

LOS PASEOS MAINTENANCE CORPORATION

General Session Meeting Minutes

Tuesday, August 20th, 2024

Meeting Via: Zoom Meeting

1. CALL TO ORDER – General Session @ 5:36 pm

2. Roll Call: Board Members in attendance:

- a. Bimali Walgampaya
- b. John Giacchino
- c. Diane Larson
- d. Taylor LeClaire
- e. Larry Mustful

3. Homeowner Forum: (3 Minutes per member, Max 15 Minutes)

In attendance: B. Palmer, J. Ingriam, C. Snell, K. Herlihy.

Comments: All stated they were just here to listen.

4. Approval of General Session Meeting Minutes for July 16th, 2024.

Taylor LeClaire made a motion to APPROVE the July Meeting Minutes, Diane Larson seconded.

Roll Call: Taylor-Yes, Diane-Yes, Larry-Yes, John-Yes, Bimali-Yes.

Financials

5. Review: Board Treasurer Proposal, CD \$100,000 Certificate Of Deposit maturing 9/27/24 held at Morgan Stanley.

Diane Larson made a motion to APPROVE the purchase of a new CD for a NINE month term, until June 2025 @ \$100,000 when the one expires on Sept 26, 2024. John Giacchino seconded the motion.

Roll Call: Diane-Yes, John-Yes, Larry-Yes, Taylor-Yes, Bimali-Yes

6. Review Monthly Utility Bills and issues with the Auto Pay program.

Board discussed concerns around utility bills and issues with the Auto Payment Program.

Larry Mustful made a motion to Table the issue until the September board meeting and asked to have Tritz Accounting at the Sept. Board Meeting to provide more info. John Giacchino seconded.

Roll Call: Larry-Yes, John-Yes, Diane-Yes, Taylor-Yes, Bimali-Yes.

7. CA. Nonprofit Statement to the State / Corporate Officers-Every Two years.

Board discussed concerns regarding a filing of the documents on 2/23/2023 with an outside service.

Bimali Walgampaya made a motion to send an email to Sue at Tritz, asking for clarity on the issue and to have the item added to the Annual Callander to be done every two years, ONLINE at a minimal cost to LPMC. Larry Mustful seconded.

Roll Call: Bimali-Yes, Larry-Yes, John-Yes, Taylor-Yes, Diane-Yes.

8. Outstanding Report Review 7-30-2024.

Board discussed Outstanding Late fees and how to collect from property owners.

Taylor LeClaire made a motion to Bimali to send an email to Sue at Tritz, asking for a list of Homeowners who have received Collection Notices. Diane Larson seconded.

Roll Call: Taylor-Yes, Diane-Yes, Bimali-Yes, John-Yes, Larry-Yes.

9. Late Fee Report Questions and Collection Procedures. Resolved above.

10. Review July 2024 Financial Report.

Board discussed billing happening in a more timely manner. Board Treasurer, Dian Larson will work with Tritz Accounting and vendors to adjust schedule needs.

Diane Larson made a motion to APPROVE the July Financial Report. Bimali Walgampaya seconded.

Roll Call: Diane-Yes, Bimali-Yes, Taylor-Yes, Larry-Yes, John-Yes.

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Landscape / Maintenance

11. Bids – Tot Lot Sod Replacement, under old table. Villa Park Landscape Co.
The LP Landscape Committee recommended to the board that they Approve the bid, and the funds would come from the Reserves Account, Landscape replacement. Taylor LeClaire made a motion to APPROVE the VP Bid # July Walk - VPL4398-24. Diane Larson seconded.
Roll Call: Taylor-Yes, Diane-Yes, Larry-Yes, John-Yes, Bimali-Yes.
12. Bid – All Lawn Overseeding in October. VP.
The LP Landscape Committee recommended to the board that they Approve the bid, and the funds would come from the Reserves Account, Landscape replacement. Taylor LeClaire made a motion to APPROVE the VP Bid # Lawn Overseed VPL4511-24. Diane Larson seconded.
Roll Call: Taylor-Yes, Diane-Yes, Larry-Yes, John-Yes, Bimali-Yes.
13. Review-VPLC July Monthly Landscape Walk. No action needed.
14. Review-Tot Lot Ad-Hoc Committee Volunteer Applications.
Committee Chair, Saori Murstig recommended to the board to appoint both applicants to the Ad-hoc committee but to continue accepting additional applications, for the board to consider in the future to give all members a chance to participate. Bimali Walgampaya made a motion to accept the two applicants and keep open for additional applications. Diane Larson seconded.
Roll Call: Bimali-Yes, Diane-Yes, Taylor-Yes, Larry-Yes, John-Yes.

Architectural / Maintenance

15. Proposals for New Pool Umbrella Stands. The board discussed the 3 different options, and to try two before purchasing the total needed.
John Giacchino Made a motion to have himself purchase one of the Lowes Stands @ \$72.08 and one of the Costco stands @ \$160.00 and have the Board Review each. Taylor LeClaire seconded.
Roll Call: John-Yes, Taylor-Yes, Diane-Yes, Larry-Yes, Bimali-Yes.
16. BBQ Maintenance Needed. Board discussed issues with the BBQs at the pool area. Cost of Cleaning vs replacement, regular YEARLY cleaning schedule, and current needs. See item #17 for actions.
17. Bid-Personal Touch Pool Furniture and BBQ Cleaning. Board discussed the bid from Personal Touch for Pool Furniture and BBQ Cleaning. Bimali Walgampaya made a motion to APPROVE the BBQ Cleaning ONLY and requests that it be done BEFORE the Labor Day Weekend. Diane Larson seconded.
Roll Call: Bimali-Yes, Diane-Yes, Taylor-Yes, Larry-Yes, John-Yes.

Parking / Traffic

18. Review concerns with Patrol Masters. The board discussed what the parking enforcement company is obligated to perform under the current contract. Bimali Walgampaya made a motion to TABLE until the September board Meeting. John Giacchino seconded.
Roll Call: Bimali-Yes, John-Yes, Larry-Yes, Taylor-Yes, Diane-Yes.
19. Fire Lane Enforcement Discussion. Board discussed ways to communicate to all residents the parking policy for ALL community Fire Lanes, per the County Fire Dept. Code. Discussed that in years past, the parking enforcement company did ONE RANDUM Daytime patrol at NO ADDITIONAL COST to LPMC.
20. Discuss getting a Bid from Patrol Masters for Occasional Daytime Inspections of Fire Lanes. Tabled.

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21. Confirm ALL Board Members are Listed with Patrol Masters and get reports emailed directly. Confirm with Tritz.
22. Review the Current Patrol Masters Citation Report & Safe List Report. No Action Needed.

Old Business

23. Ratification: Board Approved Co-Community Garage Sale Date of October 12th, 2024. Taylor LeClaire made a motion to Ratify Board Approved Date. Bimali Walgampaya seconded. Roll Call: Taylor-Yes, Bimali-Yes, Diane-Yes, John-Yes, Larry-Yes.
24. Review Proposed- Resident Agreement for Bounce House Usage in the Common Area. Bimali Walgampaya made a motion to TABLE until the Sept. Board Meeting to allow the Board more time to review the proposed documents. Larry Mustful seconded. Roll Call: Bimali-Yes, Larry-Yes, John-Yes, Diane-Yes, Taylor-Yes.
25. Review Bid-RESERVE Study Extra MEETING PROPOSAL-3-24-2024. Board Discussed the need to meet with Steve Jackson. Larry Mustful made a motion to APPROVE the bid for \$250 for a Zoom Meeting with the ENTIRE BOARD, not to exceed ONE HOUR. Meeting to be scheduled once ALL Board Members questions have been submitted in writing. Bimali Walgampaya seconded. Roll Call: Larry-Yes, Bimali-Yes, John-Yes, Taylor-Yes, Diane-Yes.

New Business

26. Review Legal's response to Meeting Minute Documentation and Homeowners Forum. Board discussed options. Taylor LeClaire made a motion to APPROVE listing owner's Names, but not addresses (verbally confirm addresses @ check-in only) and a brief description of the subject/ topic an owner may make. Diane Larson seconded. Roll Call: Taylor-Yes, Diane-Yes, John-Yes, Larry-Yes, Bimali-Yes.
27. Review Board Meeting Process. Board reviewed the reimplementation of the policy of having the Board President run ALL Board Meetings going forward and have property mgt focus on assisting the board with questions and the taking of the minutes. Taylor LeClaire made a motion to APPROVE the Board President running meetings. Diane Larson seconded. Roll Call: Taylor-Yes, Diane-Yes, John-Yes, Larry-Yes, Bimali-Yes.

ADJOURN General Session @ 7:45 pm. Next Board Meeting to be held September 17th, 2024.


Taylor LeClaire (Oct 15, 2024 14:57 PDT)

Oct 15, 2024







Meeting Minutes-GS- August 20th-2024

Final Audit Report

2024-10-15

Created:	2024-10-15
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-  Document created by Sue Norman (sue@tpms.net)
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-  Document emailed to taylorleclairelpmc@gmail.com for signature
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-  Email viewed by taylorleclairelpmc@gmail.com
2024-10-15 - 9:53:56 PM GMT
-  Signer taylorleclairelpmc@gmail.com entered name at signing as Taylor LeClaire
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-  Document e-signed by Taylor LeClaire (taylorleclairelpmc@gmail.com)
Signature Date: 2024-10-15 - 9:57:07 PM GMT - Time Source: server
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