

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

BOARD OF DIRECTORS PRESENT: Loretta Pierce
Vito Ferrante
Jim Sabatello
Jeff Taylor

BOARD OF DIRECTORS ABSENT: Chuck Johnston

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

ISSUES DISCUSSED IN THE NOVEMBER 11, 2009 EXECUTIVE SESSION MEETING

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

- A. Executive Session minutes from the October 14, 2009 meeting were approved
- B. Delinquent accounts.
- C. Homeowner fine reversal request
- D. Legal matter.
- E. Violation matters.
- F. Held hearings.

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:

- The slopes behind Brindisi, Merano, Killini and the Salt Creek Trail on Niguel were detailed this month.
- Turf grass over seeding is in progress and about 70% complete.

Tree Trimming:

- Tree trimming work orders are still on a three week schedule.
- All the California Pepper trees along Parc Vista West have been trimmed
- In the winter, all the Pine trees will be trimmed, only thinned and laced
Approximately 20% of the foliage will be removed.
- Small trees on the slope behind Anacapri and around the tennis courts were trimmed.

Irrigation Items:

- Two major irrigation leaks were repaired behind 42 Argos and at Cosenza and Son Serra.
- Vandalism increased this month on some of the slopes behind the shopping center above Chandon, Salt Creek Trail and the slope facing Marina Hills park.
- Two new valves were installed and thirty valves were repaired this month.
- The central system is working properly and the two new controllers approved have been installed.

DELEGATE REPORTS

Vacant, Monaco

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. Gaby Buscher informed Management of some areas where she stated that there are some bare spots in the small areas between the sidewalk and backyards of homes along Parc Vista and Corfu. Management will meet with Ms Buscher during the December landscape drive so she can show the landscape committee and Villa Park Landscape her concerns.

Calvin Stewart, Siena – Present Calvin Stewart stated that the Villa Park Landscape did a good job trimming the Eucalyptus trees behind the homes in Siena.

Carol Albert, Cabo Del Mar – Not present.

Morris Passwater, Encore – Not present.

Richard Butler, Palacio – Not present.

Hector Rodriguez, The Heights – Not present.

COMMITTEE REPORTS

- A Landscape – No report.
- B Architectural – Greg Gill was present and expressed to the Board that the Architectural Committee doesn't have the expertise to review specific plans and they he feels that the Board should hire a landscape or architectural designer that could review plans that the Architectural Committee isn't comfortable with reviewing.
- C Tennis – No report.

OFFICER REPORTS

- A. President – Loretta Pierce stated that Villa Park Landscape donated funds for the Association's breakfast with Santa on December 12, 2009.
- B. Vice President – No report.
- C. Treasurer – Jeff Taylor informed homeowners present that the Association's accounts are in balance. He said that the Board is working on the budget for 2010 and the landscape renovation project that consists of removing and replacing all the dying Myrtoporum over the next few years needs to be factored into it. Mr. Taylor also wished everyone a Happy Veteran's Day.
- D. Secretary – Vito Ferrante informed homeowners that were present that there was an article in the Best of Orange County magazine that listed Marina Hills as the best neighborhood in Laguna Niguel.
- E. Member at Large – Jim Sabatello stated that Villa Park Landscape has really stepped up in maintaining the landscape within the last 60 days

HOMEOWNER FORUM

A homeowner was present to inform the Board that there was a loud party on October 30, 2009 where the police were called but there was not an incident report generated by the patrol officer.

CONSENT CALENDAR

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

- A. **Approval of October 14, 2009 General Session Meeting Minutes/Architectural Report from 9/10/09 – 10/10/09 – RESOLVED**, to ratify the action taken and approve the minutes taken by Management from the October 14, 2009 General Session Board Meeting/Architectural Report from 9/10/09-10/10/09
- B. **Financial Statement – RESOLVED**, to accept the October 31, 2009 financial statement as submitted.
- C. **Maturing CDs – RESOLVED**, to allow Jeff Russell from Merrill Lynch to roll over the operating and reserve CDs that are maturing in November at the same terms at the highest interest rates possible in order to keep the CDs staggered.
- D. **Balancing of Lights on Tennis Courts - RESOLVED**, to approve the proposal from Three Phase Electric to redistribute the lighting load more evenly at tennis courts #4 & #5 for a cost of \$1,190.00.
- E. **Tennis Committee Members Appointments – RESOLVED**, to appoint Caroline Becker, homeowner at 8 Tunis and Ray Hannon to the tennis committee.

- F **Audit/Tax Preparation Proposals – RESOLVED**, to approve the proposal from Robert A. Owens, C.P.A. for preparation of the Association's audit/taxes for the year ending December 31, 2009 for a cost of \$2,200.00.
- G **Traffic Control for Tree Trimming - RESOLVED**, to approve the proposal from Villa Park Landscape to provide traffic control for when they trim all the trees on the center islands up and down Marina Hills Drive for a cost of \$1,140.00

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

- A. **Bi Yearly Draining/Cleaning of Fountains** – A motion was made, seconded and carried to table the proposal from Aqua Pure for the bi yearly draining/cleaning of the fountains until the December meeting so Aqua Pure can provide a breakdown of the cost of the work. Motion carried 4/0.
- B. **Median Repair Work on Marina Hills Drive** – A motion was made, seconded and carried to table the proposal from So Cal Coatings to remove/replace approximately 100 sq. ft. of stamped concrete located in the center medians on Marina Hills Drive between Tropea/Parc Vista East so Management could see if the company that is providing traffic control for Villa Park Landscape can provide a better cost for traffic control for this work and the Board will then review the proposal by an Action Without Meeting prior to the December meeting. Motion carried 4/0


OLD/NEW BUSINESS

- A. **Receptacles on Tennis Courts #4, #5 & #6** – A motion was made, seconded and carried to approve the proposal from Three Phase Electric to provide labor and materials to install a 20 amp circuit to power the existing receptacles on tennis courts #4, #5 & #6 for a cost of \$940.00. Motion carried 4/0
- B. **2010 Proposed Budget** – A motion was made, seconded and carried to table approving the 2010 proposed budget and have Management prepare two proposed budgets, one increasing assessments \$120.00/month and another one increasing assessments \$125.00/month and approve a budget by an Action Without Meeting prior to November 30, 2009. Motion carried 4/0.
- C. **Time of Pool Being Closed for Cleaning** - A motion was made, seconded and carried to continue to close the pool for cleaning on Mondays, Wednesdays and Fridays from 9:00 A.M. to 10:00 A.M. Motion carried 4/0.
- D. **Landscape Proposal From October Landscape Drive** – A motion was made, seconded and carried to approve the proposal from Villa Park Landscape that was generated from the October 19, 2009 drive for a cost of \$2,853.00. Motion carried 4/0.

- E. **Proposal to Repair Valle Vista Fountain** – A motion was made, seconded and carried to table the proposal from Aqua Pure to inspect, test and blow out the lines to the fountain pipes underground at the Valle Vista fountain to see why two of them that shoot water up in front of the monument sign are not working until the December meeting. Motion carried 4/0.
- F. **Paint Color Schemes** – A motion was made, seconded and carried to approve the 13 additional two body color schemes for all the homes in the community. Motion carried 4/0.
- G. **Painting Guidelines** - A motion was made, seconded and carried to approve the guidelines to paint front and garage doors that were presented by Greg Gill and Terry Juhl. Motion carried 4/0.
- H. **Homeowner Request – Architectural Appeal** – A motion was made, seconded and carried to have Fontayne Tawatari, homeowner at 2 Patra resubmit her architectural application for installation of a patio cover to the Architectural Committee and include the brochures that she showed the Board at the meeting. Motion carried 4/0.
- I. **Homeowner Request for Reimbursement for Damage Done to Property** – A motion was made, seconded and carried to table the request from James Nichols, homeowner at 17 Argos for reimbursement for damage that was done to his property by a common area tree that fell in his backyard so Management and Vito Ferrante can meet with the homeowner during the December landscape drive to discuss this issue further. The homeowner will also need to obtain two additional proposals for the Board to review. Motion carried 4/0.
- J. **Tennis Instructor Request** - A motion was made, seconded and carried to table the request from Christine Schueller who has worked at the Dana Hills Tennis Center to give homeowners in the community tennis lessons. The Board will reconsider Ms. Schueller's request if she decides to attend a Board meeting. Motion carried 4/0.
- K. **Violation Policy** – A motion was made, seconded and carried to table revising the violation policy and fees for renting the clubhouse/bbq/patio areas and janitorial fees until the December meeting. Motion carried 4/0.
- L. **Board Meeting Agenda** – A motion was made, seconded and carried to post a one page agenda that lists the items that will be discussed every month on the Association's website and bulletin board near the pool area instead of the detailed agenda that has previously been posted. Motion carried 4/0.
- M. **Association Wish List** – A motion was made, seconded and carried to not add any items to the Association wish list. Motion carried 4/0.

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 9:25 P.M.

APPROVED: 

DATE: 12-9-09