

MARINA HILLS PLANNED COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
GENERAL SESSION – March 11, 2009

BOARD OF DIRECTORS PRESENT: Loretta Pierce
Chuck Johnston
Vito Ferrante
Jeff Taylor

BOARD OF DIRECTORS ABSENT: Jim Sabatello

MANAGEMENT REPRESENTATIVE: Kim Hockings
Keystone Pacific Property Management,
Inc.

ISSUES DISCUSSED IN THE MARCH 11, 2009 EXECUTIVE SESSION MEETING

The following items were discussed during the March 11, 2009 Executive Session meeting:

- A. Executive Session minutes from the February 11, 2009 meeting were approved.
- B. Delinquent accounts.
- C. Legal matters.
- D. Homeowner late charges/collection fees reversal request.
- E. Homeowner reimbursement of overdraft fees on checking account request.

CALL TO ORDER

The General Session meeting of the Marina Hills Planned Community Association Board of Directors was called to order by Board President, Loretta Pierce at 6:05 P.M. at the Marina Hills Clubhouse, 31461 Parc Vista in Laguna Niguel, California.

LANDSCAPE REPORT

Amy Crapo from Villa Park Landscape was present and reported the following:

Maintenance Items:

- Color was installed at the recreation center and Marina Hills Drive focal corners.
- Slopes on Mercato and Killini were detailed.
- Focal corners throughout the property were detailed.
- Renovation of the ten slope areas has been completed.
- The Roses were sprayed and fertilized.
- Turf will be fertilized the last week in April.

Tree Trimming:

- All work orders for tree trimming are current.
- Most of the work orders were to trim large Eucalyptus trees.
- Brazilian Peppers on Killini were trimmed.
- Our schedule includes Tristanias, Pepper and Coral trees during the next two months.
- Trees are only thinned and laced. Topping is not permitted.

Irrigation Items:

- All the slopes that were not renovated and do not have new plant material will be off for the next few weeks or more due to the rains.
- The irrigation system is working properly and communicating.
- No vandalism was reported this month and no major leaks were repaired.
- Drip system was installed to the Ligustrum hedge on Valle Vista.

DELEGATE REPORTS

Harvey Holden, Monaco – Not present.

George Webster, Bel Fiore – Not present.

Manny Piceno, Terracina – Not present.

Andrew Kienle, Vistara – Not present.

Larry Buss, Chandon – Not Present.

Gaby Buscher, Amarante – Present. No report.

Calvin Stewert, Siena – Present. Cal Stewart informed the Board that Villa Park Landscape did a good job on trimming the trees on the fire access road.

Carol Albert, Cabo Del Mar – Not present.

Morris Passwater, Encore – Present. Morris Passwater stated that on the left side of the entrance to Encore, there is a 10-15 ft. wide area of dead Myroporum. Management explained that she will obtain a proposal from Villa Park Landscape to remove the deal Myroporum and replace it with different plant material.

Richard Butler, Palacio – Not present.

Hector Rodriguez, The Heights – Not present.

COMMITTEE REPORTS

- A. Landscape – No report.
- B. Architectural – No report.
- C. Tennis – No report.

OFFICER REPORTS

- A. President – No report.
- B. Vice President – No report.
- C. Treasurer – Jeff Taylor stated that the Association's accounts are in balance and the Association is in a financially sound position.
- D. Secretary – No report.
- E. Member at Large – No report.

HOMEOWNER FORUM

A couple homeowners were present to observe the meeting.

CONSENT CALENDAR

A motion was made, seconded and carried to approve the following items from the consent calendar, without further discussion:

- A. **Approval of February 11, 2009 General Session Meeting Minutes/Architectural Report from 1/10/09 – 2/10/09 – RESOLVED**, to ratify the action taken and approve the minutes taken by Management from the February 11, 2009 General Session Board Meeting and the Architectural Report from 1/10/09-2/10/09.
- B. **Financial Statement – RESOLVED**, to accept the January 31, 2009 financial statement as submitted by Keystone Pacific Property Management, Inc.
- C. **Maturing CDs – RESOLVED** to allow Jeff Russell from Merrill Lynch to roll over the 4 reserve CDs that mature in March for the same terms at the highest interest rates possible in order to keep the CDs staggered and open one additional operating CD in the amount of \$50,000.00.
- D. **Delinquent Account – APN #933-27-152 – RESOLVED** to place a lien on account APN #933-27-152 that has a balance of \$521.21.
- E. **Delinquent Account – APN #653-601-10 – RESOLVED** to place a lien on account APN #653-601-10 that has a balance of \$399.21.
- F. **Delinquent Account – APN #933-27-198 – RESOLVED** to place a lien on account APN #933-27-198 that has a balance of \$863.63.

- G. **Draft Audit – RESOLVED** to approve the draft audit that was prepared by Robert A. Owens, C.P.A. for the year ended December 31, 2008.
- H. **Landscape Proposals From February Landscape Drive - RESOLVED**, to approve the 3 proposals from Villa Park Landscape to remove 3 Acacia trees and install plant material on the side and towards the back of 2 Via Vetti for a cost of \$1,792.50, remove 1 large Cypress tree that is a volunteer behind 95 Siena for a cost of \$425.00 and remove 3 Pine trees that are leaning on the turf area along Marina Hills Drive between Parc Vista East corner to St. Germain for a cost of \$525.00, totaling \$2,742.50.
- I. **Landscape Proposal for Slope Along Valle Vista – RESOLVED**, to approve the proposal from Villa Park Landscape to replace the dead Myroporum that was recently removed from the slope along Valle Vista across from Turano, Milos, Amarante and at the corner of Sorbonne/Coursan to Valle Vista for a cost of \$8,455.50.

A motion was made, seconded and carried to approve the following items from the consent calendar, with further discussion:

- A. **Mailbox Committee Charter** – A motion was made, seconded and carried to approve the draft mailbox committee charter subject to revising item #4 so it states, “Appointment of Chairman: The Board of Directors shall collectively appoint one member to serve as Chairman of the MHMC. The Chairman shall be appointed for a term of 90 days and a report is to be submitted by the chairman to the Board of Directors within 90 days.”
Motion carried 4/0.

OLD/NEW BUSINESS

- A. **Additional New Pre-Approved Paint Color Schemes** - A motion was made, seconded and carried to table this item and have Greg Gill from the Architectural Committee search out designers that he would like to work with regarding updating the pre-approved paint color schemes and have a designer forward a proposal to Management for their services that can be reviewed by the Board. Motion carried 4/0.
- B. **Site Wide Proposals to Repair Stucco Block Walls** – A motion was made, seconded and carried to table this item so Management can obtain a revised proposal from So Cal Coatings for the major stucco block wall repairs seeing as the scope of work should be revised per Grant Davis. Motion carried 4/0.
- C. **Cleaning Furniture in Clubhouse**– A motion was made, seconded and carried to approve the proposal from Aqua Pure to clean the furniture inside the clubhouse for a cost of \$650.00. Motion carried 4/0.

- D. **Repair of Cobblestones on Medians Along Marina Hills Drive** – A motion was made, seconded and carried to approve the proposal from So Cal Coatings to repair 10 sections of cobblestones on the medians along Marina Hills Drive for a cost of \$5,970.00 and approve the proposal from Villa Park Landscape to remove the tree roots and install root barriers where necessary so the cobblestones won't lift in the future in 8 locations for a cost of \$4,500.00 totaling \$10,470.00. Motion carried 4/0.

Chuck Johnston left at 6:20 P.M.

- E. **Board Meeting Date Change – Financial Statements** – A motion was made, seconded and carried to change the date of the Board meetings beginning in May to the 4th Wednesday of every month so that the financial statements relate to more current time. Motion carried 3/0.
- F. **4th of July Carnival** – A motion was made, seconded and carried to table discussion of allowing vendors to sell crafts inside the clubhouse during the 4th of July carnival this year. Motion carried 3/0.
- G. **Homeowner Request – Cleaning of Gutters** – A motion was made, seconded and carried to deny the request from Stan Denn, homeowner at 10 Vienna for the Association to clean his gutters because it is the homeowner's maintenance responsibility to clean out his gutters and all homeowners have the same problem with leaves/pine needles dropping into their gutters. Motion carried 3/0.
- I. **Painting Specific Items on Homes** – A motion was made, seconded and carried to have Management contact Mike & Carla Higgins, homeowners at 3 Cala Moreya and Jeanne Nelson, homeowner at 13 Killini and explain that if they are only submitting to paint a portion of their homes such as the garage doors or painting the stucco and trim to match the existing color, they need to submit paint chips with their applications so they can be reviewed by the Architectural Committee. Motion carried 3/0.
- J. **Painting of Front Doors/Garage Doors and Flexibility on Painting** – A motion was made, seconded and carried to have Greg Gill discuss painting of front doors, garage doors, etc. with the designer when he meets with him/her to come up ideas of what would look good in the community. Motion carried 3/0.
- K. **Heating Pool – Solar Panels** – A motion was made, seconded and carried to have Jeff Taylor contact the company that he is familiar with regarding the possibility of installing solar panels at the pool and report back to the Board. Motion carried 3/0.
- L. **District Delegate System** – A motion was made, seconded and carried to send out a ballot with the Annual Election of the Board of Directors ballot in August for the homeowners to vote on revising the governing documents so the District Delegates don't have to hold elections and can work as volunteers for the Association. Motion carried 3/0.
- M. **Association Wish List** – No items were added to the wish list.

HEARINGS - A motion was made, seconded and carried to have Management follow the violation policy for the addresses below that are not in compliance:

- | | |
|-------------|--|
| 14 Mercato | Failure to paint pop outs on house the approved color – homeowner has not complied; therefore a fine will be assessed to their account. |
| 16 Mercato | Failure to paint pop outs on house the approved color – homeowner has not complied; therefore a fine will be assessed to their account. |
| 20 Amarante | Failure to remove the bb hoop that is being stored on sidewalk or street – homeowner has complied. |
| 5 Bergamo | Failure to paint the common area walls/pilasters back to the original color – homeowner attended the hearing and asked the Board to reconsider his request to not have paint the walls/pilasters back to the original color. Board denied the homeowner’s request. |
| 6 Corsica | Failure to remove patio furniture/umbrella from front yard when not in use – homeowner has not complied and will be called to a hearing in front of the Board in April. |
| 15 Siros | Failure to remove bb hoop that is being stored on sidewalk or street – homeowner has complied. |

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 8:30 P.M.

APPROVED: _____



DATE: _____

4-8-09