

GENERAL SESSION NOTICE & AGENDA
BOARD OF DIRECTORS MEETING
THURSDAY, JUNE 24, 2021

By teleconference from the VPCA office, 4552 Michelson Drive, Irvine CA 92612

Meetings recorded: Zoom General Sessions are recorded for the sole purpose of assisting in drafting Minutes of the subject Meeting. The recordings are erased following approval of the Minutes.

Homeowner Forum: The Board of Directors welcomes resident / owner attendance at Board meetings to observe Board conduct of the business of the Corporation. Owners are welcome to briefly (2-3 minutes) state their questions, comments and/or concerns during Homeowner Forum and to observe the remainder (business portion) of the meeting. Owners may not participate in business discussions unless invited to do so. This format satisfies Civil Code requirements and preserves time for the Board to take care of its decision-making responsibilities.

Green Mandatory / important

Blue Not necessary or not time critical at this Meeting.

		PAGE(S)
7:00	I. CALL TO ORDER -- 7:00 P.M.	
	Information: Executive Meeting Statement -- An Executive Session will be held prior to General Session to review legal matters, specific delinquencies, member discipline, formation of third-party contracts and personnel issues.	No pages
7:01	II. HOMEOWNER FORUM	No pages
7:16	III. ACTION: CONSENT CALENDAR	
	A. Minutes. May 27, 2021 General Session Board Meeting (by those present at the Meeting).	1-7
	B. Reports. Except where action is indicated, the Board receives and files the following reports and correspondence.	
	1. May, 2021 Work Order Report.	8-34
	2. May, 2021 Patrol Masters Activity Report.	35-41
	END OF CONSENT CALENDAR	
7:17	IV. LIEN RESOLUTIONS – Per Civil Code, resolutions to lien for assessment delinquency are acted upon in General Session with owner identity masked – accounts read by Management.	Executive Packet
	V. OLD BUSINESS	No pages
7:18	A. <u>Action:</u> VPCA insurance for Private Properties – memo and materials from Frank McGill.	42-53
7:30	B. <u>Action:</u> Architectural violations – memo and materials from Frank McGill. Contextual documents by management.	54-64
	VI. NEW BUSINESS	

- 7:45** **A. Action: General session zoom and homeowner forum information and instructions** – draft policy by J.T. Chen. **65**
- 7:48** **B. Action: May, 2021 Financial Reports** – the Board reviews and accepts, subject to audit, the May 31, 2021 Financial Reports prepared by Asyst Data Systems. Also enclosed is a copy of the Audit mailing and other financial materials for the current month. **66-138**
- 7:52** **C. Action: VPCA/City Landscape Maintenance Agreement** – memo and materials from Frank McGill. **139-140**
- 7:53** **D. Action: Fees for review of Major projects** – memo and materials from Frank McGill. **141**
- 7:57** **E. Action: Draft comprehensive financial policy** – document by management. **142-145**
- 8:05** **F. Action: Common area Coronavirus rules** – discussion of repeal and update following California reopening. Relevant correspondence is enclosed. **146-149**
- 8:15** **G. Action: Villa Park renovation proposals:** **150-157**
- 1. Oak tree island - \$3,530
 - 2. 17-22 Aspen - \$10,505
 - 3. 19-21 Aspen - \$3,250
 - 4. 27 Aspen - \$2,720
 - 5. 28 Aspen - \$2,052
 - 6. 4521 Green - \$2,960
 - 7. 2-8 Sequoia - \$1,275.50
- Funds are to be expensed from Reserve GL 3185 Greenscape which has a balance of \$51,569.44.

IX. ADMINISTRATIVE

- A. Reminder: Please submit articles/topics for the August, 2021 Villager** by Friday, July 5, 2021. The July *Villager* is enclosed. **159-164**
- 8:25** **B. Action: Villager article submittals** – agenda form by Jean Anne Turner. **165**
- C. Information: Annual Calendar** – current months. **166-168**

X. FYI & CORRESPONDENCE

Information: Notable City, vendor, and homeowner correspondence for the current period:

- 1. Correspondence to and from the owner of 28 Willow following the IDR conducted with the owner in regard to trees. **169-171**
- 2. Correspondence in regard to the Edison irrigation power run at 2 Cedar. **172-177**

3. Correspondence to and from 8 and 10 Aspen in regard to negotiation for backyard access for home maintenance for 10 Aspen. **178-183**

XI. COMMITTEE REPORTS

A. ACC

Materials:

1. Minutes of the June 1, 2021 ACC Regular Session; **184-188**
2. 5/1/20 – 6/17/21 Asyst Architectural Applications Report. **189**

B. Greenbelt

Materials:

1. June 9, 2021 Greenbelt Committee Walk Minutes; **190-192**
2. June 3, 2021 Greenbelt Committee Administrative Meeting Minutes; **193-194**
3. Tree Removal and Replacement List updated to June 9, 2021; **195**
4. Villa Park Landscape report correspondence; **196-198**
5. IRWD water invoices; **199-216**
6. Other materials and correspondence for the current period. **217-221**

C. Community Events / Block Captains **No pages**

D. Finance – Management will draft notes in June for this year’s reserve study update. **No pages**

8:30 **E. Action: Facilities – Reestablish the committee?** **No pages**

F. Ad Hoc Governing Documents **No pages**

G. Ad Hoc Tot Lot – See July Villager in Administrative for front page for Tot Lot article and survey. Report by Frank McGill. **No pages**

XII. Information: Board Roster, Calendar, and Community Map. **Back of the Book**

8:30 **XIII. ADJOURN TO HOLD THE EVENING’S EXECUTIVE SESSION - NEXT GENERAL SESSION: THURSDAY, JULY 22, 2020 AT 7:00 P.M.** location in person and by Zoom at the VPCA office or in person at the Clubhouse, 4552 Michelson Drive, Irvine, CA 92612.