeowners at that time but may take the information under advisement and add to future agendas for any decisions if need be.

4. BOARD RESIGNATION

Due to health reasons, Board Member Jim McMillen has resigned from the Board. A motion was made to appoint previous Board Member, Kal Patel, to fulfill the open seat until the next community election in November 2021.

Motion Cheng To replace the open Board seat with Kal Patel

2<sup>nd</sup> Aarnaes

VOTE Unanimous

(4 ayes/0 nays)

5. ADJOURNMENT OF GENERAL SESSION

10:15 a.m.

\_\_\_\_\_  
Printed Name/Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

PARK PASEO HOMEOWNERS ASSOCIATION  
Board of Directors  
GENERAL SESSION MEETING MINUTES  
Monday, FEBRUARY 8, 2021  
25 Christamon West Irvine, CA 92620  
MEETING CONDUCTED VIA ZOOM

1. CALL TO ORDER

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DIRECTORS PRESENT

Gus Aarnaes  
Yumi Renshus  
Jim McMillen  
Jerry Cheng  
Anthony Markus

DIRECTORS ABSENT

ASSOCIA-PCM

Lynn Wyatt, General Manager

2. CALL TO ORDER – GENERAL SESSION

3. EXECUTIVE SESSION DISCLOSURE

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4. HOMEOWNER FORUM

Homeowner(s) 0

Homeowner Forum is an opportunity for members to address the Board directly. Depending upon the length of the business agenda, the Board may assign time limits for each homeowner (3 - 5 minutes suggested). The Board is not obligated to provide a response to the homeowners at that time but may take the information under advisement and add to future agendas for any decisions if need be. N/A

5. CONSENT AGENDA

A. Architectural Committee Report

B. Harvest Landscape Report

a. Iron Bark Tree Trimming Proposal (47 Trees) \$5,875  
Motion McMillen To approve \$5,875 for Iron Bark tree  
Trimming

2<sup>nd</sup> Aarnaes  
VOTE Unanimous  
(5 ayes / 0 nays)

- C. Three Phase Lighting Report
- D. Patrol One Report
- E. Action List
- F. Work Order Report
  
- G. Financial Report DECEMBER 2020

The DECEMBER 2020 financials are attached for the Board's review and approval. I have attached a variance report to show any large variances in income or expenses for the month.

Financials	DECEMBER 2020	NOVEMBER 2020
Operating Funds*	\$216,625.18	\$198,503.97
Reserve Funds	\$992,912.28	\$1,115,489.26
Accounts Receivable**	0	(\$699.91)
Prepaid Expenses	\$2,325.00	\$2,864.87
Current Year Net Income or (Loss)	\$36,739.00	\$33,971.90

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

- H. General Session Minutes  
The January 11, 2021 General Session minutes were reviewed and one correction is needed under the "Newsletter" section.  
Motion Renshus To approve items A – F on the consent calendar with one correction to the Minutes;  
2<sup>nd</sup> Cheng  
VOTE Unanimous  
(5 ayes / 0 nays)

## 6. UNFINISHED BUSINESS

- A. UPDATES
  - a. CC&Rs Addendum – RV's  
The Board approved the final draft from David Cane, Association Attorney, for an Addendum change to the CC&Rs regarding Recreation Vehicles. The Addendum will now be posted for homeowner's comments for a thirty-day comment period.
  - b. Harvest & IRWD & Water Usage  
The Board discussed the water overages in particular sections of the community. Management contacted Tim Carson of Harvest Landscape and discussed the issue. Harvest's response is the Park Paseo irrigation system is old and they should go back to online controllers. The Board didn't know how long the service has been



- disconnected and directed Management to follow up. Also President Aarnaes would like a meeting set up with Tim Carson for further discussion.
- c. David Cane Legal Invoices  
There was no response from David Cane at the printing of this packet.  
Management to follow up.
  - d. Master Email List  
Management provided an updated Master Email list to the Board. No further action at this time.
  - e. Bees – We Save Bees Quote  
The Board reviewed the quote from We Save Bees company and asked Management to seek more quotes. Also to confirm the City of Irvine’s policy on saving bees or killing them.
  - f. Clubhouse Pool Deck Update
 

<u>Invoice 840213</u>	\$94,766.00	Coping	APPROVED FOR PAYMENT
<u>Addendum #2</u>	\$2,250.00	BBQ Wall Ext.	APPROVED FOR PAYMENT
<u>Addendum #3</u>	\$21,900	Addl. Electric	APPROVED FOR PAYMENT

Motion          McMillen          To approve payment to Ultimate Remodeling a total of \$118,916 for the above invoices

2<sup>nd</sup>                  Aarnaes  
VOTE              Unanimous  
(5 ayes/0 nays)

<u>Addendum 185009</u>	\$397.00	Health Dept Fees	NOT APPROVED (Contract Item)
<u>Addendum #4 - ?</u>	\$13,600	Shower Upgrade	HOLD
Cityscapes	\$9,000		
T&S	Not Received		

NEW BUSINESS

- A. DUDEK Report - Blue Gum Eucalyptus  
As of this meeting, the Dudek invoice has NOT been received. One proposal from Harvest to remove 12 trees based on the report was received. Two more proposals will be submitted once the contractors have time to walk and inspect the trees.  
Motion          Markus          To approve an amount of \$18,000 to remove the twelve trees  
  
2<sup>nd</sup>                  Cheng  
VOTE              Unanimous  
(5 ayes/0 nays)
- B. NORTHSTARS Swim Team  
Northstars Swim Team President attended the meeting. She announced the ISL is going to have a swim season this upcoming summer. They are still discussing what the season will look like keeping the COVID19 Guidelines in mind.

Registration will take place sometime the end of April and beginning of May. They are hoping to have a full team of 130 swimmers on their roster. They are requesting permission to have forty (40) non-resident swimmers on this roster which is the same as requested in the 2020 swim season.

Motion            Cheng            To approve forty (40) non-resident swimmers to  
be on the Northstars roster

2<sup>nd</sup>                Renshus  
VOTE            Unanimous  
(5 ayes / 0 nays)

The Board will make a decision later as far as the use of the Clubhouse pool for practices. More information is needed.

C.    MARCH NEWSLETTER

- a.    Northstars Swim Article
- b.    Blue Gum Tree Update – (The Board has been working diligently on these trees and now have a plan to move forward. More information to follow).
- c.    Pool Deck Project Update
- d.    Spring Time Change
- e.    Tire Marks on Common Area grass
- f.    Spring Break Dates
- g.    Management Company Article (Markus)
- h.    Dog Waste Pick Up

7.    REFERENCE MATERIAL (Informational Only)

- A.    Annual Calendar
- B.    Site Maps
- C.    Tree Trimming Schedule
- D.    Newsletter – FEBRUARY 2021
- E.    2021 Budget

8.    NEXT MEETING & SITE REVIEW

The next Meeting of the Park Paseo Board of Directors is scheduled for March 8, 2021 at 25 Christamon West, Irvine, CA 92620 OR VIA ZOOM. Executive Session will begin at 6:30 p.m. and General Session will follow at 7:00 p.m.

9. ADJOURNMENT OF GENERAL SESSION

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Printed Name/Title

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Signature

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Date