

PARK PASEO HOMEOWNERS ASSOCIATION

Board of Directors

GENERAL SESSION MEETING MINUTES

Monday, APRIL 12, 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 7:03 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
Kal Patel

DIRECTORS ABSENT

ASSOCIA-PCM

Lynn Wyatt, General Manager

2. 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.

3. HOMEOWNER FORUM (estimate 15 minutes, complete by 7:45 pm) Homeowners (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 Team Season

4. CONSENT AGENDA

A. Architectural Committee Report

B. Harvest Landscape Report

a) Proposal – Chemical Herbicide for Broadleaf Weeds \$1,309.80

The Board postponed discussion of this proposal to the May Board meeting.

C. Three Phase Lighting Report

D. Patrol One Report

E. Action List

E. Work Order Report

F. Financial Report FEBRUARY 2021

The **FEBRUARY 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	FEBRUARY 2021	JANUARY 2021
Operating Funds*	\$211,238.65	\$220,608.53
Reserve Funds	\$893,952.67	\$992,912.28
Accounts Receivable**	\$1,003.57	\$348.13
Prepaid Expenses	\$13,088.66	\$13,574.46
Current Year Net Income or (Loss)	\$32,279.44	\$33,953.57
	Operating	

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

****Due to the transition to a new Management company on May 1st 2021, the Board did not approve the financials.**

G. General Session Minutes

February 8, 2021 and **March 8, 2021** General Session minutes were reviewed. February corrections were made.

Motion Markus To approve items A – G on the consent calendar
2nd Cheng
VOTE Unanimous
(5 ayes / 0 nays)

5. UNFINISHED BUSINESS / NEW BUSINESS

A. NORTHSTARS Swim Team – Sangeeta Gupta

- 1) Season = June 7th to August 14th
- 2) Practices = Mon – Thurs 2:00 pm to 6:00 pm – 4 lanes needed
- 3) Inter-squad Meets = 6/19; 6/26; 7/10; 7/24;
- 4) Host training session for Coaches – Sat or Sun in May; Confirm that ISL insurance will cover this event;

Motion Renshus To approve the above requests from the Northstars
2nd Cheng
VOTE Unanimous
(5 ayes/0 nays)

B. Pool Deck Project

a) **Umbrella Bases**

Arrived and are installed. Request reimbursement to Gus Aarnaes for the purchase of umbrella stands, ramp pad and hangers for pool poles - \$2,866.96.

Motion Markus To approve reimbursement to Gus for pool supplies

2nd Renshus

VOTE Unanimous

(5 ayes / 0 nays)

b) **Vendor Machine Use**

Board member Patel suggested the Association ask the NORTHSTARS Swim Team to purchase the vending machine, manage it and keep the monies for the team before removing it. Discussion to continue at a future meeting.

c) **New Trash Cans**

Discussion of replacing trash cans on the pool deck and patio. Board member head up the project.

d) **Ultimate Remodel Addendum #4**

\$3,000 for new LED lights in Spa & BBQ areas

Motion Markus To approve \$3,000 Addendum #4

2nd Aarnaes

VOTE Unanimous

(5 ayes/ 0 nays)

e) **Forest Printing Invoice - Signs for Pool Area \$1,790.81**

Motion Markus To approve \$1,790.81 for new signs at Clubhouse pool Area

2nd Patel

VOTE Unanimous

(5 ayes/ 0 nays)

f) **Kim Iron Works** – Repair of outside enclosure gates – extension to pavers for safety - \$1,800

Motion Aarnaes To approve \$1,800 for extensions to enclosure gates

2nd Markus

VOTE Unanimous

(5 ayes/ 0 nays)

g) **Aquatic Balance Estimate for New Pool Heaters** = \$9,156.39

UPDATE – It was determined the heater's mother boards could be repaired by installing new boards and total costs would be \$983.83. The Board unanimously approved repair costs of \$983.83.

C. HARVEST – Irrigation Guest(s) Tim Carson Harvest

Tim Carson of Harvest attended the meeting and discussed community irrigation with the Board. There were concerns about response times and repeated repairs for the same irrigation problem. Tim said he would monitor the situation and have an irrigation tech to come out and meet with whomever, to discuss further.

WeatherTrak Controllers

There was also a discussion regarding WeatherTrak satellite controllers which would monitor the irrigation and save the community water. Currently Park Paseo has six old Weathertrak controllers that were used previously. The TG cell network they use is obsolete now, so there would be a minimal cost to update them. Additionally there is a monthly monitoring cost, which is paid directly to WeatherTrak, and is maintained by Harvest. A proposal will be sent to the Board for future consideration.

D. Three Phase Electric – Bollards/Sensors/Timers Guest(s) Josh

Josh of Three Phase Electric attended the meeting to discuss why the walkway bollards are on during the day and also the inside of the pool area lights are on a lot. He discussed the six (6) photocells throughout the community and said they will all operate differently depending on various factors – weather/cloud conditions, vegetation covering sensor, age of sensor, etc. He recommended replacing four of the six photocells with new photocells or another option would be to install astronomic time clocks. The Board requested a map of where all the sensors are located and a proposal. Once received, they will discuss this more at an upcoming meeting.

E. Reserve Study Proposal Advanced Reserve Solutions

The last onsite inspection was August 2019. \$1,200 no site visit/\$1,775 with site visit

Motion Aarnaes To approve an offsite inspection this year - \$1,200

2nd Renshus

VOTE Unanimous

(5 ayes/0 nays)

*** President Aarnaes would like for ARS to work with Keystone Management to be sure that Reserve categories match up with the financials.*

F. Bee Proposals

The Board reviewed bee proposals for future use and they will be used on a as needed basis.

G. Reopening of Facilities (Clubhouse & BBQ Usage)

The Board discussed reopening procedures for the Clubhouse and outside BBQs on the pool deck patio. Due to current COVID restrictions and the determination of capacity/waivers/sterilization/masks the Clubhouse will remain closed. The outside BBQ's will be open for use on a first come, first serve basis.

Motion Renshus To open the BBQs for use

2nd Markus

VOTE 4 ayes/1 nay Motion Carries

H. MAY Newsletter

Due to the transition from one Management company to the next, the Board asked Associa PCM to draft up a “skeleton” newsletter and the final is to be determined.

I. RV’s & CC&Rs

The Board reviewed correspondence from David Cane, Association Attorney, regarding changing the CC&Rs regarding RVs/Vans in the community. The Board determined to HOLD for now saying there are other items in the CC&Rs that might also need updating. They will revisit the matter at a future meeting. No further action at this time.

J. Commemoration for Board Member

The Board discussed what to do for the passing of Board Member Jim McMillen. There will be a discussion with the family and an article in the newsletter will be written.

K. Transition of Management Companies

Transitioning will take place over the next couple of weeks between Associa PCM and Keystone Management.

6. REFERENCE MATERIAL (Informational Only)

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

7. NEXT MEETING & SITE REVIEW

The next Board of Directors meeting is scheduled for **MAY 10, 2021. Keystone Property Management will conduct the meeting and manage the Association beginning May 1, 2021.** Executive Session to begin at 6:30 p.m. and General Session will follow at 7:00 p.m. location TBD.

8. ADJOURNMENT OF GENERAL SESSION

9:30 pm

Printed Name/Title

Signature

Date

- **9:30 pm** The Board adjourned General Session and re-entered Executive Session to continue discussion of unfinished items. **Executive Session was adjourned at 9:50 pm.**