

PARK PASEO HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
GENERAL SESSION – SEPTEMBER 13, 2021
PAGE 1 of 3

BOARD OF DIRECTORS PRESENT: Gus Aarnaes
Yumi Renshus
Jerry Cheng
Anthony Markus

BOARD MEMBERS ABSENT: Kalpesh Patel

MANAGEMENT REPRESENTATIVES: Dan Chesworth, CMCA
Keystone Pacific Property
Management, LLC

EXECUTIVE SESSION SUMMARY – SEPTEMBER 13, 2021

Security Matters, Legal Discussion, Board/Management Expectations were discussed.

I. CALL TO ORDER

The meeting was called to order by Board President, at 7:22 P.M, via Zoom.

II. PROOF OF NOTICE OF MEETING

Proof of notice was recorded by Management on behalf on the Board of Directors.

III. HOMEOWNER FORUM

There were no homeowners in attendance.

IV. COMMITTEE REVIEW

A. Architectural Committee – The Board reviewed the update in the Architectural Committee minutes.

V. CONSENT CALENDAR

A motion was made, seconded and carried to approve the following items from the consent calendar, without further discussion:

A. Approval of the August 9, 2021 General Session Meeting Minutes –

RESOLVED, to ratify the action taken and approve the August 9, 2021 General Session Meeting Minutes with noted changes. **Motion carried 4/0**

B. Acceptance of the August 25, 2021 Architectural Committee Meeting Minutes –

RESOLVED, to ratify the action taken and accept the August 25, 2021 Architectural Committee Meeting Minutes. **Motion carried 4/0**

C. Review and Acceptance of July 31, 2021 Financial Statement -

PARK PASEO HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
GENERAL SESSION – SEPTEMBER 13, 2021
PAGE 2 of 3

RESOLVED, to accept the July 31, 2021 financial statements as submitted subject to 3rd party audit. **Motion carried 4/0**

VI. UNFINISHED/NEW BUSINESS

- A. **Website Reservation Service Update** – Anthony Markus provide an update on the tennis court reservation system. The roll out of the online system went very smooth. The sign up process would be monitored for issues and abuses.
- B. **Harvest Landscape Bids** – The board reviewed tree trimming proposals from Harvest Landscape. A motion was made, seconded and unanimously carried to approve Harvest Landscape bid # 90944 for the removal of three trees by the spa area for \$3,150.00 to be expensed to GL 7230 – tree trimming. **Motion carried 4/0.** A motion was made, seconded and carried to approved Harvest Landscape bid #90916 for the removal of a lemon scented gum tree by 6 Entrada West for \$1,200.00 to be expensed from GL 7230 – tree trimming. **Motion carried 4/0.** A motion was duly made, seconded and unanimously carried to approve Harvest Landscape bid #90945 for community wide tree trimming for \$13,336.00 to be expensed from GL 7230 – tree trimming. **Motion carried 4/0.**
- C. **Pools** – The Board reviewed bids for heater replacements from Aquatic Balance. A motion was duly made, seconded and unanimously carried to approve the Aquatic Balance bid #28153 for the replacement of two heaters in the February/March 2022 time frame for \$10,122.26 to be expensed from GL 3140 – pools. **Motion carried 4/0.** A motion was duly made, seconded and unanimously carried to approve the Aquatic Balance bid #29016 for the replacement of one heater when the heater stops working for \$5,451.44 to be expensed from GL 3140 – pools. **Motion carried 4/0.**
- The Board reviewed dates to turn off the pool heaters in October. The Board decided to turn off the pool heaters on October 18, 2021.
- D. **Delinquency Report** – There was no action at this time.
- E. **Common Area Maintenance** – The Board discussed common area maintenance. There was a brief review of general maintenance including a pending bid from Mark Zebarth for parking lot traffic posts for the chains used to close off the parking lot from school traffic.
- F. **Lighting Issues/Bollards** – The Board reviewed the repair proposals for the pool pilasters. A motion was duly made, seconded and unanimously carried to approve the Tri-County Lighting bid for pool pilaster conduit installation for \$3,954.74 to be charged to GL 3165 - lighting. **Motion carried 4/0.**

PARK PASEO HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
GENERAL SESSION – SEPTEMBER 13, 2021
PAGE 3 of 3

- G. **Pool Area Cameras Update** – It was reported that Video Security Solutions would have the video camera installation started at the two pool areas in the coming two weeks.
- H. **Starting Block & Deck Project Repairs** – It was reported that Ultimate Pools would perform the pool area punch list item repairs after the pool heater was turned off to reduce the impact of a temporary pool repair closure on pool users.
- I. **Election Services** – A motion was made, seconded and unanimously carried to hire Lauren Rolls to be the inspector of elections for \$195.00 an hour due to the Keystone Management contract being inclusive of the ballot mailout. Keystone would verify if The Ballot Box could perform the inspector of election services separate from the comprehensive bid that included full mailer services prior to notifying Lauren Rolls that she is the inspector of election. **Motion carried 4/0.**
- J. **Budget Meeting Date** – A budget meeting with the controller as needed would be scheduled the first week of October.
- K. **Newsletter Discussion** – The Board reviewed the October newsletter and requested the October trash pickup dates be included.

There was a review of the annual calendar and updates included the addition of the holiday decoration removal date and Halloween decoration removal date. A voting schedule on Holiday decorating voting and voting committee in the November timeframe.

There was also a discussion on the Meet The Candidates format and email reminders and also refreshments.

- L. **Next Board Meeting** – The next Board of Directors meeting will be held on Monday, October 11, 2021 at 7:00 P.M, via zoom.

VII. ADJOURNMENT

There being no further business, the meeting was adjourned at 8:21 P.M.

ACCEPTED: _____

DATE: _____