

PARK PASEO HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
GENERAL SESSION – AUGUST 8, 2022
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BOARD OF DIRECTORS PRESENT: Yumi Renshus
Jerry Cheng
Deepak Gupta
Khurram Shoro – appointed at 9:15 p.m.

BOARD MEMBERS ABSENT: Anthony Markus

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

EXECUTIVE SESSION SUMMARY – August 8, 2022

Security Matters, Legal Discussion, Board/Management Expectations were discussed.
APN149406270 was approved for non-judicial foreclosure.

I. CALL TO ORDER

The meeting was called to order by Board President, at 8:00 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

n/a

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 July 11, 2022 General Session Meeting Minutes –

RESOLVED, to ratify the action taken and approve the July 11, 2022 General Session Meeting Minutes. **Motion carried 3/0**

B. Acceptance of the July 27, 2022 Architectural Committee Minutes –

RESOLVED, to accept the action taken by the Architectural Committee at the July 27, 2022 Architectural Meeting. **Motion carried 3/0**

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C. Review and Acceptance of June 30, 2022 Financial Statement -

RESOLVED, to accept the June 30, 2022 financial statements as submitted subject to 3rd party audit. **Motion carried 3/0**

A request was made to re-check the gas bills and water bills.

Keystone was requested to put the action/punch list in executive session.

Keystone was requested to remove the prepaid report from the board packs.

VI. UNFINISHED/NEW BUSINESS

A. Landscape Service Bids.

The Board reviewed the tree trimming bids. The board didn't approve the EarthCo proposal 73208 to remove 3 trees next to 1 Alba. The board requested competitive bids to remove trees by 12 Diamante. All other landscape bids would be re-submitted with 1 gallon plants instead of 5 gallon plants.

B. Delinquency Report – n/a.

C. Pool Review – Quality of pool service would continue to be monitored.

D. Common Area Maintenance – It was reported that LTS Lighting had identified a loose wire in the electrical closet that was loose. The connection was secured and the electrical was work properly. The board didn't approve an inspection proposal at this time due to no other known safety issues. The Board reviewed a bid from Personal Touch to deep clean the Clubhouse restroom showers. A bid would be requested from another cleaner. It was reported that Patrol One wasn't deadbolting the pool gates at night. Patrol One would be contacted to correct this and provide a credit.

The Board reviewed and approved a trial to allow the pool to be opened at 6:30 a.m. An announcement would be made in the newsletter.

The board reviewed the cost of creating a banner mockup. There was no objection to a \$78.50 charge for a mockup.

There was a discussion on the need to replace cracked patio tables in the future.

Clubhouse lobby tables were reviewed. More lobby tables would be reviewed before a replacement of the damaged lobby tables was selected.

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- E. **Entry Fob System** – On Motion duly made, seconded and unanimously carried, the Board approved the Bear Security Bid to install two new fob readers at the restroom doors at the Prosa pool for \$3,430.88. Bear Security would first be asked why the existing controllers for the front gate reader can't be used.

- F. **Social Events** – The Board reviewed the Movie Night social event. It was reported it was well attended. Ideas were reviewed for future events.

- G. **Retainer** – On Motion duly made, seconded and unanimously carried, the Board approved the Cane & Harkins for \$1,200.00.

- H. **Reserve Study** – The Board reviewed the rough draft reserve study. The Board would provide feedback on the rough draft reserve study over the next month.

There was a request to get the barbecues serviced. Keystone was requested to contact a handyman that works at Woodbury for possible work at Park Paseo.

- I. **Newsletter** – The Board reviewed the September newsletter. A year end recap of the Northstars article needed to be included in the newsletter. An article about the parking lot not to be used for pickup and drop offs needed to be included along with a recap of Movie Night. Photos of Movie Night would also be included in the newsletter article. The summer tips article would be removed and replaced with an article reminding residents to close umbrellas when done and to put back the pool chairs. A request for volunteers or homeowners with suggestions for landscaping would be included in the newsletter.

- J. **Board Member Appointment** – On Motion duly made, seconded and unanimously carried, the Board approved the appointment of Khurram Shoro to fill the vacancy on the Board with a term ending in October 2023.

- K. **Next Board Meeting** – The next Board of Directors meeting will be held on Monday, September 12, 2022 at 7:30 P.M, via zoom.

VII. ADJOURNMENT

There being no further business, the meeting was adjourned at 9:46 P.M.

f

ACCEPTED: _____

DATE: _____