

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

OCTOBER 24, 2024

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

Directors Present: Daniel Wells, President
Angie Dickson, Vice President (Via Zoom)
Stan Jung, Secretary
Marilyn Curry, Treasurer
Ali Gharavi Esfahani, Member at Large – (Via Zoom)

Directors Absent: None

Others Present: Morgen Hardigree, Sr. CAM, Optimum Professional Property Management
Patricia Amundson, 18 Morena

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 **October 24, 2024 from 6:01 p.m. to 7:10 p.m.** for the following:

- Delinquencies: A/R Aging & Collection Report 09/30/24, request to waive fees
- Hearings: Unsightly items, unapproved modifications,
- Legal: Architectural Guidelines
- Minutes: Executive Session 09/26/24
- Non-Compliance: Non-compliance issues

Call to Order General Session

President and Presiding Chair, Daniel Wells, called the General Session to order **at 7:11 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:

- Zoom Meetings and Speakers

Architectural Review Committee

The Board reviewed the ARC Report from 09/02/24 to 10/18/24. There was no action required.

ARC Committee – Door Handle/Lockset

The Board agreed to consider the proposed door handle/lockset in the proposed ARC Guidelines.

Homeowner Request for Appeal – 15 Segura Door

Owner was present to discuss with the Board their request for an Appeal of the denial received for the proposed new front door requested to be installed at 15 Segura. A motion was made, seconded and carried to DENY the

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requested appeal from the owner of 15 Segura for the installation of the proposed door, and supports the decision made by the ARC Committee.

Electric Vehicle Charging Stations – Requested by Board Member

Management was directed to include the use of portable electric vehicle charging stations as part of the ARC Guidelines, and confirm with legal counsel when sent for review if requesting an insurance policy for this type of apparatus is reasonable.

Proposed Major Remodel Architectural Application

A motion was made, seconded and unanimously carried to TABLE further discussion to the November Meeting to allow further review by the Board of the proposed changes, and will then be sent to the Association's Legal Counsel along with the proposed ARC Guidelines for their review.

Proposed Minor remodel Architectural Application

A motion was made, seconded and unanimously carried to TABLE further discussion to the November Meeting to allow further review by the Board of the proposed changes, and will then be sent to the Association's Legal Counsel along with the proposed ARC Guidelines for their review.

Landscape Committee

Villa Park October Landscape Report

A motion was made, seconded, and unanimously carried to APPROVE proposal #vpl15458-24, (October Punchlist) from Villa Park on 10/10/24 for community wide Landscape Services, in the amount of \$4,070.00, to be paid from Reserves G/L #34500 (Landscape).

Villa Park Proposal – Entry Monument Color

A motion was made, seconded and unanimously carried to APPROVE proposal #vpl15459-24 dated 10/10/24 from Villa Park Services for the installation of the entry monument color, in the amount of \$725.00, to be paid from Operating G/L #60300 (Landscape Replacement).

Cool Block Club Committee

Angie Dickson advised the Committee was meeting the following to schedule the community caroling. There was no action required.

Secretary's Report / Minutes

A motion was made, seconded, and unanimously carried to APPROVE the Minutes of the July 25, 2024 General Session of the Board of Directors as written.

A motion was made, seconded and unanimously carried to APPROVE the Minutes of the September 26, 2024 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 09/30/24 as presented, subject to audit/review at fiscal year-end by CPA.

Approval of Budget and Reserve Study for FY 01/01/25 to 12/31/25

A motion was made, seconded, and unanimously carried to TABLE the discussion of the proposed budget for further discussion, as the Budget was not provided to the Board in a timely manner. The Board agreed to schedule a Special General Session on Monday, November 4, 2024 at 1:00 p.m. via Zoom to discuss and approve

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a Budget for FY 01/01/25 to 12/31/25. Furthermore, Management was requested to include in the 2025 Budget \$1,000.00 in a new operating g/l code for Community Activities, as well as \$1,500.00 for Holiday Lighting.

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.

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 #935-830-41 / ACCT #96357503

Homeowner Request for Reimbursement – Electricity

Owner was not present. The Board reviewed the correspondence from the owner of 46 Navarre requesting reimbursement for the extra electricity used during the plumbing re-route at her unit. A motion was made, seconded and carried to APPROVE reimbursement in the amount of \$481.33.

Opposed: Ali Gharavi Esfahani

Proposals (2) Holiday Lighting

The Board reviewed two (2) proposals for holiday lighting installation. A motion was made, seconded and unanimously carried to APPROVE proposal #11254 from Let it Glow dated 10/06/24 for the installation of holiday lighting at the center monument island and the islands at the end of Navarre and Segura, in the amount of \$1,150.00, to be paid from Operating G/L #60200 (Landscape Extras).

OPPM Janitorial Proposal – Street Signs and Monument Sign Cleaning

A motion was made, seconded and unanimously carried to APPROVE the proposal from Optimum Janitorial to wipe down the address monuments (17) of dirt and debris, in the amount of \$425.00, to be paid from Operating G/L #72600 (Janitorial Supplies/Extras).

Homeowner Request – Concrete Pad at Garage

The Board reviewed the request from the owner of 15 Segura requesting the concrete pad at the base of their garage be repaired. The Board advised this would be discussed as part of the Concrete / Asphalt Project.

Concrete / Asphalt Proposal

The Board discussed the upcoming proposed asphalt / concrete project. Management was directed to obtain revised proposals for the items on Ben's Asphalt proposal dated 09/09/24 for the miscellaneous concrete on Segura, the culvert in front of 33 Navarre and in the entire alley way, and the pouring of seventy-nine (79) missing concrete pads throughout the complex for the Board to review at their next General Session Meeting.

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Storage Closet Spreadsheet

A motion was made, seconded and unanimously carried to TABLE discussion of the storage closet spreadsheet to the November General Session pending further discussion and due to time constraints.

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, November 21, 2024**, at 6:00 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 **8:30 p.m.**

SECRETARY'S CERTIFICATE

Daniel wells

I, _____, 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:

DocuSigned by:
Daniel Wells
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12/31/2024

Appointed Secretary

Dated