

LOS PASEOS HOMEOWNERS ASSOCIATION March 10, 2020

Call to Order -- Robert called the meeting to order at 7:09 pm. In attendance were Robert Lombardi, President; Gizelle Lamb, Treasurer; Gregory Cook, Secretary; Richard Doucette, Member at Large; Judy Seps, Associates Representative, Adrienne Burke, Office Manager; Brian Schwab, My Media Designer, Rich MacKahin, Vivant Solar.

- 1) Approval of Minutes: Gizelle motioned to approve February 2020 minutes, Richard seconded. Motion passes.

2) 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.

In response to Homeowner complaints regarding access to the website via mobile devices and hard to find information, the HOA board asked Brian Schwab, with My Media Design, to propose a new website with professional graphic design. Brian is an owner of My Media Design and is an expert in website and graphics design. Brian proposed a website that would be accessible with both standard laptop and mobile devices. He also proposed some cost savings by switching some of the services, with no downtime with the new website. He proposed creating a new website based on our current website with a new User Experience with various options and also new ideas on how to showcase swim lessons, clubhouse booking, new photos, etc. (See New Business in these minutes for the results of a Board motion on this proposal.)

Richard Mackanin, with Vivant Solar, talked about Solar Energy electrical service that provides energy from the solar panels. In this unique business model, there is no initial outlay of cash. Because their business model is based on credit rating and ability to pay, Vivant is currently communicating with the City of San Jose about whether LPHOA can be considered financially responsible given the way the current City laws are written. Decision on this method of obtaining solar energy for the Clubhouse and pool needs to be deferred until the financial status with the City can be clarified.

- 3) Associate Member Representative Report
 - a. Associate Members have expressed concerns about the condition of the bathrooms. The Board is currently working on a bathroom remodel project which would include obtaining permits from the City. We are working on small cosmetic repairs to get us through summer until the remodel can be scheduled, which would after this season is over.

- 4) Financial Report
 - a. Current Account Balances:
 - i. Focus Checking – \$255,158.59
 - ii. Focus Reserve Account – \$80,130.23
 - iii. Board reviewed February financials

- 5) Committee Reports
 - a. Architectural Committee
 - i. Approvals: None
 - ii. Houses for sale: None
 - iii. Houses Sold: None
 - iv. Violation letters: All residents sharing the Alley were sent a letter to clean up and remove cars per CC&R, By-laws, and Regulations.

- 6) Office Report
 - a. Clubhouse Manager Report
 - i. There has been some clubhouse rental cancellations due to COVID-19 restrictions. Currently Scheduled: March: 3 member, 1 non-member, April: 2 member, 1 non-member, May: 2 member, 2 non-member, June: 1 member, 3 non-member
 - ii. 75 Associate memberships have accepted and we are taking waiting list names again for next year.
 - iii. There are 28 new candidates for jobs at the Pool, and we are currently interviewing. Adrienne is planning on more emphasis on safety for the lifeguards, and more utilization of the gateguards for janitorial/cleanup chores since their hourly wages have gone up 50% since 2018.
 - iv. Pool news:
 - 1. Adult morning swim starting training this Sunday
 - 2. We need to purchase a new diving board, as resurfacing kits are no longer available.
 - 3. New lawn games will be available for checkout.
 - 4. Adrienne & Gizelle purchased new ceramic pots and plants for the pool deck and Gizelle will install the plants.

5. Swim Lessons go live on Monday (Weekends throughout the Summer). Adrienne revamped swim lessons (more progressive) and schedule.
 6. A new brochure about the swim lessons is being created.
 7. A partition has been purchased and will be installed to hide the storage area in the Clubhouse
 8. As part of the maintenance budget, we are stalling a new oven without a stove top in the Kitchen due to having to remove the stovetop as required by the fire department (cannot have a stovetop without commercial hood and ANSUL system).
 9. Pickleball is picking up momentum, including a forming a club and possibly hosting a tournament in the Sport Court.
- b. Collections Report:
- i. Number of Owners Paid to date: 261
 - ii. Amount paid to date; \$176,880
 - iii. Number of Associate Members Paid to date: 66
 - iv. Amount Paid to date: \$48,048
 - v. Number of Owners Paid Late: 2
 - vi. Amount of Late Fees Paid: \$1468
 - vii. Number of Owners Delinquent: 15 unpaid/3 partial
 - viii. Number of Owners being sent to Collections in 2020: 15
 - ix. Date Notice letter sent: March 16th (last notice from HOA)
 - x. Date sent to be sent to Collection Agency: April 16th
- c. Status of Collection Accounts (updated values on accounts)
- i. Case 201603 – Chapter 13 Bankruptcy case granted 11/2017. Balance as of 1/8/2019 is \$1947 (includes 2019 assessment.) Payment plan of \$100/month was approved by the court, but still awaiting first payment. Since 2018 and 2019 assessments are not included in bankruptcy, we can file for a relief from stay and demand paying on the whole amount. Approximate cost is \$1000. Permission to pursue this option was granted November 2018. There has been no update from Pro Solutions as of this meeting.
 - ii. Case 201801 – Forced foreclosure in process. Payment was made to HOA for the 2020 dues; still owes \$1370 for 2018 & 2019 dues. Fees owed to collection agency. In contact with owner who wants to make payments to the HOA and will settle with Pro Solutions.
 - iii. Case 201802 – Forced foreclosure in process. Owes \$2040 to HOA and additional fees to Pro Solutions.
 - iv. Case 201902 – Homeowner owes \$1372 for 2019 and 2020 dues. All mailings have been “Returned to Sender”, including 2020 assessment.

- v. Case 201903 – Contacted Pro Solutions on 11/04/2019.
Homeowner owes Pro Solutions fees.

7) Old Business

- a. The Alley: We have established that this is a public easement, and have notified Homeowners that there is no parking in the Alley. We now need to go back to the City of San Jose to make sure they are maintaining the ally and services to the ally such as lighting and fire lane marking.

8) New Business

- a. Gizelle motioned that we use the Marketing and PR budget (up to \$4000) to upgrade the website. Richard seconded. Motion passes.
- b. Greg proposed having a Rise Against Hunger (<https://www.riseagainsthunger.org/>) event at the Clubhouse. According to Rise Against Hunger, our Clubhouse could accommodate up to 90 people packaging meals. Volunteers from outside the Association such as Swim Team members would be welcome. For 45 people packaging meals (approximately 225 meals per person @ \$0.34 per meal), we would need to also raise \$3442. Greg volunteered to look into fundraising options.

9) The meeting was adjourned at 9:27 pm

10) Executive Session

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.