

LOS PASEOS HOMEOWNERS ASSOCIATION
July 14, 2020

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; Richard Doucette, Member at Large; Adrienne Burke, Office Manager, and Juan Mendoza, Dylan Rick, Jennie Anderson, Homeowners.

- 1) Approval of Minutes: Robert motioned to approve June 2020 minutes, Gizelle seconded. Motion passed.

- 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.

Juan stated that he wants to upgrade his front yard with updated landscaping and pavers. Board recommends the standard procedure of filling out the "Home Improvement Request for Architecture Improvement" Form (available on the lphoa.org website) with a sketch of the improvements. Juan also asked about rules about parking on the street. Board responded that the same rules that apply to general San Jose streets apply to the all streets in the Association boundaries.

- 3) Associate Member Representative Report
 - a. (via Adrienne) Several people have provided positive feedback on the way the pool is configured to satisfy COVID-19 protocols.

- 4) Financial Report

- a. Current Account Balances:
 - i. Focus Checking – \$177,722.01
 - ii. Focus Reserve Account – \$80,214.13
 - iii. Currently working out issues with new Quickbooks and payroll. Should be back to monthly reports next Board meeting.

- 5) Committee Reports

- a. Architectural Committee:
 - i. Approvals: None
 - ii. Houses for sale: None
 - iii. Houses Sold: None

iv. Violation letters: None

6) Office Report

a. Clubhouse Manager Report

- i. Adrienne noted that barking dogs (re: animal nuisance law) are part of a noise ordinance of San Jose, not an HOA issue *per se*.
- ii. Pool parties are going to be subject to the Santa Clara County rules; considering opening up if relaxation of the Social Distancing rules occurs.
- iii. ProSolutions (our current collection agency) is unfortunately going out of business, and is in the process of transferring our accounts to another collection agency.
- iv. COVID-19 protocols for the pool are working well. We are phasing out the Deck Guard position, as it hasn't been required. Also, multiple sign-ups in one day can be done on the website, but are not in general a problem.
- v. Our pool is certified as of July 2nd under the COVID-19 Site-Specific Protection Plan of the Santa Clara County Public Health Department.
- vi. Swim lessons: lessons have started. We are following USA Swimming COVID-19 guidelines for swim lessons.

b. Collections Report:

- i. Number of Owners Paid to date: 276
- ii. Number of Owners being sent to Collections in 2020: 3
- iii. Number of Associates Paid to date: 76

c. Status of Collection Accounts

- i. Case 201603 – Homeowner owes ASAP.
- ii. Case 201801 – Update from ProSolutions on this case. No forced foreclosure is in place; she said the \$1000 was never paid for this property and now Gov. Newsom has put a moratorium on all foreclosures.
- iii. Case 201802 –Owes \$2040 to HOA and additional fees to Pro Solutions. ProSolutions cannot move forward with foreclosure process due to Gov. Newsom's moratorium.
- iv. Case 201903 – Homeowner owes ProSolutions fees and the Association for the 2020 dues; a new collections filing was done on May 12, 2020.

7) Old Business

- a. Arborist: Gizelle has finished a map with addresses of the HOA and will deliver that to the arborist. The arborist will then walk the neighborhood and deliver a description of the current trees and a three year plan for improvement. We expect this to be completed in the next three weeks.
- b. COVID-19 update: Implementing further protocols for cleaning chairs and continuing prohibition against sharing tables.

8) New Business

- a. Role of manager: Board decision; All complaints should go through the Office Manager or Head Lifeguard, and pool equipment should only be handled by Jerry or Adrienne.
- b. Paycheck signature stamp: Board recommends getting a paycheck signature stamp for employee checks only.
- c. Amending Home Improvement Form: received suggestions on improving the form, Greg will look at it and report at the next Board meeting.

9) The meeting was adjourned at 9:01 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.