

**BOARD MEETING MINUTES**  
**LOS PASEOS HOMEOWNERS ASSOCIATION**  
**January 17, 2017**

- 1) Call to Order – Robert called the meeting to order at 7:05 pm. In attendance were Robert Lombardi, President; Gizelle Lamb, Treasurer; Gregory Cook, Secretary; Melinda Doutt, Member at Large, and Lisa Gasparovic, Office Manager. Homeowners Jim and Linda Christensen, Jerry Pham, and Rita Helfrey were present.
- 2) Approval of Minutes: A motion to approve the November 2016 minutes as amended during the meeting was made by Greg, 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.

Jerry presented a proposed shingle color for a new roof to the Board. The Board appreciates and encourages all Homeowners to attend Board meetings if they have questions or need feedback on architectural improvements.

Rita would like the Board to consider installing Solar, Alex will contact and ask to come next month.

- 4) Associate Member Representative Report (presented by Lisa)
  - a. Lisa presented a question from the Associate Members concerning dues increases. The Board responded that Associate Members (as well as Homeowners) should expect that dues will at least increase 2-3% each year to match inflation.
- 5) Financial Report
  - a. Current Account Balances:
    - i. Focus Checking - \$32,751
    - ii. Focus Reserve Account - \$50,470
  - b. Budget: Reviewed by the Board
- 6) Committee Reports
  - a. Architectural Committee
    - i. Approvals: 7059 Via Pradera

- ii. Houses for Sale: No listings
- iii. Houses Sold: 7132 Via Maria, 7029 Via Serena, 7201 Via Romera, 7163 Via Maria, 7227 Via Bella, 7040 Via Barranca
- iv. Violation letters: One violation letter sent since November. Reminders have been sent out about Holiday lights.

7) Office Report

- a. Clubhouse Manager Report
  - i. Xmas tree pickup with Santa, good turn out (50 people), fire trucks for kids. Recommendations: find a better spot for Santa pictures, encourage more people, definitely do again
  - ii. Parents night out: reschedule
  - iii. Bingo night: February 3<sup>rd</sup>
  - iv. Tax season: W2 mailed out, 1099 now
  - v. Assessments at end of January
- b. Clubhouse Rental Report
  - i. Two for January, two for February, four for March
- c. Update on HOA payments outstanding (as of 11/15/2016)
  - i. Number of Owners Paid to date: 6
  - ii. Amount Paid to date: \$3,412
  - iii. Number of Associates Paid to date: 0
  - iv. Amount Paid to date: \$0
  - v. Number of Owners Paid Late: N/A
  - vi. Amount of Late Fees Paid: N/A
  - vii. Number of Owners Delinquent (as of): N/A
  - viii. Number of Owners being sent to Collections: N/A
  - ix. Date Notice letter sent: N/A
  - x. Date sent to Collection Agency: N/A
- d. Results of Executive Session on status of collection accounts:

When sessions may held in Executive Session are specified in the CC&R and Bylaws. In order to protect the privacy of those concerned, while maintaining a public record of the deliberations, case numbers known only to the Board and Office Manager have been assigned.

Case 201601: Received payment of \$653 on 11/20/2016. Homeowner sent certified letter to LPA to request a hearing on getting the collection fees waived. LPA response was sent on 1/5/2017. Waiting for a response from Pro solutions on the next steps.

Case 201602: LPA balance is now \$5 plus Pro Solution fees.

Case 201603: Chapter 13 Bankruptcy filed. Last payment received 12/23/2016. Balance as of 1/17/2017 is \$299.

Case 201604: Received payment of \$552 on 12/19/2016. Pro Solutions will continue to pursue balance of \$443.

Case 201605: Received payment in full 12/15/2016. No foreclosure was necessary. Lien has been released by Pro Solutions and case is closed.  
Case 201606: In bankruptcy, paying \$50/month. Balance as of 1/17/2017 is \$2057.

#### 8) Old Business

- a. Clubhouse windows: all sliding glass doors, and windows will be replaced in early March. Will not replace window in kitchen – even though it is brown (not white like the other frames) – suggestion is to fix with office window, if possible.
- b. New flooring samples: Board suggested a rougher finish, but with colors of the long sample
- c. Painting proposals: have two, waiting for a third bid. Two are near budget.
- d. Storage area fence update: Scheduled to be replaced on March 1<sup>st</sup> & 3<sup>rd</sup>.
- e. Umbrella proposals: The Board reviewed the proposals, and selected Tucci Umbrellas for their high quality, availability of replacement parts, a local rep, proven durability, and the negotiated price was the same as last year.

#### 9) New Business

- a. LPAC Swim team contract was reviewed by the Board, a slight increase in fees this year.
- b. Welcome Committee: The team of Linda and Jim have volunteered to revive this program. They made the point that first impressions are very important, and want to make moving to Los Paseos special. They have already visited local businesses for coupons to fill the welcome basket, and have found businesses want to contribute. Future activities are to: (a) develop welcoming letter, plus a form for contact information, (b) flyer for events. (c) Anniversary celebrations. (d) Block captains would help with Block party ideas (e) updates about the program in the Que Paso. Board thanks for Linda and Jim for taking the lead on this important program, and are looking forward to updates.
- c. Clubhouse rental contract: non-member contract – Lisa requested removal verbiage about mandatory cleaning fee, now renter will forfeit portion of the deposit, usually \$75 to \$125. Board concurred.
- d. Clubhouse rental to a member for use of the pool -- Need to know in advance, because of staffing issues, \$50 fee (only when the pool is open), which pays for a lifeguard.
- e. U.S. Flag: damaged/torn flag to be removed by gardener

10) Meeting adjourned at 8:42 pm.