

**PARK PASEO HOMEOWNERS' ASSOCIATION  
GENERAL SESSION MEETING MINUTES**

**December 9, 2024**

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**BOARD OF DIRECTORS PRESENT:** Khurram Shoro, Vice President  
Deepak Gupta, Treasurer  
Craig Muller, Secretary  
Albert Tseng, Member at Large  
Isaiaruvi Malarmannan

**BOARD OF DIRECTORS ABSENT:**

**MANAGEMENT:** Victoria Gish, Director of Community Management  
Kade Clark, Associate Manager

**EXECUTIVE SESSION SUMMARY- December 9, 2024**

The Board of Directors met in Executive Session on December 9, 2024, and went over the punch list for the community, Executive Session Minutes, and member discipline.

**I. CALL TO ORDER/ROLL CALL**

The meeting was called to order by Board Treasurer, Deepak Gupta at 6:28 PM. Proof of Notice was recorded by Management on behalf of the Board of the Directors.

**II. HOMEOWNER FORUM:** There were three (3) homeowners present.

- 63 Diamante: Landscape Concerns
- 8 Entrada W: Asking for tree trimming to be done.
- 22 Glorieta W: Continues to dispute \$30 Late Letter charge on their account.

**III. CONSENT CALENDAR: Carried (4/0)**

**A. Approval of November 12, 2024, General Session Meeting Minutes** – The board shall review the minutes taken by management from the November 12, 2024, General Session Meeting.

**RESOLVED**, to approve the minutes from November 12, 2024, as presented. The motion passed with three (3) yes votes and two (2) abstains.

**B. Approval of November 20, 2024, Architectural Meeting Minutes** – The board shall review the minutes taken during the November 20, 2024, Architectural Meeting.

**RESOLVED**, to unanimously approve the minutes from November, 2024, as presented. **(5/0)**

**C. Review and Acceptance of October 31, 2024, Financial Statements-** The Board reviewed the October 31, 2024, Financial Statements.

**RESOLVED**, to accept the October 31, 2024, Financial Statements. **(5/0)**

**D. CD Renewal-** The Board reviewed the CDs for the Association and the current cash level.

**RESOLVED**, no action to be taken.

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**IV. DELINQUENCY ACTION-None**

The Board reviewed one (1) Lien Resolution in Executive Session.

**RESOLVED**, to unanimously approve the lien as presented when management confirms that there has not been a lien previously filed.

**V. NEW/UNFINISHED BUSINESS**

**A. Unpaid Invoices-** Management noted there are multiple invoices that have been left unpaid, stemming back to August 2024. Management has requested the Board Members please log in and approve the invoices.

**No Action Taken.**

**B. Annual Audit-** The Board reviewed the 2023 Annual Audit, which was previously approved via email and mailed to the membership as required by Civil Code.

**RESOLVED**, to unanimously ratify the approval of the 2023 Annual Audit as distributed to the membership.

**C. Northstar Swim Team-** Natasha, President of the swim team, was present to meet with the Board and discuss the upcoming season and team roster. Natasha required that the team be permitted to complete their annual polar bear plunge on 01.01.2024.

**RESOLVED**, to unanimously approve the plunge to take place on 01.01.2025 at 10:00AM.

**D. Landscape Committee** –The Board discussed the formation of a formal landscape committee with interested homeowners who have contacted management.

**RESOLVED**, to appoint homeowners Adel Barry, Glenn Wilk, Natalie Vishnay, and Board Members Craig and Albert as the landscape committee. The committee will act as liaisons for the Board, but the Board will ultimately have decision making authority for large projects.

**E. Lighting Proposal-Volleyball Court-**The Board reviewed the correspondence and proposal from ProTek to complete an inspection of the Volleyball court wiring.

**RESOLVED**, to approve the cost NTE \$2500 after Craig and Deepak give management the final approval to move forward with the work. Management will not send a work order until Craig and Deepak confirm.

**VI. OPEN LANDSCAPE MATTERS**

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**A. General Landscape Proposals**

The Board of Directors reviewed the following open Landscape Proposals:

NAME	DESCRIPTION	PRICE	DECISION
Proposal 9143	Cool Season Tree Trimming 190 Eucalyptus 121 Jacaranda 19 Sycamore 9 Chinese Elm 8 Podocarpus 7 Brazilian Pepper <b>Total #354</b>	\$71,615	<b>Management to submit an RFP to: Harvest Park West Great Scott Villa Park</b>
Proposal 5920	Proposal to install Agave at Pool Entrance	\$965	<b>Unanimously approved as presented.</b>
Proposal 4358	Replace missing plants along the walkway between Alameda and Ensueno E	\$2,775	<b>Unanimously approved subject to confirmation if there should be additional plants, or just the one type.</b>
Proposal 5535	Installation of 15 Eucalyptus trees at end of school	\$7350	<b>Unanimously approved subject to confirmation of the locations. AND tree species.</b>
Proposal 5538	Installation of 10 Magnolia Trees at Alameda and Christamon	\$4900	<b>Unanimously approved subject to confirmation of the locations. AND tree species.</b>
Proposal 5536	Installation of new plants at walkway between Alameda and Ensueno	\$3175	<b>Unanimously approved as presented.</b>
Proposal 5537	Fill bare area at one (1) corner of Orange Arrow and Lucero	\$2150	<b>Unanimously approved as presented.</b>
Proposal 4537	Installation of four (4) live oak trees at back corner of pool to replace removed trees	\$1,960	<b>Unanimously approved subject to confirmation of the locations.</b>

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Proposal 5539	Installation of six Liquidamber Trees at Tennis Court	\$2,940	<b>Unanimously approved subject to confirming the locations AND tree species.</b>
Proposal 9152	Two (2) removals of Eucalyptus by pool area. Requested during walk on 11.15.2024	\$2,225	<b>DENIED</b>
Homeowner Request	1 Glorieta E is requesting the tree outside of their home be removed	N/A	<b>Request for removal has been denied at this time, but the Board will continue to monitor.</b>
Homeowner Request	12 Diamante wants the tree behind their home removed or trimmed.	N/A	<b>Management to ask to be included with the community tree trimming.</b>
Correspondence			<b>The Board reviewed the homeowner correspondence. Management to request a bid to remove the dead tree in the greenbelt.</b>
EarthCo Report	To be hand carried if received before meeting.		<b>Reports were not received in time for the meeting.</b>

**F. Management Items-**

- Insurance Renewal 01/16: Make sure a breakdown is included when received.
- ProTek Electrical: Let ProTek know that they have a limit of \$750 for repairs found on monthly inspection. Anything more will require a proposal.
- Include Google Doc Breakdown in each Board Packet.
- Holiday Lighting Contest. The Board approved for management to purchase the gift cards for the holiday lighting contest.
- Thank You Gift cards: The Board approved for management to purchase the thank you gift cards for the Architectural committee, Steve, Marie, Landscapers (2), and Kade. **Total for all gift cards is \$675.**

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- Holiday Dinner-Dec 17 at Zov's at 6pm. **The Board approved for management to pay the bill, but put reimbursement on the next billing cycle.**

**G. Vendor Reports-** The Board reviewed the provided vendor reports.

**H. Hand Carried Items-N/A**

**I. Miscellaneous Discussion Items:**

- Christmas Decorating Contest-Email Blast reminder.

**J. Next Board Meeting** – Next board meeting scheduled for January 13, 2025.

**VII. ADJOURNMENT** -There being no further business to discuss, General Session was adjourned at 8:45 P.M.

DocuSigned by:  
*Isaiarwi Malarmannan*  
ATTEST: \_\_\_\_\_  
AFC833B47200461...

DATE: 1/26/2025 | 8:55 PM PST