

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

MAY 26, 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.
Andrea Warner – OC Power Authority

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 **May 26, 2022 from 6:15 p.m. to 7:42 p.m.** for the following:

- Delinquencies: A/R Aging & Collection Report 04/30/22; Request to Waive Fees
- Hearings/Non-Compliance (8): Non-Compliance of the Governing Documents
- Legal: Water Damage Concern Update (2), Small Claims, Executive Committee
- Minutes: Executive Session 04/28/22

Call to Order General Session

President and Presiding Chair, Daniel Wells, called the General Session to order **following Executive Session at 7:43 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: None.

Architectural Review Committee

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

Landscape Committee

No update at this time.

Furthermore, a motion was made, seconded and carried to APPROVE the request of Dan Wells resident of 18 Segura dated 05/25/22 for reimbursement from the Association for landscaping materials in the amount of \$150.72 to be paid from Operating G/L #60400 (Landscape Supplies).

ABSTAIN: WELLS

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Executive Sub Committee – Racquet Club Sale

No update at this time.

Painting Committee

No update at this time.

Secretary's Report / Minutes

A motion was made, seconded, and unanimously carried to APPROVE the Minutes of the April 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 04/30/22 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.

Morgan Stanley CD Maturing 06/09/22

A motion was made, seconded, and unanimously carried to APPROVE rolling over the Certificate of Deposit at Morgan Stanley, Reserve Account G/L #15100 in the amount of \$150,000.00 plus interest maturing 06/09/22 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 June board meeting pending further review.

24 HRC Proposal – Stucco Repair at 35 Morena

A motion was made, seconded, and unanimously carried to RATIFY the APPROVAL of the proposal from 24 HRC dated 04/25/22 to repair the stucco at 35 Morena for \$1,780.00 to be paid from Operating G/L #70600 (Common Area: Maintenance).

Residence Guide Revision

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

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Tenant Information Policy

A motion was made, seconded, and unanimously carried to APPROVE the proposed tenant leasing/rental rules and form prepared by the Association's legal counsel, Whitney Petchul, to be mailed to the Membership for the twenty-eight (28) day review and comment period prior to adoption scheduled for July 21, 2022.

SCE Switch to OC Power Authority

Andrea Warner with OC Power Authority was present to address the Board. A motion was made, seconded, and unanimously carried to TABLE the discussion of the SCE switch to OC Power Authority until the June board meeting pending further review.

South County Proposal – Reroute Water Heater Lines at 27 Morena

A motion was made, seconded, and unanimously carried to TABLE INDEFINITELY the proposal from South County Plumbing dated 04/08/22 to reroute the water heater lines at 27 Morena for \$2,450.00 as the Board advised it is not needed at this time and this is a common matter throughout the community.

Insurance Renewal 07/24/22

The Board discussed the upcoming insurance renewal and advised Management to obtain additional proposals for review.

Villa Park Proposal #VPL2626-22: Coupler Valve at Monument Area

A motion was made, seconded, and unanimously carried to APPROVE the proposal from Villa Park dated 05/13/22 to install a quick coupler valve at the monument area for \$289.28 to be paid from Operating G/L #60800 (Irrigation).

Villa Park Proposal #VPL2627-22: Mulch Installation from 9-39 Navarre

A motion was made, seconded, and unanimously carried to APPROVE the proposal from Villa Park dated 05/13/22 to install mulch from 9-39 Navarre for a cost not to exceed \$300.00 to be paid from Operating G/L #60200 (Landscape: Extras).

Villa Park Fuel Surcharge

A motion was made, seconded, and unanimously carried to TABLE the Villa Park fuel surcharge discussion until the June board meeting pending further review.

CC&R Insurance Amendment

The Board discussed the steps needed to amend the insurance section of the CC&Rs. The Board to evaluate the CC&Rs to include any additional amendments that may be needed.

Annual Termite Evaluation

A motion was made, seconded, and unanimously carried to TABLE the annual termite evaluation until the September 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, June 23, 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 **9:50 p.m.**

SECRETARY'S CERTIFICATE

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:

APPROVED

06.23.22

Appointed Secretary

Dated