

BOARD MEETING AGENDA
LOS PASEOS HOMEOWNERS ASSOCIATION
July 12, 2016

- 1) Call to Order – Robert called the meeting to order at 7:17 pm. In attendance were Robert Lombardi, President; Alex Fasan, Vice President; Gregory Cook, Secretary; Melinda Doult, Member at Large; Judy Seps, Associate Representative; Lisa Gasparovic, Office Manager. Also in attendance were: Ron Barnes, Swim Team Board, Nicole Richards, Head Lifeguard, and Greg Tanner, Homeowner.
- 2) Approval of June Minutes: Corrections to the minutes were noted during the meeting, motion to approve conditional on the corrections was made by Melinda, Rob seconded. Motion passed.

3) Open Forum

Members in good standing are free to speak about issues. Speakers must observe rules of decorum and not engage in obscene gestures, shouting, profanity or other disruptive behavior. Each speaker will have three minutes to talk. If they are in the middle of a sentence when time is called, they may finish their thought before sitting down. The time guidelines ensure that others will have an opportunity to speak. Speakers may not allot their time to others.

No homeowner chose to speak during the Open Forum.

- 4) Swim Team Board Representative Report
 - a. The Swim Team Board reports that they understand the issues raised by the Board and are making the adjustments.
 - b. The Board has one further request: that anything moved from its normal position during a Swim Team activity must be returned to its original location.
 - c. BBQ grills:
 - i. One grill is reported broken
 - ii. Large flare ups occur on occasion
 - iii. Lisa tries to clean them, but does not always have time (usually takes 30 minutes). As the cleaning crew is only here every ten days, this is insufficient to keep the grills sufficiently clean.
 - iv. New diving blocks have been installed and used for a week. There is a slight dip where the mounts are, and as a consequence orange cones are placed for now to indicate this. These dips should be fixed this week.
- 5) Exceptions to the Pool Use policy: The Board revisited the policy of the allowing only members to use the pool. Under exceptional circumstances where there is a clear benefit to the Association, no disruption to the pool schedule or lifeguards, and on a case-by-case basis, the Board will allow non-members to use the pool. Since the participants in the summer basketball lessons are actively working toward improving the basketball court, and the number of participants taking the class is small enough to not cause a disruption (some are

also members), those taking the summer basketball lessons are granted an exception.

6) Head Lifeguard report:

- a. Due to observations by Board members, in-service was moved up and conducted two weeks ago.
 - i. Went over all physical processes, pool rules, and also conducted simulated in-water saves.
 - ii. An issue brought up the Board in particular was the 15 minute Adult Swim period. The current policy is that a minimum of one lifeguard must be on deck, and may walk around as long as they are looking at the pool. All lifeguards were reminded of this policy during the in-service meeting.
 - iii. The Head Lifeguard noted that all lifeguards are certified, some recently, and that it is actually a very stressful position. However, everyone is open to suggestions that improve pool safety. The Board recognizes the difficulty and applauds the care taken by the lifeguards for everyone's safety.
 - iv. On occasion, some users have not taken the trash to the dumpster, as required, when they are having a party; this can be quite a lot of trash. There is currently no penalty for not taking out the trash. The Board recommends the following change to the Pool Use form: we will be taking a **deposit** of \$50 which will be returned when they are out of the pool area before 6 pm, and the trash is removed. The usual \$25 will not change. Lisa will send out the form for approval by the Board.
 - v. Chlorine Maintenance: We are now checking the tank every day, as we go through quite a bit of chlorine. A clog in the feed line has been repaired by Jerry (Pool Maintenance). Since the barrels are heavy, the Board recommends using a dolly; one will be place for that use near the Pump House.
 - vi. The Board also recommends that a Board member be invited to the initial Lifeguard meeting to emphasize the importance of their work to the Association as well as gather any issues that need to be addressed.

7) Associate Member Representative Report

- a. The following dates have been moved:
 - i. Family Fun Night: Moving to Sunday, July 17 from 5 to 8 pm.
 - ii. Movie Night, Moving to August 20. Need to decide whether to keep renting the projector. Board approved purchasing an inflatable screen for \$180 and will experiment with a projector before recommending purchase.
- b. We will be purchasing a shade for the Pergola soon; work on a stain/sealant needs to be completed first.
- c. Maintenance issues: Rust on the diving board, fixing electrical outlets. Currently looking for a reliable handyman to address these issues.

8) Financial Report

- a. Current Account Balances:
 - i. Focus Checking - \$101,491.93
 - ii. Focus Reserve Account - \$50,432.93
- b. Update on HOA payments outstanding (as of 6/10/2016)
 - i. Number of Owners Paid to date: 269

- ii. Amount Paid to date: \$147,688
- iii. Number of Associates Paid to date: 76
- iv. Amount Paid to date: \$46,739
- v. Number of Owners Paid Late: 29
- vi. Amount of Late Fees Paid: \$1,595
- vii. Number of Owners Delinquent (as of 7/8/2016): 10
- viii. Number of Owners being sent to Collections: 6
- ix. Date Notice letter sent: 5/23/2016
- x. Date sent to Collection Agency: 7/1/2016
- c. Board reviewed the budget, and reviewed telephone & internet bill

9) Committee Reports

- a. Architectural Committee
 - i. Approvals: [7187 Via Maria (exterior painting), 7060 Via Barranca (tree removal w/permit), and 7044 Via Barranca (tree removal pending permit before approval)
 - ii. Houses for Sale: 7212 Via Colina, 7202 Via Maria, 7061 Via Serena, 7046 Via Ramada
 - iii. Houses Sold: 7037 Via Serena
 - iv. Reports were received from the Architecture committee, violation letters sent.
 - v. We have received a report of a vehicle that is not within the Association rules; currently working on a solution.

10) Office Report

- a. Clubhouse Manager Report
 - i. We have lost a Swim Lesson sign, need to purchase a new one.
 - ii. Updated the Yelp page so that it included pool rentals and space for events.
 - iii. Garbage dumpster: Currently trying to figure a way to lock the dumpster that does not disrupt operation of the pool. We do know that some people are using to dump their trash. Our policy is that no one goes out to the dumpster after dark.
- b. Clubhouse Rental Report
 - i. Two for July, zero for August, three for September, and two for October.
 - ii. *Gratis* to the City of San Jose, there are four participatory budget meetings that will be held in the Clubhouse.
 - iii. Collections:
 - 1. We have six new collections.
 - 2. Need to sign a new contract with Pro Solutions.

11) Old Business

- a. Paint Colors
 - i. Verbiage for the new website design for the paint colors was approved.
- b. We have accepted the low bid for the Gazebo staining.

12) Meeting adjourned at 9:05pm