

PARK PASEO HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
GENERAL SESSION - NOVEMBER 20, 2023
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DIRECTORS PRESENT: Yumi Renshus
Deepak Gupta
Khurram Shoro

DIRECTORS ABSENT: Jerry Cheng
Anthony Markus (resigned)

MANAGEMENT REPRESENTATIVES: Rebecca Smith, Director of Community Mgmt
Gina Pauley, Senior Community Manager
Kimberly Haw, Community Manager
Keystone Pacific Property Management, LLC

EXECUTIVE SESSION SUMMARY – November 20, 2023

The Board met in Executive Session on November 20, 2023, and approved the October 16, 2023, Board Executive Session Meeting Minutes, discussed compliance matters, homeowner requests, and delinquent accounts.

I. CALL TO ORDER

The meeting was called to order by President Renshus at 6:29 p.m.

II. PROOF OF NOTICE OF THE MEETING

Proof of Notice of the meeting was recorded by Management on behalf of the Board of Directors.

III. HOMEOWNER FORUM

One owner was in attendance to discuss community trees and provided a community tree list.
Gus –

IV. COMMITTEE REVIEW

Landscape Committee Update – The monthly landscape walk is scheduled for *.

V. CONSENT CALENDAR

A motion was made, seconded and carried to approve the following items from the consent calendar, without further discussion. **Motion carried 3/0.**

A. Approval of the October 16, 2023, General Session Meeting Minutes -

RESOLVED, to ratify the action taken and approve the October 16, 2023, General Session Meeting Minutes as presented.

B. Acceptance of the October 25, 2023, Architectural Committee Minutes -

RESOLVED, to ratify the action taken and approve the October 25, 2023, Architectural Committee Minutes.

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C. Review and Acceptance of Financial Statements – RESOLVED, to accept the October 31, 2023, financial statements as submitted by Management subject to a third-party audit.

D. CD Investment Update – The Board requested a report of investments in January.

E. LIEN/FORECLOSURE ACTIONS:

- 530-72-02 – Motion carried to proceed with recording a lien. **(Motion Carried 3/1 – Jerry abstain)**
- 530-074-01 – Motion carried to proceed with sending the file to Witkin and Neal to initiate non-judicial foreclosure.
- 530-073-11 – Motion carried to proceed with sending the file to Witkin and Neal to initiate non-judicial foreclosure.

RESOLVED, to ratify the actions taken and approve the actions taken in accordance with the Association’s delinquency policy.

VI. UNFINISHED/NEW BUSINESS

A. Landscaping

- 1. **Tree Maintenance – the Board shall review proposals for trimming and maintenance as follows:**

Harvest	Trimming	\$12,339	Pg. 73-74
Harvest	Jacarandas	\$29,000	Pg. 75
Earthco	Misc. Trim & Remove	\$11,440	Pg. 76-86
Harvest	Misc. Trim & Remove	\$14,600	Pg. 87-96
Earthco	2 Alba W French Drain	\$2,193.32	Pg. 97-98
Hydropoint	Weather Trak Renewal	\$12,929 (2 years)	Pg. 99

B. The Board may review the 2021 Dudek report.

C. Common Area & Building Maintenance

- 1. **Pool Maintenance** – The Board may review the list of recently replaced components from the last two (2) service providers; 1 Stop and Aquapure.

D. Administration

- 1. Draft Budget – The Board shall review the revised draft budget for 2024.
- 2. Audit & Taxes – The Board shall review the proposals for the preparation of the annual audit and taxes from Owens CPAs, and from ISKM.

E. Homeowner Requests

- 1. Yamaoka – The owner would like to request additional reimbursement for items damaged at

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a party that she replaced.

F. Website Updates & Newsletter Articles

1. Newsletter articles - The Board may discuss topics for the November newsletter.

G. Vendor Reports

1. EarthCo – Landscape Report
2. Patrol One – Patrol Summary Report

H. Documents & Policies

Please review these standing items at your leisure.

- I. Next Board Meeting** – The next regular session meeting will be held on December 12, 2023, at 7:00 P.M. at the clubhouse.

VII. ADJOURNMENT