

**MINUTES**  
**GENERAL SESSION**  
**BOARD OF DIRECTORS MEETING**  
**THE VILLAS COMMUNITY ASSOCIATION**  
*A California Nonprofit Corporation*

**FEBRUARY 22, 2024**

**Notice of Meeting**

In accordance with Civil Code §4920, notice of the meeting and the agenda was posted at the community pool at least four (4) days prior to the General Session of the Board of Directors of The Villas Community Association held on the above date at Optimum Professional Property Management, Irvine, California and Zoom.

**Roll Call**

A quorum of the Board (Three Members per Bylaws) was established with the following Directors in attendance:

Directors Present: Daniel Wells, President  
Angie Dickson, Vice President  
Stan Jung, Secretary  
Marilyn Curry, Treasurer - *(Via Zoom)*  
Ali Gharavi Esfahani, Member at Large – *(Via Zoom)*

Directors Absent: None

Others Present: Jenn Luckham, Community Manager, Optimum Professional Property Management

**Executive Session Disclosure §4935(a)**

In accordance with Civil Code §4935(e), notification is hereby provided of an Executive Session of the Board of Directors held prior to this meeting on February 22, 2024 from 6:00 p.m. to 7:00 p.m. for the following:

- Delinquencies: A/R Aging & Collection Report 01/31/24
- Hearings (3) Arc Application,
- Legal: Settlement Agreement, Non-Compliance
- Minutes: Executive Session 01/25/24

**Call to Order General Session**

President and Presiding Chair, Daniel Wells, called the General Session to order at 7:00 p.m.

**Homeowner Forum**

In accordance with State Statute the homeowners present were given an opportunity to address the Board of Directors. The following items were presented:

- None

**Architectural Review Committee**

Architectural Log: No Action Taken.

**Landscape Committee Report**

No discussion at this time.

**Cool Block Club Committee**

Angie Dickson requested management obtain a proposal from Wash Bins to clean out and sanitize the food waste bins.

**The Villas Community Association**

**General Session Minutes**

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**Secretary's Report / Minutes**

A motion was made, seconded, and unanimously carried to APPROVE the Minutes of the January 25, 2024 General Session of the Board of Directors as written.

**Treasurer's Report / Financial Statements**

A motion was made, seconded, and unanimously carried 01/31/24 as presented, subject to audit/review at fiscal year-end by a CPA.

**Pacific Premier– Purchase CD with Funds**

A motion was made, seconded and unanimously carried to APPROVE the purchase of a new CD from the Pacific Premier MMA GL# 14100 for \$100,000.00 for a term of three (3) months at the best rate.

**Morgan Stanley – Purchase CD with Funds**

A motion was made, seconded and unanimously carried to APPROVE the purchase of a new CD from the Morgan Stanley MMA GL# 14200 for \$100,000.00 for a term of three (3) months at the best rate.

**Board Resolution – Monetary Transfers Civil Code Sections 5380(b)(6) and 5502**

A motion was made, seconded, and unanimously carried to APPROVE the Board Resolution confirming compliance with Civil Code Sections 5380(b)(6) and 5502 requiring prior written approval of the Board of Directors before any financial transfers greater than five thousand dollars (\$5,000) if 50 or fewer units and ten thousand dollars (\$10,000) for 51 or more units or five percent (5%) of an association's total combined reserve and operating expenses; and Civil Code Section 5500 requires monthly review by the Board of all of the financial statements specified therein; and Civil Code Section 5501 provides that: The review requirements of Section 5500 may be met when every individual member of the board, or a subcommittee of the board consisting of the treasurer and at least one other board member, reviews the documents and statements described in Section 5500 independent of a board meeting, so long as the review is ratified at the board meeting subsequent to the review and that ratification is reflected in the minutes of that meeting.

**Wash Bins**

A motion was made, seconded, and unanimously carried to APPROVE the proposal from Wash Bins dated 02/08/24 to clean two (2) food waste bins located at dumpster #3 & #5 one (1) time per month at \$30.00 per bin to commence as soon as possible to be paid from Operating G/L 72600 (Janitorial: Supplies and Extras).

**24 HRC Invoice**

There was no discussion with regard to the 24 HRC invoice since this item was placed on the Agenda in error.

**Flood Pro Invoice**

There was no discussion with regard to the Flood Pro invoice since this item was placed on the Agenda in error.

**Villa Park Landscape Proposals**

The Board reviewed the proposals from Villa Park Landscape. A motion was made, seconded and unanimously carried to APPROVE from February walk VPL 1684-24 dated 02/15/24 (1) one gallon Lantana purple for \$32.50, (15) one gallon purple Lantana for \$187.50, Installation of (2) splash blocks @ \$55.00 each to be paid from G/L #60200 (Landscape: Extras).

**Professional Craftsmen – Chain Link Post**

A motion was made, seconded and unanimously carried to TABLE INDEFINITELY the proposal from Professional Craftsmen dated 02/22/24 to install a metal chain link post for \$5,600.00 at the newly planted landscape as the cost is not in the budget.

**Professional Craftsmen – 12 Segura- Wall**

A motion was made, seconded and unanimously carried to TABLE the proposal from Professional Craftsmen dated 02/22/24 to install a new brick wall for \$13,550.00 at 15 Segura until the March Board Meeting pending further review and estimates.

**Community Wide Slurry Seal**

The Board discussed the slurry seal project that is to be performed this year. The Board requested management to request three proposals to provide a scope of work. No further action was taken.

**Architectural Committee**

In accordance with Article V.1 of the Association’s CC&Rs, there shall be not less than THREE (3) or more than FIVE (5) members of the Architectural Committee. A motion was made, seconded, and unanimously carried to APPROVE appointment of the Board of Directors as the Architectural Committee to include Stan Jung in addition to Marilyn Curry, Angie Dickson, Ali Gharavi Esfahani, and Dan Wells as Chair.

**Next Meeting**

Meetings of the Board of Directors are held every month on the 4<sup>th</sup> Thursday. The Annual Membership Meeting and Election is held in January. The next meeting of the Board of Directors is scheduled for Thursday, March 28, 2024, at 6:00 p.m. Executive Session, 7:00 p.m. General Session at Optimum and Zoom.

**Adjourn General Session**

There being no further business to come before the Board of Directors in General Session, a motion was made, seconded, and unanimously carried to ADJOURN at 9:04 p.m.

**SECRETARY’S CERTIFICATE**

I, AGNES DICKSON, duly Appointed and Acting Secretary of The Villas Community Association, do hereby certify that the foregoing is a true and correct copy of the Minutes of the General Session of the Board of Directors held on the above date, as approved by the Board of Directors of The Villas Community Association.

ATTEST: Agnes Dickson  
Appointed Secretary

3/28/24  
Dated