

THE VILLAS COMMUNITY ASSOCIATION

NOTICE & AGENDA

BOARD OF DIRECTORS MEETING

DATE: THURSDAY, OCTOBER 28, 2021

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

LOCATION: CONFERENCE CALL #669-900-9128

GENERAL: MEETING ID: 817 5544 0929 / PASSWORD: 939612

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 | 6:25 P.M. |
| V. | LEGAL | 6:25P.M. |
| VI. | MINUTES | 6:55 P.M. |
| VII. | NON-COMPLIANCE | |
| VIII. | 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 | |

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.

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| III. | HOMEOWNER FORUM (15 Minutes)
(3 minutes per member / 15 minutes maximum) | 7:00 P.M. |
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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.

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| IV. | COMMITTEE REPORTS | 7:15 P.M. |
| | A. Architectural Committee | |
| | 1. Architectural Applications / Notice of Completions | |
| | B. Landscape Committee | |
| | C. Executive Committee | |
| | D. Painting Committee | |
| | 1. Community Wide Painting/Repair Update | |
| V. | SECRETARY'S REPORT / MINUTES | 7:20 P.M. |
| | A. 09/23/21 General Session Minutes | |
| VI. | TREASURER'S REPORT / FINANCIALS | 7:25 P.M. |
| | A. 09/30/21 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.

- A. APN #935-620-08

VIII. GENERAL BUSINESS

7:35 P.M.

- A. Pool/Spa Skimmer Replacement Proposals
- B. Annual Roof & Gutter Maintenance Proposals
- C. Community Wide Concrete Repair Proposals
- D. Carasso Construction Proposal – Wall Cap Replacement
- E. Professional Craftsman Proposal – Utility Door Replacement
- F. Villa Park Proposal - 3 Year Trimming Plan
- G. Premier Roofing Proposal – Clamp Ring Replacement at 58 Navarre
- H. Tri-County Proposal – LED Upgrade at Pool Area
- I. Appoint 1 or 3 Inspectors of Election
- J. November Board Meeting Date
- K. In Person Meetings
- L. Roof Repairs at 60 Navarre – Warranty Status

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 **December 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.

Los Angeles: 21250 Hawthorne Blvd, Suite 700, Torrance, CA 90503 (310) 218-4010

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

www.optimumppm.com

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