

THE VILLAS COMMUNITY ASSOCIATION

NOTICE & AGENDA

BOARD OF DIRECTORS MEETING

DATE: THURSDAY, SEPTEMBER 23, 2021

TIME: 6:15 P.M. EXECUTIVE / 7:00 P.M. GENERAL

LOCATION: CONFERENCE CALL #669-900-9128

GENERAL: MEETING ID: 853 5471 8290 / PASSWORD: 585485

Civil Code §4930: The Board may NOT discuss or take action on any item at a non-emergency meeting unless the item was placed on the agenda included in the notice that was posted and distributed pursuant to subdivision (a) of Section 4920.

EXECUTIVE SESSION

Pursuant to Civil Code §4935(a) an Executive Session will be held prior to the General Session to consider any of the following: litigation, matters relating to the formation of contracts with third parties, member discipline, personnel matters, or to meet with a member, upon member's request, regarding the member's payment of assessments, as specified in Section 5665. This is a closed meeting and is not open to owners unless specifically agreed to by the Board per Civil Code §4925(a).

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| I. | DECLARATION OF QUORUM / CALL TO ORDER | 6:15 P.M. |
| II. | CONTRACTS | 6:15 P.M. |
| III. | DELINQUENCIES | 6:15 P.M. |
| IV. | HEARINGS / NON-COMPLIANCE | 6:25 P.M. |
| V. | LEGAL | 6:25P.M. |
| VI. | MINUTES | 6:55 P.M. |
| VII. | ADJOURN EXECUTIVE SESSION | 7:00 P.M. |

GENERAL SESSION

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| I. | DECLARATION OF QUORUM / CALL TO ORDER | 7:00 P.M. |
| II. | EXECUTIVE SESSION DISCLOSURE
<i>Civil Code §4935(e): Any matter discussed in executive session shall be generally noted in the minutes of the immediately following meeting that is open to the entire membership.</i> | |
| III. | HOMEOWNER FORUM (15 Minutes)
<i>(3 minutes per member / 15 minutes maximum)</i>
<i>Civil Code §4925(b), 5000(b): The board shall permit any member to speak at any meeting of the association or the board, except for meetings of the board held in executive session. A reasonable time limit for all members of the association to speak to the board or before a meeting of the association shall be established by the board.</i> | 7:00 P.M. |
| IV. | COMMITTEE REPORTS | 7:15 P.M. |
| | A. Architectural Committee | |
| | 1. Architectural Applications | |
| | B. Landscape Committee | |

C. Executive Committee

1. RCI Report

D. Painting Committee

V. SECRETARY'S REPORT / MINUTES 7:20 P.M.

A. 08/26/21 General Session Minutes

VI. TREASURER'S REPORT / FINANCIALS 7:25 P.M.

A. 08/31/21 Financial Statements

B. Budget and Reserve Study FY 01/01/22 to 12/31/22

C. Adopt Reserve Funding Plan in General Session

D. Invoice Approval

VII. LIEN RESOLUTIONS 7:30 P.M.

VIII. GENERAL BUSINESS 7:35 P.M.

A. Address Lights LED Upgrade Proposals

B. Tri-County Lighting Proposal – Modified Inclusive Monthly Maintenance

C. First Street Painting Proposal – Utility Door Painting

D. Annual Tree Trimming Proposals

E. Pool/Spa Skimmer Replacement Proposals

F. Concrete Hazard Solutions Proposal – Trip Hazard & Patch Repair

G. Carasso Construction Proposal – Wall Cap Replacement

H. Roof Repairs at 60 Navarre – Warranty Status

I. Professional Craftsman – Status Update Replacement of Utility Door with Fiberglass

J. Premier Roofing Proposal - Annual Roof & Gutter Maintenance

K. Digital Invoice Approval

IX. ITEMS NEEDING IMMEDIATE ACTION

Before discussing any item not on the posted Agenda pursuant to Civil Code §4930(d), the Board shall openly identify the item to the members in attendance at the meeting.

X. NEXT MEETING

The next Board Meeting is scheduled for **October 28, 2021** at 6:15 p.m. Executive / 7:00 p.m. General via Zoom.

XI. ADJOURN GENERAL SESSION 8:00 P.M.

Professionally Managed By:

Optimum Professional Property Management, Inc.

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Orange County: 230 Commerce, Suite 250, Irvine, CA 92602 (714) 508-9070

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