

PARK PASEO HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
GENERAL SESSION – APRIL 11, 2022
PAGE 1 of 3

BOARD OF DIRECTORS PRESENT: Yumi Renshus
Jerry Cheng
Anthony Markus
Mina Brooks
Deepak Gupta

BOARD MEMBERS ABSENT: n/a

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

EXECUTIVE SESSION SUMMARY – March 14, 2022

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

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 March 14, 2022 General Session Meeting Minutes –

RESOLVED, to ratify the action taken and approve the March 14, 2022 General Session Meeting Minutes with noted changes. **Motion carried 5/0**

B. Acceptance of the March 30, 2022 Architectural Committee Minutes –

RESOLVED, to accept the action taken by the Architectural Committee at the March 30, 2022 Architectural Meeting. **Motion carried 5/0**

C. Review and Acceptance of February 28, 2022 Financial Statement -

PARK PASEO HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
GENERAL SESSION – APRIL 11, 2022
PAGE 2 of 3

RESOLVED, to accept the February 28, 2022 financial statements as submitted subject to 3rd party audit. **Motion carried 5/0**

VI. UNFINISHED/NEW BUSINESS

A. Landscape Service Bids.

1. The Board reviewed three bids for tree trimming. The bids were tabled pending the creation of a 4 year tree schedule.

Earthco was requested to attend the May Board Meeting to review installation of eucalyptus trees to replace trees removed.

- B. Tennis Court Lights.** The Board reviewed the lighting bids from Utility Reduction Solutions. The revised bids plus bids from Horizon Lighting and LTS were reviewed. On Motion duly made by Anthony Markus, seconded by Deepak Gupta and unanimously carried, the board approved bid option 3 from Utility Reduction Solutions for \$8,565.36.

- C. Delinquency Report** – On Motion duly made, seconded and unanimously carried, the Board approved liens on APN 530-062-01, 530-101-06, 530-091-58.

- D. Common Area Maintenance** – It was reported that there was a flooding event in the spa area over the weekend. The wader pool drained into the sump pump by the spa due to a valve issue and the sump pump couldn't remove the overflow due to a blockage in the sump pump drain line. The Board approved solicitation of a bid to install a float in the wader pool and also the annualized drain line inspections and cleaning for the sump pump.

- E. Pool Heater Bid** – The Board reviewed the pool heater bid for a 3rd heater at the clubhouse pool. It was deemed a third heater wasn't needed at this time.

- F. Entry Fob System.** – Anthony Markus reported that the fob system installation would be done in early May. The fob distribution was scheduled to begin on May 9th.

There was a request to install signage with the emergency number in the front of the clubhouse and pool area.

G. Reserve Study Bids.

On Motion duly made, seconded and unanimously carried, the Board approved the reserve study proposal from ARS to perform the 2023 reserve study for a cost of \$1,850.00.

PARK PASEO HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
GENERAL SESSION – APRIL 11, 2022
PAGE 3 of 3

- H. **Tot Lot Surface Maintenance Bids.** – On Motion duly made Jerry Cheng, seconded by Yumi Renshus and unanimously carried, the Board approved the bid from Play Core for \$3,517.00 to repair and coat the tot-lot surface.

- I. **Audit Approval** – On Motion duly made by Yumi Renshus, seconded by Anthony Markus and unanimously carried, the Board approved the 2021 audit prepared by Inouye, Shively, Klatt & McCorvey.

- J. **Newsletter** – The Board reviewed the May newsletter. Articles regarding tree removals, Cinco De Mayo, swim team, 6th grade pool party, pool hours and key fobs were requested to be included in the newsletter.

- K. **Next Board Meeting** – The next Board of Directors meeting will be held on Monday, May 9, 2022 at 7:30 P.M, via zoom.

VII. ADJOURNMENT

There being no further business, the meeting was adjourned at 8:58 P.M.

ACCEPTED: _____

DATE: _____