

PARK PASEO HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
GENERAL SESSION – APRIL 10, 2023
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DIRECTORS PRESENT:

Yumi Renshus
Anthony Markus
Deepak Gupta

DIRECTORS ABSENT:

Jerry Cheng
Khurram Shoro

MANAGEMENT REPRESENTATIVES:

Scott Aaronsen, Regional Manager
Robert Spencer, Senior Community Manager
Keystone Pacific Property
Management, LLC

EXECUTIVE SESSION SUMMARY – April 10, 2023

Security Matters, Legal Discussion, Board/Management Expectations were discussed.

I. CALL TO ORDER

The meeting was called to order by the Board President, Yumi Renshus, at 7:09 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

- A. 12 Campanero West – Complaint about neighbors window installation.
- B. 8, 9 & 13 Ensueno West – Complaint about neighboring home being used as an Airbnb.
- C. 27 Glorieta East – Issues with landscaping, tennis court resurfacing & fixing the crank on the tennis court net.
- D. 16 Lucero East – Having difficulty with accessing his neighbor's property to clean his dryer vent.

IV. COMMITTEE REVIEW

- A. Landscape Committee – No additional volunteers have come forward.
- B. Monthly Landscape Walk – Discuss dates & times with Gus.

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 March 22, 2023, General Session Meeting Minutes – RESOLVED**, to ratify the action taken and approve the March 22, 2023, General Session Meeting Minutes subject to including that there is a maximum of 38 non-residents allowed for the Northstars swim team.
- B. **RESOLVED**, to accept the actions taken by the Architectural Committee at the March 29, 2023, Architectural Meeting.
- C. **Review and Acceptance of February 28, 2023, Financial Statement –**

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RESOLVED, to accept the **February 28, 2023**, financial statements as submitted subject to 3rd party audit.

VI. UNFINISHED/NEW BUSINESS

A. Landscape Service

1. Harvest Tree Removal Project – Scheduled to begin on April 18th & last for approximately 3 weeks. The Board through management has requested the tree trimming schedule.
2. Earthco needs to till the sand in the volleyball court.

B. Lighting Maintenance

1. The Board reviewed 2 proposals from Utility Reduction Solutions, Inc.:
 - a. A motion was made, seconded, and unanimously carried to approve a proposal to install LED lighting for the volleyball court behind the clubhouse for a total cost of \$1,502.70 (budget line item 9165).
 - b. A motion was made, seconded, and unanimously carried to approve a proposal to replace the leaning light post in the parking lot for a total cost of \$3,456.25 (budget line item 9165).

C. Common Area Maintenance

1. Management was directed to obtain a quote from Dumor for 2 additional matching benches for the common area.

D. CD Investments

1. A motion was made, seconded, and unanimously carried to approve the investment strategies submitted by Comerica:

**Current
Balance: \$453,775.95**

Proposed Investment	Expected Maturity	Estimated Rate*	Investment Amount
Liquid Funds	<i>N/A (money mkt)</i>	2.45%	\$103,775.95
3-mo CD	07/2023	4.85% - 4.70%	\$50,000
6-mo CD	10/2023	4.90% - 4.75%	\$100,000
9-mo CD	01/2024	4.90% - 4.75%	\$100,000

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12-mo CD	04/2024	4.85% - 4.50%	\$100,000
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E. City of Irvine Request

1. A motion was made, seconded, and carried to not send an email blast to residents with the notice from the City of Irvine regarding the proposed signage, stripping & parking changes on Hicks Canyon east of Yale. It was determined that the Association does not have email addresses for all homeowners and the Board also opposes the proposed work.

F. Northstars Swim Team Requests

1. No update from Northstars. The Board requested Management to send an invitation to the next Board meeting to Timmy Do from the Northstars.

G. Reserve Study Proposals

1. A motion was made, seconded, and unanimously carried to approve the proposal from Advanced Reserve Solutions, Inc. to perform a reserve study update (no site visit) for a total cost of \$1,300.00 (budget line item 8222).

H. Playground Repairs

1. Contracted repairs are scheduled to be completed by 4/11/23.
2. A motion was made, seconded, and unanimously carried to approve the additional proposal from CPM to install new footers for the Alba West playground for a total cost of \$960.00 (budget line item 9255).

I. Website Updates

1. The Board reviewed concerns from 17 Glorieta East regarding documents on the website and directed Management to make updates as needed and to let the Homeowner know which items will not be addressed for various reasons.

J. Homeowner Concerns

1. 16 Lucero East – Homeowner is having difficulty cleaning out his dryer vent because he is not able to access it unless the neighbor leaves their gate unlocked. The neighbor had given him restricted access during certain hours previously but now is not allowing him access at all. Management will follow up again with the neighbor to remind them aware that they must make reasonable accommodations for the dryer cleaning access.

K. 2023 Community Event Sponsorships

1. A motion was made, seconded, and unanimously carried to approve the following events recommended by Aviles Real Estate Group:
 - a. Shredding & Giving on June 17th
 - b. Back to School Family Fun Night on August 26th
 - c. Firefighter Service Day on September 9th & 11th
 - d. Family Photo Day on November 4th

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- e. Pie Giveaway on November 16th & November 17th
- f. Santa Calls on December 16th

L. Pool Deck Repairs

- 1. Management to contact Ultimate Pool Remodeling and ask them to review the damage to the tiles and request for them to do the repairs under the warranty.

M. **Next Board Meeting** – The next Board of Directors meeting will be held on Monday, May 8, 2023, at 7:00 P.M, in person & via Zoom.

VII. ADJOURNMENT

There being no further business, the meeting was adjourned at 10:14 P.M.

ACCEPTED: A. Myalson

DATE: 7-12-23