

**PARK PASEO HOMEOWNERS ASSOCIATION**

**Board of Directors**

**GENERAL SESSION MEETING MINUTES**

**Monday, November 9, 2020**

**25 Christamon West Irvine, CA 92620**

**Community Clubhouse**

**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 Yumi Renshus, in accordance with California Civil Code, the agenda was posted at least four days prior to the meeting.

**DIRECTORS PRESENT**

Gus Aarnaes  
Yumi Renshus  
Jim McMillen  
Mina Brooks

**DIRECTORS ABSENT**

Jerry Cheng

**ASSOCIA-PCM**

Lynn Wyatt, General Manager

**OTHERS**

Four Homeowners

**2. EXECUTIVE SESSION**

*An Executive Session meeting was held immediately preceding 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**

Two Homeowners

*The following items were discussed but not limited to:*

- + Fallen trees during wind storm;*
- + Trees and bushes dying in an area around 16 Ensueno East;*
- + Leaning trees towards houses making homeowners nervous and they want them removed;*

**4. CONSENT AGENDA**

*Motion Brooks To approve items A – G on the consent calendar*

*2<sup>nd</sup> Aarnaes*

*VOTE Unanimous*

*4 ayes/0 nays*

**A. Architectural Committee Report**

The Board asked Management to remind the ARC to define the new look for desert/drought tolerant landscaping. The guidelines say lawns need to be 70% green.

**B. Harvest Landscape Report**

**C. Three Phase Lighting Report**

- D. **Action List**
- E. **Work Order Report**
- F. **Financial Report SEPTEMBER 2020**

Financials	SEPTEMBER 2020	AUGUST 2020
Operating Funds*	\$214,741.10	\$266,696.07
Reserve Funds	\$1,079,778.91	\$1,133,134.08
Accounts Receivable**	(\$1,262.12)	\$881.61
Prepaid Expenses	\$5,602.54	\$7,100.34
<b>Current Year Net Income or (Loss)</b>	<b>\$42,148.91</b>	<b>\$114,077.58</b>

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

**CD INVESTMENTS**

12/11/2020 \$100,000 Renews  
**Motion McMillen To renew CD for a one year term**  
**2<sup>nd</sup> Brooks**  
**VOTE Unanimous**  
**(4 ayes/ 0 Nays)**

12/31/2020 \$100,000 “  
 12/31/2020 \$100,000 “

**The Board postponed review of the remainder of the December CDs to the December Board meeting.**

- G. **General Session Minutes**  
 The **October 12, 2020** General Session minutes were reviewed and unanimously approved.

**5. UNFINISHED BUSINESS**

**A. UPDATES**

- a. **Clubhouse Deck Project Update**  
 The Board continued discussion of the pool deck project. An additional Addendum for the BBQ area was approved by the Project Committee.

Additionally, the Board unanimously approved releasing the 2nd payment to Ultimate Pools for the deck project. The amount \$142,149.00 and is to be taken from Reserves GL 9924.

- b. **Copier**  
Review of the copier proposals for the Association office continues.
- c. **Mailer to Community – Email Info & Opt Out Form**  
Discussion postponed pending receipt from Katy Howe, Associa Management.
- d. **CC&Rs and Recreational Vehicles**  
Discussion postponed pending receipt from David Cane, Association Attorney.
- e. **Blue Gum Eucalyptus**  
The Board is in the process of meeting with the City of Irvine to gather information of what they are doing for risk assessment of the Blue Gums trees in the City. Last winter the Association was pro-active to not only perform the usual scheduled trimming, but Board members conducted an additional walk through with the Arborist, and requested additional trimming.

## 6. NEW BUSINESS

- A. **2021 Budget Draft Cover Letter**  
The Board reviewed the draft cover letter for the Budget packet and approved it as submitted.
- B. **Toys for Tots Request**  
The Board reviewed a request from a homeowner to organize a Toys for Tots drop off site at the Clubhouse. The Board unanimously agreed and requested that Management contact the homeowner for details.
- C. **Proposal Requests Spreadsheet**  
The Board discussed the various proposals  
Security                                      Postponed until January 2021.  
Landscaping                                      Provide previous 2018 proposals at December meeting.  
**Iron Bark Eucalyptus Trees**  
The tree trimming schedule was reviewed. The Board wants to schedule trimming of the Iron Bark trees for January 2021 and the trimming costs will be paid out of the Tree Reserves in the 2021 budget.  
Auditors                                      To retain the services of current Auditor at this time.  
Holiday Lights                                      Clubhouse & Monuments – not to use professional services but to install lights by someone internally.
- D. **JANUARY NEWSLETTER**
  - a. **Online Newsletter Now**
  - b. Election Results
  - c. Holiday Decoration Winners with Pictures
  - d. Pool Deck Update
  - e. 2021 Budget – Dues Changed
  - f. Construction Noise – Working Hours
  - g. Tree Pick Up Date
  - h. Homeowner Requests – send to Office or Website
  - i. Holiday Decorations Removal Date

## 7. REFERENCE MATERIAL (Informational Only)

- A. Annual Calendar
- B. Site Maps
- C. Tree Trimming Schedule
- D. Newsletter

**8. NEXT MEETING & SITE REVIEW**

The next Meeting of the Park Paseo Board of Directors is scheduled for **December 14, 2020** at 25 Christamon West, Irvine, CA 92620. 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