

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

AUGUST 25, 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, *departed 9:35 p.m.*
Ali Gharavi Esfahani, Member at Large

Directors Absent: NONE

Others Present: Jennifer White, CMCA®, Optimum Professional Property Management, Inc.
Bap Fugoso – 29 Navarre
Stan & Margi Jung – 15 Segura
William Leek & Helene Spyk – 9 Segura
Jean – Association Legal Counsel

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 August 25, 2022 from 6:20 p.m. to 7:02 p.m. and 7:40 p.m. to 7:57 p.m. for the following:

- Delinquencies: A/R Aging & Collection Report 07/31/22
- Hearings (10): Non-Compliance of the Governing Documents
- Legal: Water Damage Update (3)
- Minutes: Executive Session 07/28/22

Call to Order General Session

President and Presiding Chair, Daniel Wells, called the General Session to order following Executive Session at 7:02 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:

- Meeting Location
- Speeding
- Reserve Study

Architectural Review Committee

The following architectural applications were reviewed and approved as submitted by the Architectural Review Committee for the month of July: None.

Landscape Committee

No update at this time.

Furthermore, a motion was made, seconded, and unanimously carried to TABLE the proposal from Villa Park dated 08/08/22 to perform the August punchlist for \$537.95 until the September meeting pending further review.

Furthermore, a motion was made, seconded, and unanimously carried to TABLE the proposal from Villa Park dated 08/05/22 for landscape installation at 31 Navarre for \$152.25 until the September meeting pending further review.

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 September meeting pending further review.

Painting Committee

The Board reviewed the revised final proposal from 24 HRC dated 08/01/22 to perform the additional wood repairs, with the storage/utility closets removed from the proposal. No action required at this time.

Furthermore, Management provided an update that the wood repair work will start 08/29/22 with First Street Painting starting shortly after.

Secretary's Report / Minutes

A motion was made, seconded, and unanimously carried to APPROVE the Minutes of the June 23, 2022 General Session of the Board of Directors as written.

A motion was made, seconded, and unanimously carried to APPROVE the Minutes of the July 28, 2022 General Session of the Board of Directors as written.

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 07/31/22 as presented, subject to audit/review at fiscal year-end by a CPA.

Furthermore, a motion was made, seconded, and unanimously carried to APPROVE the transfer of funds from Morgan Stanley Money Market Reserve Account G/L #14200 in the amount of \$150,000.00 to Pacific Premier Bank Money Market Reserve Account G/L #14100.

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 September board meeting pending further review.

Morgan Stanley CD Maturing 09/28/22

A motion was made, seconded, and unanimously carried to APPROVE rolling over the Certificate of Deposit at Morgan Stanley, Reserve Account G/L #15140 in the amount of \$50,000.00 plus interest maturing 09/28/22 for a term of three (3) months at the best available rate.

Morgan Stanley CD Maturing 09/30/22

A motion was made, seconded, and unanimously carried to APPROVE rolling over the Certificate of Deposit at Morgan Stanley, Reserve Account G/L #15145 in the amount of \$50,000.00 plus interest maturing 09/28/22 for a term of three (3) months at the best available rate.

Morgan Stanley CD Maturing 09/07/22

A motion was made, seconded, and unanimously carried to APPROVE rolling over the Certificate of Deposit at Morgan Stanley, Reserve Account G/L #15155 in the amount of \$100,000.00 plus interest maturing 09/07/22 for a term of six (6) months at the best available rate.

Morgan Stanley CD Maturing 09/01/22

A motion was made, seconded, and unanimously carried to APPROVE rolling over the Certificate of Deposit at Morgan Stanley, Reserve Account G/L #15150 in the amount of \$150,000.00 plus interest maturing 09/01/22 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 September board meeting pending further review.

A motion was made, seconded, and unanimously carried to APPROVE the payment of invoice #23056 from South County Plumbing dated 08/04/22 for slab leak repair for \$2,750.00 to be paid from Reserves G/L #38950 (Contingency).

24 HRC Proposal – Wall Reconstruction at 6 Segura

A motion was made, seconded, and unanimously carried to RATIFY the APPROVAL of the proposal from 24 HRC dated 08/12/22 to perform the wall reconstruction and flooring repair at 6 Segura for \$37,800.00 to be paid from Reserves G/L #38950 (Contingency).

24 HRC Proposal – Remediation/Restoration at 6 Segura

A motion was made, seconded, and unanimously carried to RATIFY the APPROVAL of the proposal from 24 HRC dated 08/12/22 to perform the remediation and restoration at 6 Segura for \$20,942.81 to be paid from Reserves G/L #38950 (Contingency).

Viking Proposal – Abatement at 6 Segura

A motion was made, seconded, and unanimously carried to RATIFY the APPROVAL of the proposal from Viking Environmental dated 08/08/22 to perform the abatement at 6 Segura for \$5,690.10 to be paid from Reserves G/L #38950 (Contingency).

Hearing: Reimbursement Assessment Water Intrusion \$3,603.97 – 45 Morena (Mancuso/Takahata)

Owner was present. A motion was made, seconded, and unanimously carried to APPROVE the following Ruling: Reimbursement Assessment of \$3,603.97 will be assessed to the owner's account of 45 Morena to reimburse the Association for payment of invoice #35876 from 24 HRC dated 04/27/22, invoice #35613 from 24 HRC dated 02/23/22, and invoice #35895 from 24 HRC dated 04/28/22 to perform the remediation/restoration/moisture barrier & stucco replacement at 47 Morena for \$3,603.97 since the repairs are the homeowner's responsibility per the CC&Rs, noting that the amount owed is 30% of the total cost of the above invoices and Association legal counsel will draft reimbursement notice.

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 September board meeting pending further review.

Water Usage

The Board discussed water usage in the community. No further action required at this time.

Monthly Patrol Proposals (4)

A motion was made, seconded, and unanimously carried to TABLE the monthly patrol proposals until the September 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 September 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 September board meeting pending further review.

Atrium/Patio & Water Intrusion Policy

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

Residence Guide Revision

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

Welcome Committee/Social Event

A motion was made, seconded, and unanimously carried to TABLE the discussion of the welcome committee/social event until the September board meeting pending further discussion.

Pool/Spa Re-Plaster Proposals (3)

The Board reviewed three (3) proposals to perform the pool/spa re-plaster. A motion was made, seconded, and unanimously carried to APPROVE the proposal from Aqua-Tek dated 08/18/22 to re-plaster the pool and spa for \$26,044.30 to be paid from Reserves G/L #3600 (Pool/Spa).

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 September 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 September board meeting pending further review and discussion.

Speed Bumps

The Board discussed potential speeds bumps in the community. Management to obtain line-item options on the street slurry proposals for the Board to review.

Buck-A-Door Pledge – CAI Community Legislative Action Committee (CLAC)

The Board reviewed correspondence from Community Associations Institute (CAI) for a community pledge requesting a donation of \$1.00 per door to help with public education and advocacy for homeowners and community associations. A motion was made, seconded, and unanimously carried to APPROVE donating to Community Associations Institute for the Community Legislative Action Committee (CLAC), "A Buck a Door" program for \$1.00 per door, which is equal to \$144.00 to be paid from Operating G/L #82800 (Miscellaneous Administration).

ITEMS NEEDING IMMEDIATE ACTION

Civil Code §4930(d) states that the Board may act on any item of business not appearing on the agenda posted and distributed pursuant to subdivision (a) of Section 4920 with certain conditions.

Therefore, a motion was made, seconded, and unanimously carried to APPROVE review of the following items not previously identified on the agenda as they require immediate action and the Board advised the membership of such:

1. **24 HRC Proposal – Remediation at 52 Navarre**

A motion was made, seconded, and unanimously carried to APPROVE the proposal from 24 HRC dated 08/22/22 to perform the remediation at 52 Navarre for \$3,087.59 to be paid from Reserves G/L #38950 (Contingency).

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, September 22, 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 ADJOURN at 9:43 p.m.

SECRETARY'S CERTIFICATE

I, Jill Ann 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 Cooper
Appointed Secretary

SEPTEMBER 29, 2022
Dated