

# THE VILLAS COMMUNITY ASSOCIATION

## NOTICE & AGENDA BOARD OF DIRECTORS MEETING

**DATE: Thursday, September 26, 2024**

**TIME: 6:00 P.M. Executive Session | 7:00 P.M. General Session**

**LOCATION: Optimum's Irvine Office and Zoom**

**[https://optimumpm.zoom.us/j/85491410911?pwd=bb8qKlwmcz  
uA9WttF8xSCH5qAeNK1F.1](https://optimumpm.zoom.us/j/85491410911?pwd=bb8qKlwmcz<br/>uA9WttF8xSCH5qAeNK1F.1)**

**Meeting ID: 854 9141 0911**

**Passcode: 703012**

**One tap mobile**

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Civil Code §4930: The Board may not discuss or act 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).

- I. DECLARATION OF QUORUM / CALL TO ORDER 6:00 P.M.**
- II. CONTRACTS**
- DELINQUENCIES**
  - A. A/R Aging & Collections Report 08/31/24
- III. HEARINGS (5)**
  - A. Hearing Report
- IV. LEGAL**
- V. MINUTES**
  - A. 07/25/24 Executive Session
- VI. NON-COMPLIANCE**
- VII. ADJOURN EXECUTIVE SESSION 7:00 P.M.**

### **GENERAL SESSION**

- 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.
- III. HOMEOWNER FORUM (15 Minutes) 7:00 P.M.**

**(3 minutes per member / 15 minutes maximum)**

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.

**IV. COMMITTEE REPORTS****7:15 P.M.**

- A. Architectural Committee
  - 1. ARC. Status Report
  - 2. Proposed Major Architectural Application
  - 3. Proposed Minor Architectural Application
- B. Landscape Committee
  - 1. August Landscape Walk Report
  - 2. September Landscape Walk Report
  - 3. Villa Park Proposal – 88 Navarre Pine Tree
- C. Cool Block Club Committee

**V. SECRETARY'S REPORT / MINUTES**

- A. 07/25/24 General Session

**VI. TREASURER'S REPORT / FINANCIALS**

- A. 07/31/24 Financial Statement
- B. 08/31/24 Financial Statement
- C. CD 09/27/24GL #15250
- D. CD 09/27/24 GL #15255
- E. CD 10/01/24 GL #15260
- F. CD 10/29/24 GL #15200
- G. 07/24/24 Villa Park Landscape Correspondence - Increase
- H. 09/15/24 Patrol One Correspondence – Increase
- I. 08/13/24 Waste Management Correspondence – Requires Action
- J. 07/26/24 Aqua-Tek Commercial Pools Correspondence (Review Only)
- K. Ratification of Invoice #10149 – 32 Morena Roof Replacement - \$13,750.00
- L. Ratification of Jim Murray Roofing Change Order – 32 Morena - \$9,450.00
- M. Ratification of South County Plumbing Invoice #27152 – 46 Navarre - \$5,200.00
- N. Ratification of South County Plumbing Invoice #27164 – 46 Navarre - \$2,401.00
- O. South County Plumbing Invoice #27264 – 15 Morena – Leak Detection - \$435.00
- P. Ratification of 24HRC Invoice #41307 – 11 Segura Build Back - \$2,889.81
- Q. Ratification of 24HRC Invoice #41301 – 46 Navarre – Mitigation \$8,976.32

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**VII. LIEN RESOLUTIONS****VIII. GENERAL BUSINESS**

- A. Proposed Enforcement and Fine Policy
- B. Resolution for Executive Committee Charter
- C. Homeowner Request – 86 Navarre – Parking Permit
- D. Proposals (2) Annual Roof Maintenance
- E. Proposals (3) Asphalt & Speed Humps
- F. Professional Craftsman Proposal – 5 Segura Drywall Repairs
- G. Professional Craftsman Proposal – 50 Navarre – Utility Door
- H. Professional Craftsman Proposal – 21 Navarre – Door Replacement
- I. PRB Roofing Proposal – 18 Navarre
- J. Professional Craftsman Proposal – 33 Morena Concrete
- K. Proposals (2) 35 Morena Water Testing
- L. Storage Closet Spreadsheet
- M. Board Meeting Dates (November)

**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 meeting of the Board of Directors will be held on **Thursday, October 24, 2024, at 6:00 pm Executive Session and 7:00 pm General Session** at Optimum's Irvine Office and Via Zoom.

**XI. ADJOURN GENERAL SESSION****8:00**

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**MAKING A DIFFERENCE TOGETHER**