

PARK PASEO HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING MINUTES  
GENERAL SESSION – OCTOBER 11, 2021  
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**BOARD OF DIRECTORS PRESENT:** Gus Aarnaes  
Yumi Renshus  
Jerry Cheng  
Anthony Markus  
Kalpesh Patel

**BOARD MEMBERS ABSENT:** n/a

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

**EXECUTIVE SESSION SUMMARY – October 11, 2021**

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

**I. CALL TO ORDER**

The meeting was called to order by Board President, at 7:10 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 September 13, 2021 General Session Meeting Minutes –**

**RESOLVED**, to ratify the action taken and approve the September 13, 2021 General Session Meeting Minutes with noted changes. **Motion carried 5/0**

**B. Acceptance of the September 29, 2021 Architectural Committee Meeting Minutes**

**RESOLVED**, to ratify the action taken and accept the September 29, 2021 Architectural Committee Meeting Minutes. **Motion carried 5/0**

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

**RESOLVED**, to accept the August 31, 2021 financial statements as submitted subject to 3<sup>rd</sup> party audit. **Motion carried 5/0**

**VI. UNFINISHED/NEW BUSINESS**

- A. Website Reservation Service Update** – Anthony Markus provides an update on the tennis court reservation system. The roll out of the online system went very smooth. 17 users were removed who didn't have correct account numbers and a notification was sent out that anyone interested in registering needed to go to the association office with identification to register.
- 1. Kiok, iPad, Scanner and Enclosure** – A motion was duly made, seconded and unanimously carried to approve an iPad, scanner and enclosure for a cost not to exceed \$1,000.00 to be paid from GL 3140 – Pool/Spa reserves.
- B. Harvest Landscape** - There was a discussion on using organic sprays for grubs in the common area grass areas. Harvest would be asked to look into this. A fee schedule with irrigation rates would also be requested since some of the Harvest billing appeared to be high.
- C. Delinquency Report** – There was no action at this time.
- D. Common Area Maintenance** – There was a update that the pool deck repairs were scheduled for the week of October 25<sup>th</sup> and the trenching for the pool pilaster light conduit would occur the same week and the lighting vendor would look at the monument lighting and timers at the same time.
- E. Website** – There was a review of the association website and a location to post announcements. The blog section of the news and updates page would be used for posting announcements.
- F. Pool Area Cameras Update** – It was reported that Video Security Solutions installed the cameras at the two pools. The board reviewed the idea of internet at the Prosa pool and there was no support for this.

A motion was made, seconded and unanimously carried to approve the purchase of a monitor for the camera system for installation in the onsite office and the installation of an additional camera to record the vendor gate side area of the clubhouse pool for \$274.00 to be paid from GL 3140 – pool reserves. **Motion carried 5/0**

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- G. **Starting Block Work** – It was reported Ultimate Pools would perform the punch list items starting the week of October 25<sup>th</sup>.
- H. **Office Computer** – A motion was made, seconded and unanimously carried to approve the purchase of a new office computer for up to \$1,000.00 to be paid from GL 8495 - contingency. **Motion carried 5/0**
- I. **Clubhouse Parking Lot post installation.** The board requested a revised bid for the installation of a parking lot post with a sleeve and removable post for installation in the asphalt in the traffic turn section between the school and clubhouse parking lots.
- J. **Kid’s Organizations Clubhouse Usage** – The board reviewed the idea of a kid’s organizational usage of the clubhouse. The organization could use the clubhouse if 51% of the attendees were from the community and it was for organizations like the Girl Scouts or Boy Scouts. A deposit of \$250.00 was required and no reservations would be allowed at night and on Fridays, Saturdays or Sundays. The reservations could be made during the day during the work week and the elementary school would have to pay a rental fee. A clubhouse usage agreement would need to be created by David Cane.
- K. **Drought Tolerant Plants** – The Board reviewed and approved the mailout of a rule change for drought tolerant plant palette that was presented.
- L. **Budget Review** – The Board reviewed the rough draft budget for 2022 prepared by Keystone Management. A motion was duly made, seconded and unanimously carried to approve a \$7.00 a month per unit increase for 2022.
- M. **Newsletter** – The Board reviewed the November newsletter. There was a request to put in contact numbers for the City of Irvine as well as parking enforcement and code enforcement. An article regarding the association’s increasing expenses and the effects of inflation would be added the newsletter.
- N. **Next Board Meeting** – The next Board of Directors meeting will be held on Monday, November 8, 2021 at 7:00 P.M, via zoom.

**VII. ADJOURNMENT**

There being no further business, the meeting was adjourned at 9:50 P.M.

ACCEPTED: \_\_\_\_\_

DATE: \_\_\_\_\_