



# the Neighborhood

ISSUE #37

MVEA COMMUNITY NEWSLETTER

SUMMER 2019



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## President's Message

### Welcome Summer!

**Trivia question.** In past issues we discussed the number of homes and trees in our association but do we ever mention the square footage of our highly used pathways? Last month we started to repair broken asphalt and concrete on our paths. This will be followed by adding a slurry seal to our 132,480 square feet (or 3 miles) of pathways. This is part of the Asphalt Pathways Reconditioning Project that the association undertakes every 3-4 years. Each year we set aside funds in a reserve account to fully fund this effort. After obtaining six bids we selected Vern Perry Asphalt Paving Inc.. The landscape team see these paths on our scheduled inspections. We've noticed that several areas were in very poor condition. Beyond improving the appearance of our many paths we need to consider homeowner safety as some have potholes and large cracks.



**CC&R changes.** At our Board meeting the topic of short term rentals has been discussed. The CC&R's Committee has just completed the Fifth Edition which has been modified to address this issue. Without covering the entire added text, that is extensive, let me address a few points on "residential use."

**Note:** Every homeowner can access the CC&Rs and By-Laws on the association web site. [www.mveahoa.com](http://www.mveahoa.com)

"Written agreement. An owner renting any portion of his or her residential lot shall do so pursuant to a written lease or rental agreement. The lease or rental agreement shall expressly provide:

- (a) For an initial term of at least thirty (30) days
- (c) No subletting. No subletting shall be permitted.
- (g) No transient rental. No owner shall be permitted to lease, rent, or otherwise operate his or her residential lot for transient or hotel purposes, which shall include, but is not limited to, rental for any period less than thirty (30) days.
- (j) Indemnification Regarding Tenants Actions. Each owner leasing or renting a Residential lot shall be strictly responsible and liable to the Master Association for any actions of Owner's tenants ...."

In the last issue I mentioned a pending increase in charges from the Santa Margarita Water District. Dan Ferons, their General Manager, provided a presentation at the last meeting after which he said the proposed rate increase and implementation has not been cast in stone. A future newsletter will provide their final rate information that will impact next year's budget.

**Larry Gilbert**, MVEA President

# REMINDERS & GENERAL USE RESTRICTIONS

## Exterior Painting

Given the age of the community we have found that a number of homes are in need of painting. Please keep in mind before you start repainting the exterior surface of your home that you are required to submit an Architectural Application and receive written approval from the association first. Please do not start painting until you receive written permission from the association. You are encouraged to log on to the community website ([www.MVEAHOA.com](http://www.MVEAHOA.com)) to view a list of all the pre-approved paint colors before filling out the required Architectural Application. Once your application is complete please send it over to Action Property Management for processing. You can email your application to [managerassistantsoc@actionlife.com](mailto:managerassistantsoc@actionlife.com) or fax it to 949-450-0303.

## Trash Can Enforcement

Please don't forget that trash cans must be stored out of sight when not being serviced. Which means you must store your trash cans behind your fence/gate, in your garage or rear yard so they are not visible from the street or common areas following the scheduled service pickup. Thank you for your anticipated cooperation.

## Rear Wall & Fence Replacement

It has come to Management's attention that several homes throughout the community are in need of fence or wall replacement. Please keep in mind before replacing your fence that you are required to submit for architectural review and decision prior to moving forward with installation. Vinyl fence is permitted as long as you receive written approval from the association first. Please refer to page 8 section C "Fences" in the Architectural Guidelines prior to submitting. If you are planning on replacing your rear/side yard slumpstone property wall please be sure to use the "Mission" color stone when constructing the new wall. The following fence material is not permitted:

- **Metal or plastic chain link**
- **Pastic or fiberglass panels**
- **Woven benderboard**
- **Sheet metal**
- **Chicken wire**
- **Plastic webbing, reeded or straw-like material**
- **Wood grapestake**

## Common Area Irrigation

The most frequently reported issue to Management from Homeowners is regarding irrigation issues. The best way to report leaky valves or broken sprinkler heads is to call Community Care at **949-450-0202**, and report the item directly or email [CCGeneral@actionlife.com](mailto:CCGeneral@actionlife.com). Phone calls or emails notifying the Community Manager of the problem will delay the response time. The Community Care representative is trained to create the work order immediately and ensure the vendor is contacted to correct and repair the problem. MVEA's landscape vendor, Artistic Maintenance, has two full time irrigators onsite; and in most instances they are able to correct the problem within 24 hours.

While management and the landscape vendor are constantly on the alert for trouble in the irrigation system, many eyes are better than just a few. The irrigation system is generally set to run during the evening and early morning hours. If you observe the system on during the day, it is likely because the system is being tested and inspected or a newly planted landscape material is getting additional water to promote growth.

If the observation is after regular working hours or on weekends, both Action Property Management and the landscape vendor, Artistic Maintenance, have procedures for getting the information to an after-hours "on call" representative who can address the problem. Call the Action line **949-450-0202** and follow the instructions for placing an emergency call.

## THANK YOU AND GOODBYE TO LARRY GILBERT

Mr. Larry Gilbert will be leaving the MVEA Board of Directors on June 26, 2019. Mr. Gilbert submitted his written resignation on May 28, 2019. Mr. Gilbert served as Board President from January- June 2019. He also served on the Architectural Committee, Contract Review Committee and Budget Committee. For your service and leadership, a sincere thank you to Larry for giving back to the MVEA Community!

## ARCHITECTURAL REVIEW AND APPROVAL PROCESS

The ARC's purpose is to maintain the architectural character and visual unity of the community. Mission Viejo city permits are required for any structural and gas/electrical engineering projects. It's the homeowner's responsibility to comply with all setback requirements of the City of Mission Viejo when designing their improvement plans.

The Architectural Review Committee usually meets on a weekly basis and generally turns applications around within a few days. A partial list of items that require architectural applications are exterior painting, artificial turf installation, landscape or hardscape renovations, vinyl window installation, solar panels and re-roofing, pools and driveway expansions. Please keep in mind that storage sheds are considered exterior modifications and homeowners are required to submit an application and receive approval prior to the project or installation.





## ACTION PROPERTY MANAGEMENT NEWS

Action Property Management's corporate offices are located in Irvine at 2603 Main Street, Suite 500. The phone number is 949-450-0202 and 1-800-440-2284. **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 PO Box.

### Electronic Statement Option

The Mission Viejo Environmental Association through Action Property Management offers an optional electronic statement program. Homeowners may sign up for the service and receive electronic mailing of their quarterly assessments. Owners may pay the assessment in any manner they choose; but would not receive a US Post Office delivered invoice. You may visit the new website, [resident.actionlife.com](http://resident.actionlife.com) and opt in for electronic service.



## MVEA COMMITTEES & CHAIRS

During their January meeting, the Board of Directors appointed chairs and volunteers to fill the Association's Committees for 2019. The governing documents provide for two standing committees the Architectural Review Committee and the Landscape Committee. During past years the Board has established and chartered other committees to assist with the work of the Association.



The **Architectural Committee** meets on a monthly basis to review and approve all submissions for exterior lot improvements. Board Member, Kerry Russell, agreed to chair the committee. Assisting as volunteer members are Deborah Currie and Peggy Russo.

Board Member, Joe Tully, agreed to chair the 2019 **Landscape Committee**. The Committee meets regularly to inspect the slopes and greenbelts and review any homeowner Common Area landscape requests. They approve all landscape plant installations and manage a budget of almost \$200,000. Assisting as member volunteers are Peggy Russo and Deborah Currie.

The **Water Conservation Subcommittee** established in 2008 meets monthly with Artistic Maintenance, the Association's landscape vendor, to review MVEA's 92 water bills and all irrigation related expenditures. The WCSC makes recommendations to the Board on water savings techniques and technology. Frank Fossati chairs the Committee. Assisting as member volunteers are Nathan Adams, David Collins, Daniel O'Connor and Joe Tully.

The **Contract Review Committee** is chaired by Board Member, Donna Bourassa. The Committee reviews annual contracts with the Management Company and Landscape as directed by the Board. Assisting as member volunteers are Connie Beardsley, Leslie Danielson, Richard Florence, Frank Fossati, Kerry Russell and Peggy Russo.

The **Budget and Finance Committee** chaired by Treasurer, Donna Bourassa, meets in September to review the Reserve Study and Management's draft budget. They make budget and allocation recommendations to the Board of Directors for the upcoming Fiscal Year. Assisting as member volunteers are Matt Doretti and Frank Fossati.

The **CC&R's Review Committee** Frank Fossati continues to chair the committee this year to finish the work started in 2017 and to review and make recommendations for potential changes to the governing documents. Assisting as member volunteers are Donna Bourassa, Debra Currie, Richard Florence, Robert Horn, Peggy Russo and Joe Tully.

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 the homeowners. A sincere thank you to all those who volunteer to work on these Committees. If you are interested in serving on one of the Committee's above please take a moment to fill out the Committee Volunteer Form for Board review and consideration. Please contact Action Property Management to request a copy of this form.

# MVEA BOARD MEETING & NEWS ITEMS

The Board of Directors meetings are 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. The list of meeting dates for the second quarter of 2019 are:

**Thursday, July 18th**  
**Thursday, August 15th**  
**Thursday, September 19th**

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 is the designated place for posting all general notices to the Membership as required by the Davis-Stirling Act. The agenda is also posted on the MVEA website, [www.mveahoa.com](http://www.mveahoa.com). If a meeting is cancelled advanced notification will be posted on the community website and the community bulletin board.

If you have any questions or concerns please do not hesitate to contact Community Manager, Tiffany Kaldenbach by phone at 949-450-0202 and email, [tkaldenbach@actionlife.com](mailto:tkaldenbach@actionlife.com). The Manager's Assistant and administrative support team is led by Rebekah Drake at ext. 2202 and email address, [Managerassistantsoc@actionlife.com](mailto:Managerassistantsoc@actionlife.com). Any official communication from members should be sent to Tiffany Kaldenbach, Action Property Management, 2603 Main Street, Ste. 500, Irvine, CA 92614.



## 2019 BOARD OF DIRECTORS

**President, vacant**  
**Joe Tully, Vice President**  
**Donna Bourassa, Treasurer**  
**Matt Doretti, Secretary**  
**Kerry Russell, Member at Large**



## INCREMENT DELEGATES

**Increment #1**  
**Peggy Russo**

**Increment #2**  
**Shannon McClure**

**Increment #3**  
**Deborah Currie**

**Increment #4**  
**Frank Fossati**

**Increment #5**  
**Connie Beardsley**

**Increment #6**  
**Gerald (Jerry) Henberger**

**Increment #7**  
**Donna Bourassa**

**Increment #8**  
**Robert Horn**

**Increment #10**  
**Richard Florence**