

MARINA HILLS PLANNED COMMUNITY ASSOCIATION  
BOARD OF DIRECTORS MEETING MINUTES  
GENERAL SESSION – April 8, 2009

**BOARD OF DIRECTORS PRESENT:** Chuck Johnston  
Vito Ferrante  
Jim Sabatello

**BOARD OF DIRECTORS ABSENT:** Loretta Pierce  
Jim Sabatello

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

**ISSUES DISCUSSED IN THE APRIL 8, 2009 EXECUTIVE SESSION MEETING**

The following items were discussed during the April 8, 2009 Executive Session meeting:

- A. Executive Session minutes from the March 11, 2009 meeting were approved.
- B. Delinquent account.
- C. Legal matters.
- D. Architectural violation matter.
- E. Homeowner violation requests.
- F. Homeowner fine reversal request.
- G. Hearings.

**CALL TO ORDER**

The General Session meeting of the Marina Hills Planned Community Association Board of Directors was called to order by Board Vice President, Chuck Johnston 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 installed at the focal corners and recreation center.
- Slope on Valle Vista were detailed and planted.
- Center island along Marina Hills Drive was cleaned and detailed.
- Slope below Mikro along Stiges was detailed.
- Slopes on Denia, Chaminox, Siena and Calella were detailed.
- Weeds on the sidewalks throughout the property were sprayed.

Tree Trimming:

- Our schedule includes Tristanias and Eucalyptus, which most of them are work order due to view issues.
- We are still on a two week schedule, any new work order will be completed within two weeks.
- No topping policy is strictly enforced.

Irrigation Items:

- One major leak was repaired on Brindisi.
- Three new irrigation valves were installed.
- Central system is working properly and some satellite controllers will need minor repairs. About 75% of the slopes are back on.
- No vandalism was reported.
- Water was kept to a minimum during the rains.

**DELEGATE REPORTS**

Harvey Holden, Monaco – Present. Harvey Holden stated the Board should look into what it would take to eliminate having to elect the District Delegates and just have District Delegates be volunteer positions. Mr. Holden said Dr. Smoot would be informing the Board why she should be able to keep her decorative bench in her front yard. Mr. Holden thinks that delegates should be able to inform Management of any violation and shouldn't have to obtain other written complaints for items such as garage doors being left open.

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 – Not present.

Carol Albert, Cabo Del Mar – Not present.

Morris Passwater, Encore – Present. Morris Passwater informed the Board that the landscape near Encore's entrance still looks bad. Management explained that Villa Park Landscape will be providing a proposal to renovate this area and the Board will review it at their May meeting.

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 – No report.
- D. Secretary – No report.
- E. Member at Large – No report.

### HOMEOWNER FORUM

A couple homeowners were present to discuss letters that they received regarding decorative benches in their front yards.

### CONSENT CALENDAR

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

- A. **Approval of March 11, 2009 General Session Meeting Minutes/Architectural Report from 2/10/09 – 3/10/09 – RESOLVED**, to ratify the action taken and approve the minutes taken by Management from the March 11, 2009 General Session Board Meeting and the Architectural Report from 2/10/09-3/10/09.
- B. **Financial Statement – RESOLVED**, to accept the February 28, 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 reserve CD that matures on 4/24/09 in the amount of \$95,000.00 for the same term at the highest interest rate possible in order to keep the CDs staggered.
- D. **Delinquent Account – APN #653-251-14 – RESOLVED** to place a lien on account APN #653-251-14 that has a balance of \$379.21.
- E. **Delinquent Account – APN #933-27-126 – RESOLVED** to place a lien on account APN #933-27-126 that has a balance of \$399.21.
- F. **Delinquent Account – APN #933-27-147 – RESOLVED** to place a lien on account APN #933-27-147 that has a balance of \$1,008.46.

- G. **Delinquent Account – APN #653-531-08 – RESOLVED** to place a lien on account APN #653-531-08 that has a balance of \$301.49.
- H. **Landscape Proposal From March Landscape Drive - RESOLVED**, to approve the proposal from Villa Park Landscape for the items from the March landscape drive for a cost of \$2,127.50.
- I. **Landscape Proposal for Corner of Marina Hills Drive/Tropea – RESOLVED**, to approve the proposal from Villa Park Landscape to remove and replace the dead Myroporum and shrubs on the corner of Marina Hills Drive/Tropea for a cost of \$13,907.50.
- J. **Date for Annual Election of District Delegates/Record Date/Inspector(s) of Election – RESOLVED**, to hold the Annual Election of the District Delegate on Tuesday, June 23, 2009, set the record date for May 8, 2009 and appoint one or three residents that attend the Annual Election of the District Delegates on June 23, 2009 or appoint Management as the inspector of election/ballot custodian who will be present at the Annual Election of the District Delegates.
- K. **Date for Annual Election of the Board of Directors/Nominating Committee/Record Date/Inspector(s) of Election for the Annual Election of the Board of Directors – RESOLVED**, to hold the Annual Election of the Board of Directors on Tuesday, August 25, 2009, appoint Chuck Johnston as the chairperson on the nominating committee and Jeff Taylor as the rest of the committee, set the record date for July 9, 2009 and appoint one or three residents that attend the Annual Election of the Board of Directors on August 25, 2009 or appoint Management as the inspector of election/ballot custodian who will be present at the Annual Election of the Board of Directors.

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

- A. **Reserve Study Proposals** – A motion was made, seconded and carried to have Management ask ARS if they will match RDA's price of \$1,225.00 to update the Association's reserve study without a site inspection. If not, a motion was made, seconded and carried to approved ARS to prepare the reserve study for a cost not to exceed \$1,300.00 or have RDA prepare the reserve study for \$1,225.00. Motion carried 3/0.

#### OLD/NEW BUSINESS

- A. **Additional New Pre-Approved Paint Color Schemes** - A motion was made, seconded and carried to table this item in order for Greg Gill from the Architectural Committee to 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 3/0.

- B. **Site Wide Proposals to Repair Stucco Block Walls** – A motion was made, seconded and carried to approve the proposals from So Cal Coatings for minor site wide stucco block wall repairs for a cost of \$18,252.00, medium site wide stucco block wall repairs for a cost of \$59,680.00 and major site wide stucco block wall repairs for a cost of \$18,000.00 totaling \$95,932.00. Motion carried 3/0.
- C. **Handyman Maintenance Agreement** – A motion was made, seconded and carried to approve the proposal from So Cal Coatings to perform general maintenance as needed for the Association, not limited to wood repairs, stucco repairs, painting, concrete repairs, broken roof tiles, replacing mailboxes, cleaning out rain gutters, clean up and misc. repairs for \$42.00 per hour per man. Motion carried 3/0.
- D. **Board Meeting Date Change – Financial Statements** – A motion was made, seconded and carried to table changing the Board meeting date until the May meeting so the entire Board and discuss and make a decision. Motion carried 3/0.
- E. **Homeowner Ideas for Association** – A motion was made, seconded and carried to have Management send Robert Traver, homeowner at 4 Salerno a letter thanking him for forwarding his comments/recommendations to the Board. Motion carried 3/0.
- F. **Electronic Recycling Event** – A motion was made, seconded and carried to deny the request from Erin Driscoll with e-Recycling of California to have an electronic waste collection event at Marina Hills. Motion carried 3/0.
- G. **4<sup>th</sup> of July Carnival** – A motion was made, seconded and carried to not allow vendors to sell crafts inside the clubhouse during the 4<sup>th</sup> of July carnival this year. Motion carried 3/0.
- H. **Heating Pool – Solar Panels** – A motion was made, seconded and carried to table the possibility of installing solar panels at the pool until the May meeting so Jeff Taylor can contact a company he is familiar with and report back to the Board. Motion carried 3/0.
- I. **Amending Governing Documents** – A motion was made, seconded and carried to table discussion on amending the governing documents until the May meeting when the entire Board is present. Motion carried 3/0.
- J. **Coffee Pot for Clubhouse Use** – A motion was made, seconded and carried to approve Management to purchase a new coffee pot for the clubhouse. Motion carried 3/0.
- K. **Rules/Regulations – Outdoor Furniture in Front Yards** – A motion was made, seconded and carried to have Management place an article in the May newsletter giving homeowners 30 days to comment on revising the Rules/Regulations to remove item #7 under OUTSIDE INSTALLATIONS/STORAGE, “No indoor or outdoor furniture such as tables, chairs, lounge chairs, may be stored in the front yard when not

in use” and add, “Indoor/outdoor furniture seen from the street in the front yard” as bullet point #4 as listed below in **bold**. Motion carried 3/0.


Three written complaints or one written complaint with written verification from a District Delegate shall be required for the following violations:

- Animal Issues
- Parking Violations – Failure to utilize garage & driveway for vehicle parking
- Garage Door remaining open for extended period of time
- **Indoor/outdoor furniture seen from street in the front yard**

L. **Association Wish List** – No items were added to the wish list.

**ADJOURNMENT**

There being no further business to discuss, the meeting was adjourned at 7:05 P.M.

APPROVED: 

DATE: 5-13-09