VILLAGE PARK COMMUNITY ASSOCIATION

A California Non-profit, Mutual-benefit Corporation, Irvine 92612

GENERAL SESSION MINUTES

BOARD OF DIRECTORS MEETING

THURSDAY, JUNE 25, 2020

NOTICE Upon Notice & Agenda duly posted and received, the Board of Directors of Village Park Community Association held its regularly-scheduled June, 2020 General Session on Thursday, June 25, 2020 via teleconference based at the Village Park Community Association Management office at 4552 Michelson Drive, Irvine, CA 92612.

CALL TO ORDER President Leila Belkora called the Meeting to order at 7:16 p.m.

DIRECTORS PRESENT
Leila Belkora, President
Barbara Burton, Vice President
John Chen, Secretary and Treasurer
Natasha Radovsky, Director
Matthew Thoma, Director
Dominique Wascher, Director

DIRECTOR ABSENT Jeff G. Carchidi, Director

OTHERS PRESENT
???
Jeric Woo, owner of 56 Oak Tree Lane
George Ross CCAM®, VPCA General Manager

EXECUTIVE SESSION STATEMENT The Board held an Executive Session this evening to discuss legal matters, personnel matters, member discipline, delinquencies and formation of contracts with third parties.

HOMEOWNER FORUM No comments were made in Homeowner Forum.

CONSENT AGENDA: Upon a motion made by Leila Belkora and seconded by Barbara Burton:

Resolved: To approve the consent agenda for the June 25, 2020 General Session as follows:

- By those present at the Meeting, the Minutes of the May 28, 2020 General Session as presented;
- Monthly Reports as follow:
  - May, 2020 Work Order Report;
  - May, 2020 Courtesy Patrol Specialists Activity Report;
  - April 2020 Financial Report: the Board received and reviewed and accepts as presented, subject to audit, the Financial Reports for the month ending April 30, 2020. The motion carried unanimously.

END OF CONSENT AGENDA

DELINQUENT ASSESSMENT COLLECTION AND LIEN RESOLUTIONS:

LIEN RESOLUTION – ACCOUNT #00303-2

Upon a motion made by Leila Belkora and seconded by Barbara B*urt*on:

Resolved: To refer delinquent account 00303-2 to ALS for collection including, if necessary, placement of delinquent assessment lien, according to the Collection Policy of the Association. Per standard procedure, Management will perform final reach-outs prior to referring accounts. The Motion carried unanimously.

OLD BUSINESS:

COVID-19 COMMON AREA EMERGENCY RULES

Upon a motion made by Lila Belkora and seconded by Barbara Burton:

Resolved: To approve as presented the updated Emergency Common Area Rules dated June 12, 2020. The motion carried unanimously

COVID-19 CALICO BUILDING SERVICES JANITORIAL CONTRACT CHANGE

Upon a motion made by Leila Belkora and seconded by Barbara Burton:

Resolved: To approve a temporary change to Calico Building Services' janitorial contract for seven days per week service of three hours per day. The cost will be $2,373.65 / hr. The new contract features an unexplained $.26 increase in the hourly rate: $26.65 to $26.91. Management was directed to request Calico return the rate to $26.65 / hr. The motion carried unanimously.

OWNER REQUESTS FOR INDIVIDUAL MEMORIALS IN THE COMMON AREA

Upon a motion made by Leila Belkora and seconded by John Chen:

Resolved: To approve for publication for 30-day member comment the Policy Governing Homeowner Requests

to Install Private Commemorations / Memorials in the Common Area dated June 25, 2020. In summary, owner requests to have private memorials installed in the common area will be considered for acceptance only when a new common area amenity that benefits the entire membership is included in the offer. The motion carried unanimously.

NEW BUSINESS:

18 ACACIA TREE LANE – REQUEST FOR REIMBURSEMENT FOR ALLEGED DAMAGE TO ROOF FROM TREE LEAVES

The Board reviewed a written request by the owner of 18 Acacia Tree Lane that the Association reimburse the owner for the cost to install a new roof on the property due to alleged damage caused by the accumulation of falling common area leaves.

Upon a motion made by Barbara Burton and seconded by John Chen:

Resolved: To respectfully deny a written request by the owner of 18 Acacia Tree Lane that the Association reimburse the owner for the cost to install a new roof on the property due to alleged damage caused by the accumulation of falling common area leaves. The Board's decision is based on the following findings:

- Living in an urban forest yields many benefits to the residents. In return, some leaf drop is expected, and owners are responsible to maintain their roofs and gutters as necessary.
- The Tree Policy of the Association states the same and that trees will not be removed or inordinately trimmed to prevent normal leaf drop.
- The owner's roof is covered in lightweight concrete tile, which seems resistant to leaves.
- The roofs are very old, certainly more than 20 years, perhaps 30+ years. Roofs are not a lifetime asset.
- The owner did not present evidence that the condition of his roof has been negatively affected by common area leaves.

Management will send the owner a letter containing these findings. The motion carried unanimously.

CONSTRUCTION SITE SIGNAGE

Upon a motion made by Leila Belkora and seconded by Barbara Burton:

Resolved: To approve a proposed rule for 30-day member comment that site security, owners who are performing major alterations on vacant homes are required to post in a maintain a single, simple sign on the jobsite containing the general contractor's name and contact phone number (only). The motion carried unanimously.

ACC COMMON AREA DAMAGE DEPOSITS

The Board directed Management to draft a proposed change to the Architectural Standards to provide the Association with the ability to collect common area damage deposits in variable amounts based on size of project and potential impacts on the common area.

ADMINISTRATIVE:

***VILLAGER* TOPICS**

The Board reviewed the July *Villager* and discussed topics for the August *Villager.* Directors and committee chairs are invited to provide newsletter content and / or topics to Management by the 5th of June.

GOALS FOR THE 2020-2021 BOARD TERM

The Board discussed and added items to chart containing projects and goals for the current Board term. Added items included installing a sidewalk from Michelson to the Main Rec Area entrance, using the Villager, ask owners to suggest standards and locations for new or revised red curbs. Management was directed to create and include a handy form to regularize submittals.

FYI & CORRESPONDENCE

The Board reviewed notable homeowner and vendor correspondence for the current period.

COMMITTEE REPORTS:

The Board received and filed the following Committee reports:

ACC

- Minutes of the June 2, 2020 ACC Combined Meeting;
- 5/1/2020-6/16/2020 Asyst Architectural Applications Report;
- ADU Fact Sheet prepared by VPCA General Counsel Denise Iger;
- Notable architectural correspondence for the current period.

DIRECTION TO MANAGEMENT

Management reported the ACC will hold its July 7, 2020 ACC Meeting at the Clubhouse. Management was directed to offer owners the option to attend via Zoom teleconference.

GREENBELT COMMITTEE

- June 4, 2020 Committee Administrative Meeting Minutes;
- June 10, 2020 Committee Walk Minutes;
- June 10, 2020 Tree removal and replacement report;
- Total Landscaping May, 2020 Activity and Water Use Reports;
- 2016 Landscape Maintenance Contract bid process documents: Total price sheet and Board findings;
- Notable landscape correspondence for the current period.

DIRECTION TO MANAGEMENT

Management was directed to draft proposed revisions to the Tree Policy that will facilitate the proactive and progressive removal and replacement of mature trees on a priority basis. This proposed change is based on written advice from State Farm Insurance and VPCA's consulting arborist. Management was directed to provide copies of the advice to the Board.

COMMUNITY EVENTS

None

COMMITTEE / BLOCK CAPTAINS

FINANCE COMMITTEE: Management reported that Advanced Reserve Solutions analyst Steve Jackson checked in to report he will provide a date(s) soon for his site visit. John Chen stated he will provide black-out dates so that he and Mr. Jackson can agree on a date for John to meet Steve on the walk.

AD HOC GOVERNING DOCUMENTS COMMITTEE The Board reviewed a request by the owner of 1 Oak Tree Lane, Frank McGill, to be appointed to the Committee. The Board directed Management to invite Mr. McGill to the July Meeting to discuss Mr. McGill's philosophy and aims for updating the governing documents. John Chen stated that he is compiling a wish list of topics to be considered in the rewrite.

DORMANT COMMITTEES The Facilities & Ad Hoc Playground Committees are Dormant.

THE NEXT MEETING The next General Session Meeting of Village Park Community Association is scheduled to be held at 7:00 p.m. on Thursday, July 23, 2020 via teleconference based at the VPCA Management Office, 4552 Michelson Drive, Irvine, CA 92612.

ADJOURNMENT A motion was made, seconded and carried unanimously to adjourn the Meeting at 8:14 p.m.

ATTEST

Name Title

ATTEST

Name Title