

PARK PASEO HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
GENERAL SESSION – SEPTEMBER 11, 2023
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DIRECTORS PRESENT:

Yumi Renshus
Jerry Cheng – Via teleconference
Deepak Gupta
Anthony Markus – Via teleconference

DIRECTORS ABSENT:

Khurram Shoro

MANAGEMENT REPRESENTATIVES:

Gina Pauley, Senior Community Manager
Keystone Pacific Property Management, LLC

EXECUTIVE SESSION SUMMARY – SEPTEMBER 11, 2023

The Board met in Executive Session on September 11, 2023, and approved the August 14, 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 7:08 P.M.

II. PROOF OF NOTICE OF MEETING

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

III. HOMEOWNER FORUM

Owners from the following addresses were in attendance to discuss; financials, landscape, ARC items, school parking, and Airbnb.

IV. COMMITTEE REVIEW

A. Landscape Committee – The monthly landscape walk is scheduled for 9/21/23.

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V. CONSENT CALENDAR

A motion was made, seconded, and carried to approve the following items from the consent calendar, without further discussion. **Motion carried 4/0.**

A. Approval of the August 14, 2023, General Session Meeting Minutes – RESOLVED, to ratify the action taken and approve the August 14, 2023, General Session Meeting Minutes as corrected.

B. Review and Acceptance of the August 31, 2023, Financial Statement – RESOLVED, to accept the **August 31, 2023** financial statements as submitted subject to 3rd party audit.

VI. UNFINISHED/NEW BUSINESS

A. Delinquency Report – The Board reviewed the delinquency report. Motion made, seconded, and carried unanimously to place a lien on Accounts 530-073-11 and 530-074-01. **Motion carried 4/0.**

B. Landscape Maintenance - EarthCo landscape proposals were reviewed as follows:

Proposal	Location	Description	Cost	Decision
78273	1 Diamante	Install Drain	\$3,606.65	Approved
79757	Throughout	Weather Trak Upgrade (V2)	\$26,730.62 (V1 was \$49k)	Approved
82459	2 Volleyball Courts	Additional Sand	\$8,908.00	Tabled

Motion duly made, seconded and carried unanimously to approve the controllers and the drain installation as presented. **Motion carried 4/0.**

C. Common Area & Building Maintenance

1. Lighting & Electrical Repairs – The Board reviewed proposals presented by Three Phase for various items as follows:

Proposal	Location	Description	Cost
LS-583697-EE	Walkway	Damaged by Harvest. Payment received in full.	\$3,260.00 - Approved
12065	Clubhouse	Burnt main wire in panel	\$3,400.00 -Tabled
12069	Pool Area	Lighting short	\$880.00 - Tabled

Motion duly made, seconded and carried unanimously to approve the walkway bollard replacement as presented. **Motion carried 4/0.**

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2. **BBQ Maintenance** – The Board reviewed a proposal for the replacement of two (2) BBQs from OC BBQ Cleaning in the amount of \$4,500.00. **This item was tabled for additional bids.**

D. Administration

1. **Reserve Study** – The Board reviewed the reserve study for 2024, prepared by Association Reserves. This year did not require a site visit. **This item was tabled for additional review.**
2. **Reservation Hours** – The Board discussed reservation times. Motion made, seconded and carried to change the end time to 11:00 P.M. on Sundays. **Motion carried 3/1.**
3. **Restroom Equipment** – The Board discussed removing paper towels from the restrooms. Motion made, seconded and carried to remove the paper towels. **Motion carried 3/1.**
4. **Signs & Banners** – **The Board discussed ordering new event signage. Motion made, seconded, and carried** order a new set of social signs and banner. **Motion carried 4/0.**

E. Homeowner Requests

1. **8 Alameda** – Owner requesting reimbursement of items broken when clubhouse table failed. Motion made, seconded, and carried to reimburse cost of clubhouse rental. **Motion carried 4/0**
3. **31 Glorieta East** – Owner requesting mosquito treatment of whole community. Motion made, seconded and carried to deny the request. **Motion carried 4/0.**

E. Next Board Meeting – The Annual meeting and Election will be held on Monday, October 16, 2023, at 7:00 P.M, at the Clubhouse.

VII. ADJOURNMENT

With no further business, the meeting was adjourned at 9:15 P.M.

ACCEPTED: _____

DATE: _____