



Mission Viejo Environmental Association
mveahoa.com

the Neighborhood

ISSUE #42

MVEA COMMUNITY NEWSLETTER

SUMMER 2020



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2nd Quarter Home & Garden Award Winners

The 2nd Quarter "Home & Garden" award winners are listed below. The association would like to continue to show their appreciation to all those who go the extra mile to keep their home and gardens looking the absolute best. The 3rd Quarter award winners will be selected by the Board on July 16, 2020 during the General Session Meeting.



- Increment #1- 23482 Ancia Lane
- Increment #2- 21992 Camalote
- Increment #3- 23235 Via Guadix
- Increment #4- 23002 Cecelia
- Increment #5A- 22802 Orellana
- Increment #5B- 27675 Alarcon
- Increment #6- 21776 Alvarez
- Increment #7- 22651 Puntal Lana
- Increment #8- 21742 Herencia
- Increment #10- 27456 Esquina



Free Shred Event- City of Mission Viejo

The next free Document Shredding Event is scheduled for September 12 at Mission Viejo City Hall. Originally set for May 30, the rescheduled event will take place from 9 am to 11 am in the parking lot at 200 Civic Center Drive. The City and Waste Management host these free shredding events to help residents and businesses safely and securely dispose of sensitive documents like tax records, bank statements and legal documents. Folks can bring up to five bags or boxes of sensitive materials to drop off for immediate shredding. Binders and notebooks will not be accepted. For more information, contact greenmv@cityofmissionviejo.org.

MVEA COMMITTEES & CHAIRS

During the January meeting, the Board of Directors appointed chairs and volunteers to fill the Association's Committees for 2020. 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** usually meets on a bi-weekly basis to review and approve all submissions for exterior lot improvements. Board Member, Leslie Danielson, agreed to chair the committee. Assisting as volunteer members are Robert Horn and Deborah Currie. Peggy Russo is the appointed alternate.

Board Member, Donna Bourassa, agreed to chair the 2020 **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 Gene Rogers. Deborah Currie is the appointed alternate.

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 Landscape Committee and Board on water savings techniques and technology. Frank Fossati chairs the Committee. Assisting as member volunteers are Nathan Adams, Beckie Brown and Joe Tully.

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

The **Budget and Finance Committee** chaired by Treasurer, Matt Doretti, 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 Frank Fossati 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.



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 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, patio covers, 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 placing the temporary structure in your yard.



REMINDERS & GENERAL USE RESTRICTIONS



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. 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 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.

Drainage Reminder

As a courtesy reminder please refrain from disposing of any unwanted dirt or landscape debris from your rear yard onto the common area slopes behind your home. Per the CC&R's, Article III section 9, "No Owner or Member shall alter the flow of drainage from Common Areas, Association Property or Slope Maintenance Areas without Association Board of Directors approval". Any members found to have made unapproved alterations or damages will be held liable.

Trash Can Enforcement

Please don't forget that trash cans must be stored out of sight when not being serviced. This 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**

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 even if you plan on using the existing paint colors. 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) 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 or fax it to 949-450-0303.

MVEA BOARD MEETING & NEWS ITEMS

The Board of Directors meetings are on the third Thursday of every month at 7:00 p.m. at the Norman P. Murray Center, 24932 Veterans Way, in Mission Viejo. Due to the COVID-19 pandemic, General Session Meetings are currently being held via teleconference or ZOOM. Meeting times are subject to change. Please check the MVEA website for frequent updates. Homeowner Forum is scheduled at the beginning and end of every meeting. Homeowners may address the Board on any Association related topic during Open Forum. Below is a list of upcoming meeting dates:

Thursday, June 18th
Thursday, July 16th
Thursday, Aug 20th

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 #5a 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 and Resident Portal. 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 or email, 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. Any official communication from members should be sent to Tiffany Kaldenbach, Action Property Management, 2603 Main Street, Ste. 500, Irvine, CA 92614.



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; if you choose to sign up for electronic statements you will no longer receive a US Post Office delivered invoice. You may visit the new website, resident.actionlife.com and opt in for electronic service.



2020 BOARD OF DIRECTORS

President- Donna Bourassa

**Vice President- Leslie
Danielson**

Treasurer - Matt Doretti

Secretary - Peggy Russo

Director at Large - Vacant



INCREMENT DELEGATES

**Increment #1
Peggy Russo**

**Increment #2
Nicole Bliss**

**Increment #3
Deborah Currie**

**Increment #4
Frank Fossati**

**Increment #5a
Connie Beardsley**

**Increment #5b
Lamis Saway**

**Increment #6
Stephanie Yamoto**

**Increment #7
Donna Bourassa**

**Increment #8
Robert Horn**

**Increment #10
Richard Florence**