

**BOARD MEETING MINUTES**  
**LOS PASEOS HOMEOWNERS ASSOCIATION**  
**August 15, 2017**

- 1) Call to Order – Robert called the meeting to order at 7:16 pm. In attendance were Robert Lombardi, President; Alex Fasan, Vice President; Gizelle Lamb, Treasurer; Gregory Cook, Secretary; Melinda Doutt, Member at Large; Lisa Gasparovic, Office Manager. Homeowner Representative Doug Fumagalli was also present.
- 2) Approval of Minutes: A motion to approve the July 2017 minutes was made by Gizelle, Melinda 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.

Doug recommended that we have a trophy case for the Los Paseos Aquatic Club. Approved by the Board as a potential Eagle Scout project, however, the plans will need to be reviewed by the Board and the Aquatic Club.

Alex noted that we should not be on Yelp, as we are not a public place. Lisa will check into removing our presence from Yelp.

- 4) Associate Member Representative Report (given by Lisa)
  - a. Overnight Swim party was a big success, everyone is happy with the Clubhouse.
- 5) Financial Report
  - a. Associate memberships were prorated to \$400 to five new members since we were short of our allotted Associate members this year.
  - b. Current Account Balances:
    - i. Focus Checking - \$105,034
    - ii. Focus Reserve Account - \$20,777
  - c. Budget: The current budget and expenditures to date were reviewed by the Board.

- d. We are unsatisfied with the current landscaping company, and have a quote for work (within budget) for Gothic Landscape to repair the irrigation system at different locations.

6) Committee Reports

a. Architectural Committee

- i. Approvals: 7202 Via Maria
- ii. Houses for Sale: None
- iii. Houses Sold: 7044 Via Serna, 7028 Via Barranca
- iv. Violation letters: Six violation letters sent this month, details in Executive Session.
- v. Discussion: Trailers are not allowed to be permanently parked on the property, as well as abandoned and disabled cars. In order to improve response, Lisa will try to call first to understand the situation. Reminder letters are to go out to all Homeowners.
- vi. To improve Architecture committee response Lisa will solicit new Homeowners to be on the committee, and remind everyone that it is anonymously recorded by Lisa.

7) Associate Member:

- a. For the Adult Pool Party on September 8<sup>th</sup> we will cater with beer and wine (no glass), and (of course) require appropriate swimwear.

8) Office Report

a. Clubhouse Manager Report

- i. New website is being created, should be live next month.
- ii. QuickBooks on-line subscription has doubled, will now pay for desktop version instead.
- iii. Finishing Swim Lessons, well over budgeted income. Next year will do teaching session for lessons. It was noted that we need to empower the Lifeguards to make sure **any** incident is recorded.
- iv. Pool update: Rules update, squirt guns are **not** allowed in the pool. No vaping (in addition to no smoking) in the pool area. Insulated water bottles will be provided next year for Lifeguards to keep the water cool, which also lessens the need for an icemaker. Need to reiterate during training that **anything** that takes the Lifeguards focus from the pool needs to be addressed immediately.
- v. New cleaners have been hired, working out cleaning goals.
- vi. As part of our Board-sponsored community outreach, the 4H Club will be allowed to use the Clubhouse from October to May on an as available basis.
- vii. Lisa will attend HOA Manager conference in September in Berkeley along with Rob.

- viii. Next year budget item requirement: new pool covers (note: these are usually replaced every three years due to the chemicals in the pool.)
  - ix. Clubhouse rentals: 2 for August, 4 for September, 1 for October
  - x. Security guards pricing: \$45-\$50 per hour, four hour minimum. Will be placed in the new contract, only for parties that last after 10 pm.
- b. Update on HOA payments outstanding
- i. Number of Owners Paid to date: 278
  - ii. Amount Paid to date: \$160,438
  - iii. Number of Associates Paid to date: 77
  - iv. Amount Paid to date: \$48,080
  - v. Number of Owners Paid Late: 21
  - vi. Amount of Late Fees Paid: \$1574
  - vii. Number of Owners Delinquent (as of 5/9/2017): 1
  - viii. Number of Owners being sent to Collections: 0
  - ix. Date Notice letter sent: 5/19/2017
  - x. Date sent to Collection Agency: 0
- c. CASE 201603 – Chapter 13 bankruptcy case dismissed. Last payment received 1/24/2017. Balance as of 8/15/2017 is \$583 (includes 2017 assessment.) Sent collection agency current statement as of 7/20/2017, waiting for next steps.
- d. CASE 201604 – Received payment of \$552 on 12/19/2016. Pro Solutions will continue to pursue balance of \$1011 (includes 2017 assessment).
- e. CASE 201606 – In bankruptcy, paying \$50/month. Balance as of 8/15/2017 is \$1724 (includes 2017 assessment).
- f. CASE 201701 – closed.
- g. CASE 201702 – closed.

## 9) Old Business

- a. Chess club: going well, more casual, willing to teach new players. Now part of the Board's Community Outreach program.
- b. Security cameras: Audited, recommended changing all the wiring to outdoor wiring, hook up cameras that are not covered, one more for the front and two for the sport court, \$1300. Also add two cameras for inside. Alex motioned to approve, Melinda seconded. Motion passed.
- c. Website preview: the site will be available for preview next month.

## 10) New Business

- a. Bridge Housing (LPNA Meeting): at Monterey and Bernal for our District. Twenty units and housing areas, limited scope, no tents or food distribution. People will be screened, working, and connected with social services. Housing will be temporary until more

- affordable housing is built. Homeowners and Associates are encouraged to check with the City of San Jose for more details.
- b. Upcoming Board elections, may need one more Homeowner to run for election; Lisa will advertise the opportunity.

11) Results of Executive Session on status of collection accounts:

The times when Board meetings 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.

12) The meeting was adjourned at 9:24 pm.