



Mission Viejo Environmental Association

mveahoa.com

Happy New Year 2016

ISSUE #25

# the Neighborhood

MVEA COMMUNITY NEWSLETTER

WINTER 2016

## President's Message

Amazing that the 2015 year is coming to a close already. It has been a busy year for your volunteer Board of Directors, Delegates, and our Committee Members. Managing the 4-year drought continues to challenge the Landscape Committee, the Water Conservation Committee & our landscape vendor, Artistic Maintenance. Maintaining 200 plus acres of slopes, green belts, trees and new plantings with less water is quite an effort; especially, when water saving measures, like Smart Timers, Drip Irrigation, and use of Drought Tolerant plant material, started in earnest for MVEA 6-7 years ago. However, progress is being made in the struggle to comply with the State's mandated 25% water use reduction. Some Common Area slopes have been converted from domestic to re-cycled water. A few additional conversion opportunities are available in 2016. Homeowners should know that the Water Conservation Committee and our Landscape vendor are working in partnership with Santa Margarita Water District on the conversions.



It was encouraging to see plans from so many homeowners intent on improving their homes in 2015. The Architectural Review Committee processed over 200 architectural applications this past year. Please help all of us maintain the integrity of our CC&R's by using the free application process. Many members took advantage of the MVEA Paint Scheme utility on our website and benefitted from the discounts the ARC negotiated with Dunn Edwards & Vista Paints.

In 2016, MVEA will mark its 40th year of incorporation. The Homeowners Association, representing 2892 homes, is the largest HOA in the City of Mission Viejo. It has been my honor & privilege to serve as your President in 2015. The Increment Delegates will be electing two Board Members on January 5. The Board will select Officer Positions after the election.

Have a great Holiday & wonderful New Year!

*Bill Ernisse*



Board Meeting &  
News Items  
PAGE TWO



Reminders  
PAGE THREE

The Drought  
and Front Yard  
Landscape  
PAGE FOUR

## Board Meeting Dates

The Board of Directors 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. 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 first quarter of 2015:

Tuesday, January 5, 6:00 p.m.  
Annual Meeting of Delegates to elect  
Board of Directors  
Thursday, January 21  
Thursday, February 18  
Thursday, March 17

The monthly meeting agenda is 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](http://www.mveahoa.com).

Your community manager is Stephen Stanton available by phone and email at 949-450-0202 ext. 313 and [sstanton@actionlife.com](mailto:sstanton@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

## Delegates Elected

The Increment Delegates were elected in October by ballots of homeowners in the respective Increments. The Delegate term of office starts January 1 and runs through December 31. Congratulations and thank you to these volunteers who perform a valuable service for their community and neighborhoods. The Increment Delegates for 2016 are as follows:

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

The Board welcomes back **Peggy Russo** to the Delegate position in Increment #1; and welcomes **David Gibson** as Delegate in Increment #2. David will be serving his first year as the increment representative. The Delegates are primarily responsible for representing the owners in their Increments during the Annual Election of the Board of Directors and on any other voting issues that come before the membership as a whole. They are also important liaisons between the homeowners and the Board. They represent the interests of their increments and neighborhood communities on Common Area landscape issues as well as the overall condition of the properties. The Association thanks outgoing representatives **Bill Hunt** of Increment #1 and Linda Wilkes from Increment #2. Both these homeowners have volunteered and served their respective communities the past few years.

## TREE TRIMMING

Artistic Maintenance continues with the trimming of the Associations 7,000 plus trees. Increments #7 and #8 are scheduled for January and February 2016. Expectations are they will finish by February's end...weather permitting of course.



## MVEA 1st QUARTER CALENDAR ITEMS

### January

Annual Meeting of Delegates to elect two Board Members  
Board to select and appoint 2016 Officers  
Board to appoint Committee Chairs  
Tree trimming continues  
Common Area Drains inspections and cleanout during winter months

### February

Tree trimming concludes  
Turf and Slope Fertilization  
V Ditches & Common Area Drains cleanout continues

### March

Board reviews and approved 2015 Year End Audit  
Second quarter assessment mailing and newsletter to the Membership



## ANNUAL MEETING OF DELEGATES

*Annual Meeting of the Delegates to Elect Two New Board Members*

The Annual Meeting of the Delegates is scheduled for Tuesday, January 5, 2016, at the Norman P. Murray Center, 24932 Veterans Way, 6:00 p.m. The Increment Delegates will meet to elect two Directors to new two-year terms. The Board will meet immediately after the election to determine who will serve in specific officer positions. The results of the election and the selection of officers will be posted to the Association's website, [mveahoa.com](http://mveahoa.com) after the Annual Meeting.





## ACTION PROPERTY MANAGEMENT NEWS

The Association through Action Property Management offers an optional electronic statement program whereby, homeowners who sign up for this service will receive email communication for their quarterly billing. You may pay the quarterly assessment in any manner you choose; but you would not receive a US Post Office delivered invoice. This quarterly newsletter usually 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 this service.

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.

### ACH Payments

Using an Automated Clearing House system for your quarterly assessment automatically debits or "sweeps" from your designated bank account the amount of your quarterly assessment and deposits it into the Association's account. There is no charge for this service. Forms and applications are now available for submission through the new homeowner portal, <http://www.vivoportal.com>.

### VIVO PORTAL AND HOMEOWNER SERVICE FEATURES

Visit the homeowner's portal, VIVO, <http://www.vivoportal.com>, and check your account balance, submit a work order to the Community Care Department, email your community manager, sign up for auto payments on the quarterly assessment, or opt in for electronic billing.

## REMINDERS & GENERAL USE RESTRICTIONS

### Side Yard Easements

Weather reports for the Winter Season continue to forecast significant rainfall and a prediction of a dramatic "El Nino" season. If you own a property and have been granted a "sidewalk easement" from the lot next door, it is your responsibility to ensure that drainage of the area is intact and irrigation water or rainwater does not accumulate in the area adjacent to your neighbor's exterior house wall.

Now, is the appropriate time to make sure the drainage in this area runs unencumbered to the street and sidewalk area as originally intended. If water does not drain smoothly, please contact a service vendor to clean out that drain line. If you are the owner of the lot that provides the easement, rain gutters and downspouts attached to the eaves of the roof in this side yard area need to be inspected and cleaned of debris to ensure that water is draining into the downspout properly.

Also, please be aware that nothing should be attached to the exterior wall of the property. All landscape material in this area should not encumber or encroach upon the wall.

### Holiday Decorations

The MVEA architectural guidelines provide that all Holiday lighting is permitted through January 30. Please make sure all items and lighting is removed from the property by that time frame.

## ARCHITECTURAL REVIEW AND WRITTEN APPROVAL

"The Architectural Review Committee's general goal is to assure continuity in exterior design, which preserves and improves the appearance of the community." Excerpt from the MVEA Architectural Guidelines.

The Association's Architectural Guidelines are available on the website, [mveahoa.com](http://mveahoa.com) under the Documents tab. The guidelines provide information on the approval process, as well as, architectural standards and acceptable materials. You will find information on acceptable **Fencing and Wall** materials; **Storage Sheds; Signs**; and the appropriate locations for **Satellite Dishes**; and the Association's position on **Playground and Recreational Equipment**.

Although the CC&Rs allow the Association up to 60 days to render a decision on an application, the turn-around time is closer to one week. The Board of Directors does not review architectural submissions; the Board is empowered to appoint an Architectural Review Committee (ARC) to review all applications for any alteration, modification or change to the existing property. A Board Member is designated as the Chair for this Committee.

The ARC is a very dedicated group of volunteers and generally meets on a weekly basis. Depending upon the number of applications that have been submitted, the review process may take a few hours. Within a week of the ARC meeting, Management will generate and mail the approval letters. If the project requires a City permit, like roofing, windows, patio cover, room additions, the approval letter will be required by the City prior to issuing a permit.

In 2015, the ARC reviewed and acted on over 250 applications. A debt of thanks is owed to the volunteers who meet, review, comment and approve all the applications submitted. The committee is committed to a weekly review of all applications so the Association's process is not viewed as a burden or overly cumbersome on the owner and the improvement projects can move forward in a timely manner. Sincere thanks to this special team for the contribution they are making to the MVEA community!

# THE DROUGHT & FRONT YARD LANDSCAPE

In the Spring of 2015, Governor Brown issued mandatory water restrictions for the residents of California. This mandate included requirements to reduce water usage by 25%. "We are in a new era," Brown said. "The idea of your nice little green grass getting lots of water every day, that's going to be a thing of the past."



These restrictions affect all California residents and businesses, including Homeowner Associations. So, the relevant question is this: ***What should the residents of the MVEA community do with respect to the maintenance of their front yard landscape?*** How are you, as an owner in a Homeowners Association, supposed to reconcile this statewide mandate with the CC&R's which state that all owners shall maintain their landscaping in a neat and attractive condition, periodically replacing trees, plants, grass and other vegetation as necessary?

**...the drought is not a license to allow your property and your community to deteriorate in appearance...**

First, please know that the Association, the Management Company and the Board of Directors understand the challenge to both effectively maintain your yard and to be sensitive to the water shortage. Balancing this issue creates difficulties for all Californians. However, the drought is not a license to allow your property and your community to deteriorate in appearance. Weeds need to be removed. Shrubs, plants, bushes or trees that die due to reduced irrigation also need to be removed. While the drought presents challenging and difficult circumstances, there are options that mitigate the negative impact on the appearance of our community.

All owners are still obligated to maintain their yards. This can be achieved by reducing water usage in other areas of the home and/or using timers and irrigation controllers to most effectively use water in your yard. Some owners may elect to submit an architectural application and make changes to front yard landscape by incorporating more drought-resistant plant options. MVEA continues to approve more and more architectural applications requesting the use of synthetic turf as a viable alternative to grass in front yards. Driving through the community you will see more and more properties moving into these low maintenance and low water alternatives. If you would like to discuss the process of front yard landscape changes, please contact the Community Manager to ensure that you take the proper steps to get the approval from the Association prior to starting the project and making the changes. The Architectural Review Committee is committed to making the process as quick and easy as possible to help you make these adjustments.



## 2015 BOARD OF DIRECTORS /OFFICERS

**Bill Ernisse, President/Treasurer**  
**Gene Rogers, Vice President**  
**Dan O'Connor, Asst. 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**

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