

MVEA Newsletter for January-March 2021

Date 12/2/20

To: Mike Pierson

From: Tiffany Kaldenbach

* All articles have been updated to reflect current information. Please copy and paste the articles below.

* Please remove Board Member photo

* Please make sure the newsletter is one page, double sided black and white

* Three Home and Garden Award Winner Photos to attach next to the Article

REMINDERS & GENERAL USE RESTRICTIONS

Holiday Lighting & Decorations

Holiday lighting and decorations are permitted without ARC approval from November 1st through January 31st only. Please make sure all holiday decor is removed from the property by January 31st.

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 are 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.

ACTION PROPERTY MANAGEMENT

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.

MVEA BOARD MEETING & NEWS ITEMS

The Board of Directors meetings are typically held 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, the Board Meeting is being held via ZOOM. Meeting times/dates 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, January 21st

Thursday, February 18th

Thursday, March 18th

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.

Pro Forma 2021 Budget & Annual Policy Statement

The 2021 Budget was distributed to homeowners along with the required Annual Policy Statement. The Annual Policy Statement is a compilation of disclosures and documents including: the current Reserve Fund Summary; the Association's Fine Schedule; Summary of the Architectural Review policy; and miscellaneous other disclosures that are required by State law to be distributed to all homeowners annually. Don't forget to make the necessary changes to your online bill pay to reflect the new quarterly assessment amount for 2021.

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 and opt in for electronic service.

Annual Meeting of the Delegates to Elect Four Board Members

The Annual Meeting of the Delegates is scheduled for Thursday, January 7, 2021, at the Norman P. Murray Center, 24932 Veterans Way, 5:00 p.m. The meeting location is subject to change due to the COVID pandemic. If the location changes notice will be posted on the associations website. The Increment Delegates will meet to elect three Directors for a two-year term and one Director for a one-year term. Currently there are three candidates running. The Board will meet on January 21, 2021 to determine who will serve in which specific officer position. The results of the election will be posted to the Association's website, mveahoa.com and the Antela/Lovios bulletin board after the Annual Meeting.

2021 Delegates Elected in October 2020

The Increment Delegates were elected in October 2020 by ballots of homeowners in their respective Increments. The Delegate term of office starts January 1st and runs through December 31st. Congratulations and thank you to all you volunteers who perform a valuable service for the community and your neighborhood. The 2021 Increment Delegates are as follows:

Increment #1, Peggy Russo
Increment #2, Nicole Bliss
Increment #3, Deborah Currie
Increment #4, Frank Fossati
Increment #5a, Leslie Danielson
Increment #7, Donna Bourassa
Increment #8, Robert Horn
Increment #10, Richard Florence

Increments# 5b and Increment #6 are undergoing a second election on December 17, 2020 in an attempt to elect their increment delegate. Once a delegate has been elected, notice will be posted on the association's website.

The Association welcomes Leslie Danielson to the Delegate position in Increment #5a. Leslie will be serving her first year as the Increment representative. The Delegates are primarily responsible for representing the owners in their Increments and voting at the Annual Election of the Board of Directors and on any other voting issues that come before the membership as a whole. Delegates are also important liaisons between the homeowners and the Board. They may also represent their neighborhood communities on Common Area landscape issues as well as the overall condition of the properties. The Association thanks all these volunteers for representing their communities.

ANNUAL NOTICE OF ADDRESS, REPRESENTATIVE AND RENTAL STATUS

If you use an offsite address, including a PO Box, as a mailing address for MVEA mail such as quarterly assessments, audits, budget and annual reports, letters, special notices, it is especially important to comply with Civil Code 4041. **If the owner fails to provide written notice to the association on an annual basis the last known address provided by the owner in writing, or, if none, the property address shall be deemed to be the address to which notices are to be delivered.** The Civil Code requirement provides all owners will annually notify their Association of the following:

- Their address or addresses to which notices from the Association are to be delivered.
- Any alternate or secondary address to which notices from the Association are to be delivered.
- The name and address of your legal representative, if any, including any person with power of attorney, or other person who can be contacted in the event of your extended absence.
- Whether the separate interest is owner-occupied, is rented out, if the parcel is developed but vacant, or if the parcel is undeveloped land.

While this is not a major consideration for owners who reside at the property and want their mail to continue to be sent to that address; it will certainly be a troubling problem if an offsite owner moves and fails to notify Management of their new mailing address and stops receiving quarterly assessment notices, late notices, fees and liens for nonpayment. This is not an Action Property Management requirement or a Mission Viejo Environmental Association requirement; it is a Civil Code requirement effective January 1, 2018 by the State of California.

Homeowners are now able to use the resident.actionlife.com site and complete the form to comply with the requirement. If you are not registered, please go to the site and register. You will need to know your 12-digit account number. If you are uncertain of the account number, call or Community Care at **(949) 450- 0202**, or email CCGeneral@actionlife.com.

4th Quarter Home & Garden Award Winners

The 4th Quarter “Home & Garden” award winners are listed below. The association would like to show their appreciation to all those who go the extra mile to keep their home and gardens looking the absolute best.

Increment #1- 23542 Saint Elena

Increment #2- 22491 Atomo

Increment #3- 23182 Abeto
Increment #4- 22966 Luciana
Increment #5A- 27401 Valderas
Increment #5B- 27136 Soledad
Increment #6- 22012 Calderas
Increment #7- 22791 Tindaya
Increment #8- 21931 Palanca
Increment #10- 27472 Esquina

