

**PARK PASEO HOMEOWNERS ASSOCIATION**  
**Board of Directors**  
**GENERAL SESSION MEETING MINUTES**  
**Monday, DECEMBER 14, 2020**  
**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 7:00 p.m. by Gus Arnaes, in accordance with California Civil Code, the agenda was posted at least four days prior to the meeting.

**DIRECTORS PRESENT**

Gus Arnaes  
Yumi Renshus  
Jim McMillen  
Jerry Cheng  
Anthony Markus

**DIRECTORS ABSENT**

**ASSOCIA-PCM**

Lynn Wyatt, General Manager (ABSENT DUE TO ILLNESS)

**1. CALL TO ORDER – GENERAL SESSION**

**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**

(1 Homeowner)

*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 to leave the Prosa Pool open past the December 31, 2020 shutdown date. Many homeowners are using the Prosa Pool since the Clubhouse Pool is shutdown, and it's great exercise during this pandemic;*

**4. CONSENT AGENDA**

- A. Architectural Committee Report**
- B. Harvest Landscape Report**
- C. Three Phase Lighting Report**
- D. Patrol One Report**
- F. Action List**
- E. Work Order Report**

**F. Financial Report OCTOBER 2020**

The **OCTOBER 2020** financials were reviewed.

<b>Financials</b>	<b>OCTOBER 2020</b>	<b>SEPTEMBER 2020</b>
Operating Funds*	\$207,460.64	\$214,741.10
Reserve Funds	\$1,095,431.65	\$1,079,778.91
Accounts Receivable**	(\$830.50)	(\$1,262.12)
Prepaid Expenses	\$4,404.94	\$5,602.54
<b>Current Year Net Income or (Loss)</b>	<b>\$53,226.825</b>	<b>\$42,148.91</b>

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

**CD INVESTMENTS**

12/31/2020 \$100,000 12 months RENEW 12 months  
 12/31/2020 \$100,000 9 months RENEW 9 months  
 1/11/2021 \$100,000 9 months RENEW 6 months

**Motion Aarnaes To renew above CD's at the indicated terms**

**2<sup>nd</sup> Cheng**  
**VOTE Unanimous**  
**(5 ayes/0 nays)**

**REAL TIME BUDGET**

Management to set up financial meeting for more discussion.

**G. General Session Minutes**

The **November 9, 2020** General Session minutes were reviewed. Minutes approved with one correction.

**Motion Cheng To approve items A – G on the consent calendar as presented**

**2<sup>nd</sup> McMillen**  
**VOTE Unanimous**  
**(5 ayes / 0 nays)**

**5. UNFINISHED BUSINESS**

**A. UPDATES**

**a. Clubhouse Deck Project Update**

Jacuzzi Crack

The Board was advised of a jacuzzi crack found in the bottom of the spa and reviewed a proposal from AquaCreations to make the fiberglass crack repairs. A new coating for the entire jacuzzi is required at a cost of \$11,420. (\$2420 may be subtracted from the total for tiles pending Association supply).

The Board asked Management to seek an additional proposal for comparison of costs. It was noted the jacuzzi cannot be worked on until the deck work in the area is completed.

**b. Prosa Pool**

The Board discussed the December 31<sup>st</sup> shutdown date for the Prosa Pool. Costs to keep the Prosa Pool open are approximately \$1300 - \$1500 per month depending on the weather.

**Motion**                      **McMillen**                      **To leave the Prosa pool open for another month and to make a decision month to month going forward**

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

**VOTE**                                      **Carries**

**( 4 ayes/ 1 abstain)**

**c. Office Copier**

The Board discussed the two copier options for the Association office. After discussion the Board decided to choose a high-volume copier is not necessary due to going more and more paperless and suggested a laser printer instead. The budget should be \$1,000 or less for the copier. This matter will continue.

**d. Paperless Billing & Opt Out Form**

The "Paperless Billing Contest" will be over on December 20<sup>th</sup>. At that time a random selection will take place of all homeowners who have signed up, selecting five homeowners to receive a \$50 gift card for signing up for Paperless Billing.

Opt Out Form – the Association is still receiving Opt Out forms. So far approximately 10 have been received.

**e. CC&Rs and Recreational Vehicles**

At the time of this meeting, the Board has not received any draft documentation from Association Attorney, David Cane. This matter will continue at future meetings.

**f. Proposals**

The Board acknowledged various proposals have been received and decided to postpone further discussion until after the first of the year.

**NEW BUSINESS**

**A. Insurance Renewal Proposals**

**Renewal Date: 1/16/2021**

The Board reviewed three proposals for Association insurance for 2021.

Armstrong et al (Current Carrier)	\$11,746
Kim Milller (AIAI)	\$13,622
Labarre et al (American Alternative)	\$15,111

**Motion**                      **McMillen**                      **To approve current carrier, Labarre et al,  
for 2021 Insurance**

**2<sup>nd</sup>**                              **Cheng**

**VOTE**                              **Unanimous**

**( 5 ayes/ 0 nays)**

**B. Blue Gum Eucalyptus**

The Board discussed the Blue Gum Eucalyptus trees in the community. There have been meetings with the City of Irvine’s Arborist, Aaron Reese and with a 3<sup>rd</sup> Party Arborist from Dudek Company and with Harvest Landscape Arborist, Dave Ramos. A proposal was presented by Dudek Company for testing and evaluation of the most serious trees. Once the trees have been categorized and tested, the Association will have guidance of which direction to go.

**Motion**                      **McMillen**                      **To verify the costs of Dudek’s proposal and  
relay back to the Board to conduct Level 2 /  
Level 3 testing**

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

**VOTE**                              **Unanimous**

**( 5 ayes/ 0 nays)**

**C. Board Reorganization – Positions**

The Board discussed reorganization of Board positions.

President	Aarnaes
1 <sup>st</sup> Vice President	Renshus
2 <sup>nd</sup> Vice President	McMillen
Treasurer	Cheng
Secretary	Markus

**D. Holiday Lighting Winners**

- 1<sup>st</sup> Place 1,3,5 Fortuna West TIE
- 2<sup>nd</sup> Place 6 Alameda
- 3<sup>rd</sup> Place 1 Lucero West

+++++

Honorable Mentions

- 14 Glorieta East
- 23 Ensueno West
- 23 Entrada East
- 7 Delamesa West
- 9 Ninos

**E. JANUARY NEWSLETTER – ONLINE ONLY**

- a. Online Newsletter
- b. Election Results
- c. Holiday Decoration Winners
- d. Pool Deck Update
- e. 2021 Budget – Dues Changed
- f. Construction Working Hours
- g. Holiday Decoration Removal Date and Tree Pick Up Date
- h. Homeowner Concerns/Requests to Office
- i. Blue Gum Eucalyptus & Other Trees

**7. REFERENCE MATERIAL (Informational Only)**

- A. Annual Calendar
- B. Site Maps
- C. Tree Trimming Schedule
- D. Newsletter – **DECEMBER 2020**

**8. NEXT MEETING & SITE REVIEW**

The next Meeting of the Park Paseo Board of Directors is scheduled for **January 11, 2021** 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**

\_\_\_\_\_  
Printed Name/Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

