

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

JULY 28, 2022

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 (Five Members per Bylaws) was established with the following Directors in attendance:

Directors Present: Daniel Wells, President
Angie Dickson, Vice President
Marilyn Curry, Treasurer
Jill Cooper, Secretary
Ali Gharavi Esfahani, Member at Large

Directors Absent: NONE

Others Present: Jennifer White, CMCA®, Optimum Professional Property Management, Inc.
Ana Rubyn – 5 Segura
Annette Ritchie – 12 Segura
Patricia Admundson – 18 Morena
David Park – Southern Cross

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 July 28, 2022 from 6:22 p.m. to 7:09 p.m. and 10:11 p.m. to 10:48 p.m. for the following:

- Delinquencies: A/R Aging & Collection Report 06/30/22, Request to Waive Fine
- Hearings (8): Non-Compliance of the Governing Documents
- Legal: Water Damage Concern Update (2)
- Minutes: Executive Session 06/23/22
- Non-Compliance: Nuisances

Call to Order General Session

President and Presiding Chair, Daniel Wells, called the General Session to order following Executive Session at 7:09 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:

- Community Wide Painting
- Community Social Event
- Welcome Committee

Architectural Review Committee

The following architectural applications were reviewed and approved as submitted by the Architectural Review Committee:

1. 16 Navarre (Mrs. Yen) dated 06/24/22 to replace doorknob and doorbell.

Landscape Committee

No update at this time.

Furthermore, a motion was made, seconded, and unanimously carried to APPROVE the proposal from Villa Park dated 07/13/22 to perform the July punchlist for \$184.20 to be paid from Operating G/L #60200 (Landscape: Extras).

Furthermore, a motion was made, seconded, and unanimously carried to APPROVE the proposal from Villa Park dated 07/13/22 to install three (3) drains near 32 Navarre for \$365.40 to be paid from Operating G/L #60800 (Irrigation: Repairs/Maintenance).

Furthermore, a motion was made, seconded, and unanimously carried to TABLE the proposal from Villa Park dated 07/13/22 to install drip irrigation at 10-18 Morena for \$3,694.60 until the August meeting pending further review.

Furthermore, a motion was made, seconded, and unanimously carried to TABLE the proposal from Villa Park dated 06/21/22 for landscape installation at 31 Navarre for \$203.00 until the August meeting pending further review.

Furthermore, a motion was made, seconded, and unanimously carried to APPROVE the proposal from Villa Park dated 07/06/22 to remove the tree in front of 84 Navarre for \$1,827.00 to be paid from Operating G/L #61100 (Tree Trimming).

Painting Committee

The Board reviewed the report from Southern Cross for the completed wood repair work by Carasso Construction. No further action required at this time.

Furthermore, the Board reviewed the bid comparison provided by construction manager David Park of Southern Cross, who was present to discuss and address the Boards questions/concerns. A motion was made, seconded, and unanimously carried to APPROVE the proposal from 24 HRC to perform the additional wood repairs for a cost not to exceed \$156,759.95 to be paid from Reserves G/L #35400 (Painting), noting that Southern Cross is to have the proposal revised to remove the storage/utility closet doors.

Secretary's Report / Minutes

A motion was made, seconded, and unanimously carried to TABLE the Minutes of the June 23, 2022 General Session of the Board of Directors until the August meeting pending corrections.

Treasurer's Report / Financial Statements

A motion was made, seconded, and unanimously carried to ACCEPT the financial statements and reconciled bank statements for period(s) ending 06/30/22 as presented, subject to audit/review at fiscal year-end by a CPA.

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.

Reserve Study FY 01/01/23 to 12/31/23

A motion was made, seconded, and unanimously carried to TABLE the update reserve study from Association Reserves fiscal year 01/01/23 to 12/31/23 until the August board meeting pending further review.

Morgan Stanley CD Maturing 08/24/22

A motion was made, seconded, and unanimously carried to APPROVE rolling over the Certificate of Deposit at Morgan Stanley, Reserve Account G/L #15130 in the amount of \$150,000.00 plus interest maturing 08/24/22 for a term of six (6) months at the best available rate.

Morgan Stanley CD Maturing 08/09/22

A motion was made, seconded, and unanimously carried to APPROVE rolling over the Certificate of Deposit at Morgan Stanley, Reserve Account G/L #15120 in the amount of \$150,000.00 plus interest maturing 08/09/22 for a term of six (6) months at the best available rate.

Morgan Stanley CD Maturing 08/10/22

A motion was made, seconded, and unanimously carried to APPROVE rolling over the Certificate of Deposit at Morgan Stanley, Reserve Account G/L #15125 in the amount of \$50,000.00 plus interest maturing 08/10/22 for a term of six (6) months at the best available rate.

Invoice Approval

A motion was made, seconded, and unanimously carried to TABLE the payment of invoice #155100 from Tri-County Lighting dated 05/02/22 for LED strips installation and doorbell transformer replacement for \$1,860.15 until the August board meeting pending further review.

Delinquencies: Approval to Record Lien

In accordance with California Civil Code §5673: A motion was made, seconded, and unanimously carried to APPROVE recording a lien in accordance with the Association's adopted Delinquent Assessment Collection Policy and California Civil Code on property identified as:

- APN #935-620-17 / ACCT #96320462

Berg Insurance Renewal Quote

A motion was made, seconded, and unanimously carried to RATIFY the APPROVAL of the renewal quote from Berg Insurance dated 07/19/22 to include property coverage with a policy limit of \$45,755,751 and deductible of \$10,000, liability coverage with a policy limit of \$1 million, umbrella coverage with a policy limit of \$15 million, and Directors & Officers coverage with a policy limit of \$1 million for a total annual premium of \$36,946.00 subject to rate changes to be paid from Operating.

Berg Insurance Proposal – Earthquake Coverage

A motion was made, seconded, and unanimously carried to RATIFY the APPROVAL of the proposal from Berg Insurance dated 06/27/22 to include Earthquake coverage with a policy limit of \$36,698,500 and deductible of 25%. Furthermore, the Board approves the terms of the agreement from Berg Insurance to finance the annual premium with an annual premium of \$43,726.38 be paid from Operating.

Atrium/Patio & Water Intrusion Policy

A motion was made, seconded, and unanimously carried to TABLE the atrium/patio and water intrusion policy until the August board meeting pending further review.

Residence Guide Revision

A motion was made, seconded, and unanimously carried to TABLE the residence guide revision until the August board meeting pending further review.

Tenant Information Policy

A motion was made, seconded, and unanimously carried to TABLE the proposed tenant leasing/rental rules until the August board meeting pending further review.

Villa Park Monthly Maintenance Increase

A motion was made, seconded, and unanimously carried to APPROVE the monthly maintenance contract increase from Villa Park dated 07/07/22 with the new monthly amount of \$8,211.00, effective 01/01/23.

SCE Switch to OC Power Authority

A motion was made, seconded, and unanimously carried to TABLE the discussion of the SCE switch to OC Power Authority until the August board meeting pending further review.

CC&R Amendment

A motion was made, seconded, and unanimously carried to TABLE the CC&R amendment discussion until the August board meeting pending further review and discussion.

Umbrellas at Pool Area

A motion was made, seconded, and carried to APPROVE Board Member Jill Cooper purchasing umbrellas for the pool area for a cost not to exceed \$2,000.00 to be paid from Reserves G/L #36000 (Pool/Spa) once receipts are submitted for reimbursement.

ABSTAIN: COOPER

Cameras at Pool & Dumpster Areas

A motion was made, seconded, and unanimously carried to TABLE the cameras at the pool and dumpster area discussion until the August board meeting pending further review.

Water Usage

A motion was made, seconded, and unanimously carried to TABLE the water usage discussion until the August board meeting pending further review.

Parking/Garage Usage

A motion was made, seconded, and unanimously carried to TABLE the parking/garage use discussion until the August board meeting pending further review.

Landscape/Irrigation Survey & Solar Usage

A motion was made, seconded, and unanimously carried to TABLE the landscape/irrigation survey and solar usage discussion until the August board meeting pending further review.

Next Meeting

Meetings of the Board of Directors are held every month on the 4th Thursday. The Annual Membership Meeting and Election is held in January. The next meeting of the Board of Directors is scheduled for Thursday, August 25, 2022 at 6:15 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 RECONVENE at 10:09 p.m. to Executive Session.

SECRETARY'S CERTIFICATE

I, JILL ANN M. COOPER, 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:

Jill Ann M. Cooper
Appointed Secretary

AUGUST 24, 2022
Dated