

**Board Meeting  
Los Paseos Association  
January 8, 2013**

The meeting was called to order at 7:05 PM Others in attendance were: Jeff Lemas - President, Tim Nemeth – Vice President, Rita Helfrey – Member at Large, Gizelle Lamb - Treasurer, Judy Seps - Associate Members Representative, Sarah Barber - Clubhouse Manager, and Guy Berry – Secretary and elected 2013 Board Member. Also Roseryn from Ash Kalra’s office; homeowner Juan Dominguez and Julie Jackson who is the representative from Los Paseos Aquatic Club.

Ash Kalra report: Roseryn presented Ash’s on-line newsletter. Sarah to add website to our newsletter for homeowners to have access. She explained e-waste program this Saturday. Gave us update on new retail center at Cottle and Hwy 87 to open sometime in 2014. Roseryn gave Sarah the link to the retail center brochure to post on the website and include in our next newsletter. Roseryn is still waiting for light pole numbers from Tim so she can check into the outages reported at the last meeting.

Projects: Boy Scout Tyler Heavner presented his project form for Eagle Scout project which needed to be signed by a board member. Jeff Lemas signed the form. Tyler will present his project plan at the next regular board meeting.

Guy Berry was appointed the Secretary for 2013

Minutes: Prior minutes approved with change that some bids for repairs are still pending.

Open Forum: Homeowner presented list of complaints about his neighbor including but not limited to noise, parking issues, auto damage, police activity, harassment, etc. Board asked him to send a list of these offenses to Sarah, who will forward them on to the property owner via letter.

Security Deposit: It was proposed and approved by the board that we enforce Section 3, Article D of our governing documents and require any landlords to provide a security deposit for their renters who occupy their property. Sarah is to put this policy into place by sending a letter to applicable homeowners and include the charge for the security deposit on their dues invoice. Guy suggested that it would also be a good idea to prepare a document explaining this policy and include in the HOA document package.

**Financials:**

- 2012 P&L: Final numbers were passed out for review.
- HOA dues for 9 homeowners are still outstanding. The required letter was sent warning these homeowners that we are submitting their account to collections. Discussion took place regarding next steps for collecting. Gizelle to consult with Real Estate attorney on how we can proceed with our own collections process i.e. filing liens.
- Sarah to contact Beverly at ASAP to make presentation at our next meeting to explain an outstanding account and what our next step needs to be.
- Gizelle will re-send the latest Reserve Study. . If any board members want to review the Reserve Study in detail, a separate meeting can be held. Gizelle explained that even though an actual transfer of funds was not made to the Reserve in 2012, over \$60,000 was spent on Reserve Expense items. Previous treasurer chose to keep money in operating account rather than make a deposit to Waddel and Reed and then have to write a check back to the operating account to pay for the Reserve Expense items.
  - Gizelle gave update on the termite repairs and other exterior repairs currently in progress.
  - Painting will be done after termite repairs are completed and when the weather warms up.
  - Jeff reminded the board that we can purchase paint at a discount through his neighbor who is a representative of Kelly Moore Paint. Gizelle stated she would notify the painting

contractor that we would purchase the required amount of paint directly from Jeff's neighbor and that the painting contractor will deduct this from their bid.

- Gizelle reported that we are still waiting for several bids to install the gutters to the restroom building. This can be done after the termite repairs are made.
- Fence repairs/replacement underway – certain parts on order and pending delivery.
- New colored concrete by grass area came out wrong and landscaper will bleach to lighter color to best match existing concrete.
- Account Balances
  - Checking: \$2,233.26
  - Business Savings: \$ 15,323.06
  - Waddell & Reed: \$88,681.22 (Reserve Account)

#### Architectural Committee:

- Homeowner at 7037 Via Serena submitted paperwork for replacement of their roof, which was approved by the board
- Two houses sold & closed
  - 6828 Avenida Rotella
  - 7222 Via Bella
- Sarah to send out the next letter to homeowners who are in violation. Guy asked if Sarah could add "Violation Letters sent" to the agenda in future meetings. Sarah will add to the next agenda.
- Sarah reported that Chris Roberts has agreed to continue as Welcoming Committee.
- Architectural committee needs to be formed. Each board member to ask someone they know to join

#### Clubhouse Manager Update

- Sarah reported that we overpaid the 2011 income taxes and we received a small rebate.
- Sarah reported that we received notice from the County Tax Assessor that our appeal was honored and we do not have to pay the late fees for late payment of the Property Taxes last April. Late fee of \$476.30 was waived.
- Sarah submitted a new signature card for the Waddell & Reed Reserve bank account which needs to be signed by Jeff and Gizelle. Any checks written from this account will now require two signatures. The new signature card was signed at the meeting.
- 1 person has signed up to rent the clubhouse in January
- We do not have email addresses for all the homeowners. Sarah estimates that there are over 100 email addresses missing. Jeff suggested that Sarah give each board member a portion of the list to call or visit to attempt to get email addresses. The Board members agreed to do this. Sarah to mail those owners who are renting their property.

#### Pool and Swim Lessons:

- Julie Jackson made a request to start LPAC morning practice 30 minutes later than currently scheduled (6:00 a.m.) Much discussion took place about start times for swim lessons and swim team usage of the pool. Jeff made a motion to allow the swim team to start a half hour later at 6:30am and conclude by 10:30am. The motion was seconded by Judy Seps and Tim Nemoth.
- Discussion took place regarding Swim Lessons being offered in the evenings in addition to the morning sessions to allow homeowners who work to take advantage of this service. Jeff made a motion to allow swim lessons to take place from 6:00 p.m. to 8:00 p.m. by roping off one swim lane during family swim. The motion was seconded by Judy Seps and Tim Nemoth. There was also discussion regarding earlier opening of the pool to coincide with swim lessons. Discussion to be continued regarding this issue as we get closer to opening day.

Adjournment: The regular board meeting was adjourned at 9:00 p.m.

Executive Session: Executive session was convened at 9:00 and adjourned at 9:25 p.m.