

PARK PASEO HOMEOWNERS ASSOCIATION

Board of Directors

GENERAL SESSION MEETING MINUTES

Monday, August 10, 2020

25 Christamon West Irvine, CA 92620

Clubhouse Patio

1. CALL TO ORDER

The General Session meeting of the Park Paseo Homeowners Association Board of Directors was called to order at 7:05 p.m. by Gus Aarnaes, 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

One Homeowner

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

One Homeowner

The following items were discussed but not limited to:

- + Architectural Minutes not on the website as promised;*
- + Website still needs updating, more consistent formatting and a more usable format;*
- + Dead bushes and weeds surrounding Clubhouse;*
- + Landscaping in common area;*
- + City curb repairs needed;*
- + Costs of Prosa Pool deck;*

4. CONSENT AGENDA

A. Architectural Committee Report

a. **Account #202-9979** The Board reviewed a request from the Architectural Committee to fine this homeowner for 1) Not submitting an Architectural Application for painting house (\$25); 2) For washing down paint in the street in front of their driveway (\$50); A unanimous vote was taken and carried to fine the homeowner.

- B. Harvest Landscape Report**
- C. Three Phase Lighting Report**
- D. Action List**
- E. Work Order Report**

None

F. Financial Report JUNE 2020

The **JUNE 2020** financials are attached for the Board’s review and approval. I have attached a variance report to show any large variances in income or expenses for the month.

Financials	JUNE 2020	MAY 2020
Operating Funds*	\$330,048.99	\$230,076.57
Reserve Funds	\$1,107,290.74	\$1,177,798.21
Accounts Receivable**	(\$506.82)	(412.00)
Prepaid Expenses	\$8,922.70	\$10,197.36
Current Year Net Income or (Loss)	\$52,639.38	(26,472.02)

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

The Board postponed approval pending further review.

G. General Session Minutes

The July 13, 2020 General Session minutes are attached for your review for approval.

Motion Brooks to approve the Consent Agenda minus the Financials
2nd Renshus
VOTE Unanimous
(4 ayes/0 nays)

5. UNFINISHED BUSINESS

A. UPDATES

- A. Red Curbs Christamon Streets – East & West Corners**
 Complete – No further action;

B. Clubhouse Deck Proposal

- a. Signatures were captured on the final contract. (\$473,830.00);
- b. The paver color was determined. **Antique Biscotti** was selected for the entire deck. There will be NO two colors. Size and layout to be determined;
- c. Tennis Courts – Management presented a proposal for \$1200 for a gate to be installed outside of the pool area so that the tennis players could continue to play during the deck remodel. The Board unanimously approved;

C. Reserve Study Notes

No further action.

D. Yumi Financial Question

E. Brey Electric Invoice Analysis

After discussion, the Board unanimously approved to pay Invoice #5476 in the amount of \$1,659.16.

6. NEW BUSINESS

A. Account #180-5686 10 Entrada West

The Board reviewed the correspondence and pictures sent by this homeowner regarding the root damage caused by the center island, Jacaranda tree out in front of his home. It was noted the Jacaranda trees throughout the community have been a problem and have caused the same damage to other homeowners. The Board asked Management to respond to the homeowner saying this would be his responsibility and not the Associations as it has been historically.

Additionally, Management is to communicate to the homeowner the Jacaranda trees will be further discussed at the September Board meeting. The Board is considering the removal and replacement of the Jacaranda trees but need to consult with Arborists and come up with a plan. The Board appreciates their patience until this can be done.

B. Harvest Tree Pruning Proposal \$17,604 Proposal #82691

The Board reviewed this Tree Trimming Proposal and unanimously agreed to postpone further discussion until the Budget process begins. It was noted that this proposal is for 2021 and not this year.

C. Personal Touch Cleaning Proposal Additional Deep Cleaning

The Board reviewed their proposal and determined deeper cleaning is not needed at this time.

D. Cane, Walker et al Renewal Proposal

After review of David Cane's proposal, the Board unanimously agreed to sign his retainer for another year.

Motion Renshus to approval retainer fee of \$1,200
2nd McMillen
VOTE Unanimous
(4 ayes/0 nays)

E. Office Equipment

Management discussed the need for a new copier/scanner in the office. Also a camera for the monitor is needed as many meetings are now being conducted online. The Board unanimously approved the requests.

F. October Newsletter Articles

- a. Take Out – Halloween & any Holiday info;
- b. Prosa Pool open until mid-October;
- c. Article encouraging homeowners to sign up their email on TownSQ. Beginning January 2021 the newsletter and other Association info will be conveyed online only;
- d. C/H Pool Construction
 - Begins Oct 1st and will last 4-5 months;
 - Clubhouse Pool and Spa will be totally closed;
 - Office Parking Lot – will be closed to all vehicles & will be a staging area for construction materials & equipment;
 - Tennis Courts will be open and access will be through a new gate;
- e. Parking over sidewalks is prohibited and a City Ordinance;
- f. Run Zero Lot Line info again;

G. Financial Meeting Follow Up

Postponed pending further information.

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 **SEPTEMBER 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

Printed Name/Title

Approval Signature

Date

