



Mission Viejo Environmental Association

mveahoa.com

the Neighborhood

ISSUE #26

MVEA COMMUNITY NEWSLETTER

SPRING 2016



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2016 BOARD OF DIRECTORS

At the Annual Meeting of Delegates in January, the 2016 Board of Directors was elected. Two Directors, **Gene Rogers** from Increment 7 and **Dan O'Connor** from Increment 5, ran for a second term and were re-elected by the MVEA Delegates.

Immediately after the Election, an Organizational Meeting of the new Board was held and it was agreed that the officer positions will remain the same as last year: Bill Ernisse, President; **Gene Rogers**, Vice President; **Dan O'Connor**, Treasurer; **Bryan Beardsley**, Secretary; and **Deborah Currie-Teele**, Member at Large. Many thanks to these homeowners, who volunteer their personal time to be involved in administering and overseeing the affairs of MVEA as a member of the Board of Directors.



BOARD MEETING DATES

The Board of Directors usually meets on the third Thursday of every month at 6:30 p.m. at the Norman P. Murray Center, 24932 Veterans Way, in Mission Viejo. However, during the months of **May, June, July and August** the monthly meetings have been scheduled for the third Wednesday to accommodate the Board Members schedule. A Homeowners Forum is scheduled at the beginning of every meeting. Homeowners may address the Board on any Association related topic. Here is a list of the meeting dates for the second quarter of 2016:

Thursday, April 21

Wednesday, May 18

Wednesday, June 15

Meeting agendas are posted on the community bulletin board located off Marguerite Parkway at the corner of Antela and Lovios. This specific location in Increment #5 has been designated as the place for posting all general notices to the Membership as now required by the Davis Stirling Act. The agenda is also posted on the MVEA website, www.mveahoa.com.

Your community manager is Stephen Stanton available by phone and email at 949-450-0202 ext. 2110 and sstanton@actionlife.com. The manager's assistant and administrative support is Rebekah Drake at ext. 2202 and email address rdrake@actionlife.com. Any official communication from members should be sent to Stephen Stanton at Action Property Management, 2603 Main Street, Ste. 500, Irvine, CA 92614.

MVEA BOARD MEETING & NEWS ITEMS

COMMITTEES AND THEIR VOLUNTEER ROSTERS

During their January meeting, the Board of Directors appointed chairs and committee volunteers to fill the Association's Committees for 2016.

Board Member, **Bill Ernisse**, will continue to chair the **Architectural Review Committee**. **Deborah Currie-Teele**, Board Member and Delegate from Increment #3; and **Connie Beardsley**, Delegate from Increment #5 were appointed to the Committee. Alternates for the ARC are **Peggy Russo**, Delegate from Increment 1; and **Donna Bourassa**, Delegate from Increment 7. This Committee usually meets on a weekly basis to review and approve all ARC applications. Their weekly meetings are responsible for the timely turn-around of all owner submitted architectural applications.



Board Member, **Gene Rogers**, will again chair the 2016 **Landscape Committee**. **Joe Tully** and **Deborah Currie-Teele** are appointees to the committee. The Committee meets on a weekly schedule to regularly inspect the Common Area slopes and greenbelts. The committee approves all new landscape plant installations and manages an operating budget of almost \$200,000.

The **Water Conservation Subcommittee** is chaired by **Frank Fossati**. Board Member, **Daniel O'Connor**, Increment 5; homeowner, **Joe Tully** from Increment 7; and **David Gibson**, Delegate from Increment 2 have volunteered for service on the Committee. This Subcommittee has existed since 2008 and meets monthly with landscape vendor to review and the water bills and all irrigation related expenditures. The committee makes recommendations to the Board on water savings techniques and technology. Through their work they have reduced the water expenditures from almost \$500,000 in 2008, to current expenditure levels in the low \$300,000. They are currently involved in converting specific domestic landscape water meters to recycled water with the Santa Margarita Water District. The committee provides a report to the Board at the monthly Board meetings.

The **Contract Review Committee** will be chaired by **Donna Bourassa**. **Frank Fossati**, **Gene Rogers**, **Peggy Russo** and **Joseph Tully** are volunteer appointees. The Committee reviews renewable annual contracts with Management and Landscape as directed by the Board.

The **Budget and Finance Committee** is chaired by Treasurer, **Dan O'Connor**, with **Donna Bourassa** and **Frank Fossati** as members. The Committee meets September of each year to review the Reserve Study and Management's draft budget and makes budget recommendations to the Board of Directors for the upcoming Fiscal Year.

The above Committees perform an important service for the Board of Directors. The Association depends upon the load they carry and the work they accomplish. The MVEA community is indebted to these homeowners who volunteer their time and energy to work on these Committees.



MVEA 2nd QUARTER CALENDAR ITEMS

April

- ◆ Annual Audit approved and distributed to Membership
- ◆ Turf Fertilization
- ◆ Weed Crew work
- ◆ Landscape Corners new color

May

- ◆ Solicit Reserve Proposals

June

- ◆ Solicit Insurance Proposals
- ◆ Turf fertilization
- ◆ Third quarter assessment mailing and newsletter to the membership





ACTION PROPERTY MANAGEMENT NEWS

Action Property Management’s corporate offices are located in Irvine at 2603 Main Street, Suite 500. The mailing address for the quarterly assessment is **MVEA, PO Box 25013, Santa Ana, CA 92799**. If you use an online banking service to pay your quarterly assessment, please make sure that you contact your service and direct them to use this P.O. Box.

Visit the homeowner’s portal, VIVO, <http://www.vivoportal.com>, and check your account balance, request a work order, email your community manager. Owners may sign up for auto payments on the quarterly assessments, or opt in for electronic billing.

Electronic Billing Option

The Mission Viejo Environmental Association through Action Property Management offers an optional electronic billing program; whereby, homeowners who sign up for the service will receive email communication and billing for the quarterly assessments. Owners may pay the assessment in any manner they choose; but would not receive a US Post Office delivered invoice. This quarterly newsletter mailed with the invoice would be sent as a pdf attachment. You may visit the new website, <http://www.vivoportal.com>, and opt in for electronic service.

ACH Payments

Offered for assessment payments is an automatic debit system using an Automated Clearing House (ACH) which will debit or “sweep” the assessment amounts each quarter from your designated bank account and pay your Association’s account with the deposits. There is no charge for this service. It is a no stress way to pay the quarterly assessment. Forms and applications are now available for submission through the new homeowner portal, <http://www.vivoportal.com>.

REMINDERS & GENERAL USE RESTRICTIONS

Trash Containers & Visibility



Trash containers, when not placed on the street for pick up, should not be visible from the sidewalk or to other properties. This means that they should not be stored on the driveway, or in the front/side yard landscape area, or in front of a side yard gate. It also means that they cannot be stored behind a sideyard gate or fence if they can be seen through that gate or open fence material. The mveahoa.com website has an example of a perforated metal “privacy” screen that can be used to help conceal the trash containers and resolve this issue. Located

under the Documents Tab on the homepage, click the drop down Architectural Tab, to see the Privacy Screen for Trash Containers file.

Side Yard Miscellaneous Storage Items

Additionally, and in some cases more importantly, the storage of any miscellaneous items along the side yards should not be visible from the streets or sidewalk. If the side yard is visible to the street and used to store miscellaneous items like, old appliances, work tools, ladders, tires, etc., then the area really needs to be concealed by a fence and a solid or at least a screened gate. Please submit an architectural application prior to any installation of the screen material. Some screening materials like reeds, fabric or plastic are not approved materials.



Mail Boxes



All mail boxes elements, whether they are cluster boxes originally issued by the US Post Office or the shared post and cross bar units that support usually two to four mail boxes, are the maintenance responsibility of the homeowners that are served by them. The Association asks that homeowners look at the condition of your post system and box. Some are the original installation from 30-40 years ago and have far exceeded their life expectancy and are now in dire need of replacement. Even a casual look at some of the aged wooden elements will show how drastically this very visible element downgrades the property’s appearance from the curb and sidewalks. If the post or cross bars are crooked, leaning, or flaked, and if the mail box is faded

and rusted please make arrangements to upgrade as soon as possible. All mail boxes on the same post and cross bar system should be the same color, size and use the same style of address numerals to maintain the uniformity and the aesthetic of the system. This will make a nice Spring improvement project for those properties that need the work done and will improve the curb appeal of the immediate community. If you are repairing or installing the same mailbox system, there is no need to submit and ARC application. If you are deviating from the current system and upgrading to a new structure, you will need to submit and ARC application. A genuine thank you to those homeowners who have recently installed new mail boxes and posts.



ARCHITECTURAL REVIEW AND WRITTEN APPROVAL

The Architectural Review Committee meets on a weekly basis and generally turns the requests around within a week. The most recurring applications are for exterior painting, vinyl window installation, solar panels and re-roofing. Please keep in mind that storage sheds are considered exterior modifications and homeowners need to submit an application and receive approval prior to installation. A major factor in a shed’s approval is its visibility to the street and the neighboring property. If the shed is visible the ARC will generally ask for a concealment plan prior to the approval. A guideline sheet is available on the website for shed installations.

The ARC’s purpose is to maintain the architectural character and visual unity of the community. Mission Viejo city permits are also required for structural, mechanical or electrical engineering.

MANAGER'S MESSAGE



Spring is here! And El Nino has missed Southern California...for now. The snow pack in the Sierras is much higher than in recent years and that is good news. But, water rationing is still a main part of the State's and Water District's conservation program to curtail and conserve water use. The Landscape Committee continues to move forward but is challenged with new plant installations, major renovations and compliance with water reduction in those Increments that use domestic water. The Water Conservation Sub-Committee, empowered by the Board's approval, is working with the Santa Margarita Water District converting three domestic water meters to recycled water in Increments 5 and 2. This is a strong step taken to meet the State requirement of 25% reduction of water against the 2013 use figures.

If you, as a concerned homeowner, have heeded the State's message to reduce your water usage and have elected to turn off landscape irrigation as your response, then your front lawn has most likely turned gray, brown and unsightly. The Association strongly requests that you consider using a rich mulch to keep weeds out and provide a top dressing to show others that you are also mindful that a positive, prideful front yard appearance is still a strong and valuable aesthetic for MVEA homes.

The Board has formally adopted guidelines for artificial turf; but as with any other exterior improvement project, owners must submit and architectural application and receive written approval prior to starting the installation. The guidelines and the architectural application are posted on the Association's website, mveahoa.com. Spring work projects to consider are new mailboxes, posts and side gate concealment screens. If you are considering a sideyard storage shed be aware that approval is required prior to purchase and installation. Good Luck to all!

Stephen Stanton
Community Manager



2016 BOARD OF DIRECTORS

Bill Ernise, President/Treasurer
Gene Rogers, Vice President
Dan O'Connor, Treasurer
Bryan Beardsley, Secretary
Deborah Currie-Teele, Member at Large

INCREMENT DELEGATES

Increment #1

Ms. Peggy Russo

Increment #2

Mr. David Gibson

Increment #3

Ms. Deborah Currie-Teele

Increment #4

Mr. Frank Fossati

Increment #5

Ms. Connie Beardsley

Increment #6

Mr. Gerald (Jerry) Henberger

Increment #7

Ms. Donna Bourassa

Increment #8

Mr. Robert Horn

Increment #10

Mr. Richard Florence