

MARINA HILLS PLANNED COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
GENERAL SESSION – January 12, 2011

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

BOARD OF DIRECTORS ABSENT: None

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

ISSUES DISCUSSED IN THE JANUARY 12, 2011 EXECUTIVE SESSION MEETING

The following items were discussed during the January 12, 2011 Executive Session meeting:

- A. Executive Session minutes from the November 10, 2010 meeting were approved.
- B. Action Without Meeting Minutes for payment plan were approved.
- C. Homeowner fine reversal requests.
- D. Delinquent accounts.
- E. Violation matter.
- F. Third part attorney invoice.
- G. Homeowner request – neighbor to neighbor issue.
- H. 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 6:00 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 on Marina Hills Drive, Valle Vista and Via Marini were detailed.
- Area #4 of the renovation project is in progress.
- All the streets and sidewalks were cleaned.
- The middle island on Marina Hills Drive was detailed.
- The honeysuckle on Valle Vista was trimmed and manicured.

Tree Trimming:

- Due to the recent rains, the crews have spent most of the time cleaning sidewalks, removing fallen trees and cleaning drains and v-ditches.
- A total of 12 trees were lost and there was no property damage.
- The Association will only be billed for dump fees for the removal of the lost trees.
- There is still a two week schedule for work orders requesting tree trimming and all requests are reviewed individually. Not all trees are due to be trimmed. Trees are trimmed once per year and depending on the species, if tree trimming is requested more than once per year it will be an additional cost. Tree trimming requests are tracked by their completion dates. Work order numbers are assigned to each one of the requests by the Management company.
- Palm tree trimming has been completed.

Irrigation Items:

- All the irrigation is on and inspections to the irrigation system are conducted daily.
- The Central System is working properly and communicating with all the satellite controllers on site and the system is on-line and can be accessed remotely.
- Three major leaks were reported during the month on the Salt Creek trail and Marina Hills Drive.
- Vandalism to the irrigation system was minor and reported on the slope behind Cala D'Or facing the City park, Villamoura, Mercato and Chandon.

GUESTS IN ATTENDANCE

Russ Lamb from Stoney-Miller Consultants, Inc. was present to go over the report that was generated from the core samples in the pool and deck areas and answered questions that Board had regarding the report.

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.

Peter Klause, Amarante – Not present.

Dan Mulhern, Siena – Present. Dan Mulhern wanted to know if the Board was discussing the water meter issue at the meeting tonight. Management said that it was on the agenda. Mr. Mulhern also wanted to know how to turn on the heat inside the clubhouse when Siena has their meetings. Management informed Mr. Mulhern to track down the patrol officer and he/she would turn on the heat for them.

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 – Vito Ferrante updated the Board and said that there were some trees that the Association lost during the rains and that there are about 10-12 plants on Marina Hills Drive past the bocce court that have died due to too much water or frost.
- B. Architectural – Greg Gill, the chairman of the Architectural Committee was present and explained to the Board that the committee is receiving applications to install artificial turf in front yards and the committee is working on putting samples together and guidelines for such installations that should be ready for the Board to review at the February meeting.
- C. Tennis – No report.

OFFICER REPORTS

- A. President – Loretta Pierce said that Breakfast with Santa went well and she delivered lots of toys to Camp Pendelton.
- B. Vice President – No report.
- C. Treasurer – Jeff Taylor stated that the Association's accounts are in balance and the Association is under budget in every line item.
- D. Secretary – No report.
- E. Member at Large – No report.

HOMEOWNER FORUM

A homeowner was present to ask if the Board had any good references for landscape companies that could remove trees on her property. Another homeowner was present to discuss an artificial turf installation.

CONSENT CALENDAR

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

- A. **Approval of November 10, 2010 General Session Meeting Minutes/Architectural Reports from 10/10/10-12/10/10 – RESOLVED**, to ratify the action taken and approve the minutes taken by Management from the November 10, 2010 General Session Board Meeting/Architectural Reports from 10/10/10-12/10/10.
- B. **Action Without Meeting Minutes – RESOLVED**, to approve the Action Without Meeting Minutes dated December 6, 2010 approving to allow Jeff Russell with Morgan Stanley to roll over the CDs that are maturing in December and not open an additional CD at this time.
- C. **Financial Statement – RESOLVED**, to accept the November 30, 2010 financial statement as submitted.
- D. **Maturing CD - RESOLVED**, to allow Jeff Russell from Morgan Stanley to roll over the operating CD that matured on 1/3/11 for the same term at the highest interest rate possible, in order to keep the CDs staggered.
- E. **Landscape Proposals From November/December Landscape Drives RESOLVED**, to approve the proposals from Villa Park Landscape for the items generated from the November 4, 2010 and December 2, 2010 drives totaling \$3,561.50.
- F. **Delinquent Account APN #653-271-68 – RESOLVED**, to place a lien on account APN #653-271-68 for outstanding assessments and applicable charges.
- G. **Delinquent Account APN #653-411-45 – RESOLVED**, to place a lien on account APN #653-411-45 for outstanding assessments and applicable charges.
- H. **Delinquent Account APN #933-27-073 – RESOLVED**, to place a lien on account APN #933-27-073 for outstanding assessments and applicable charges.
- I. **Delinquent Account APN #933-27-120 – RESOLVED**, to place a lien on account APN #933-27-120 for outstanding assessments and applicable charges.
- J. **Delinquent Account APN #653-441-13 – RESOLVED**, to place a lien on account APN #653-441-13 for outstanding assessments and applicable charges.
- K. **Delinquent Account APN #933-27-208 – RESOLVED**, to place a lien on account APN #933-27-208 for outstanding assessments and applicable charges.
- L. **Delinquent Account APN #653-531-102 – RESOLVED**, to place a lien on account APN #653-531-102 for outstanding assessments and applicable charges.
- M. **Proposal for Repair to Perimeter Wall - RESOLVED**, to approve the proposal from So Cal Coatings to repair the perimeter block wall where a section of the concrete cap on top of the perimeter block wall has lifted and come loose at 34 Son Bon for a cost of \$580.00.

- N. **Proposal for Repair to Perimeter Wall - RESOLVED**, to approve the proposal from So Cal Coatings to repair the stucco perimeter wall and install a new glass panel at 8 Denia for a cost of \$1,595.00.
- O. **Proposal for Painting Landscape Lights - RESOLVED**, to approve the proposal from So Cal Coatings to scrape, wire brush, thoroughly sand, clean and paint 20 landscape lights in the planters located around the main fountain at Marina Hills Drive/Parc Vista West, 6 pathway lights in the wall of the breezeway, 9 landscape lighting in the planters in front of the clubhouse office, 28 pathway lights in the wall in the pool area and 6 landscape lights in the planters in the pool area that have faded or are peeling for a cost of \$1,985.00.
- P. **Proposal for Repair to Chemical/Equipment Utility Door & Vent in Stucco – RESOLVED**, to approve the proposal from So Cal Coatings to repair the rusted chemical/equipment utility doors located in the breezeway and one wood louver vent in the stucco that is falling apart for a cost of \$1,490.00.

OLD/NEW BUSINESS

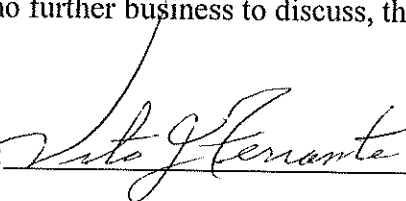
- A. **Delinquent Account – APN #653-481-11** – A motion was made, seconded and carried to not place a lien on APN #653-481-11 and monitor the escrow activity. Motion carried 5/0.
- B. **4th of July Carnival** – A motion was made, seconded and carried to have Loretta Pierce and Jeff Taylor work out the details and forward them to Management within a week so Management can give specifics to James Events Productions. Motion carried 5/0.
- C. **Social Events** – A motion was made, seconded and carried to approve a potluck be held in the clubhouse for homeowners to watch the Superbowl. Motion carried 5/0.
- D. **Siena Water Meter Reimbursement Request** – A motion was made, seconded and carried to have Management request copies of the paid water bills with meter numbers on them from Siena in order to match them with the summary from Moulton Niguel Water District that they provided. Motion carried 5/0.
- E. **Clubhouse/Office Security System** – A motion was made, seconded and carried to approve the proposal from Security 2000 to install a security system in the clubhouse/office for a cost of \$1,500.00, subject to the company filling out a vendor packet and being put on Keystone Pacific's approved vendor list. Motion carried 5/0.
- F. **Additional Agreement and Clubhouse Deposit for Parties that Use the New T.V. -** A motion was made, seconded and carried to create an additional t.v. use agreement with a refundable deposit of whatever it would cost for Reel Time to come out and adjust the t.v. if it should need it. Motion carried 5/0.

- G. **Installation of “No Trespassing” Sign** - A motion was made, seconded and carried to install a “No Trespassing” sign in the area that leads to the back of the homes on Mercato adjacent to Marina Hills Drive. Motion carried 5/0.
- H. **Homeowner Architectural Appeal – Artificial Turf** – A motion was made, seconded and carried to allow the homeowner at 19 Chamonix to keep the artificial turf she installed in her front yard, subject to her working with the Architectural Committee to remove a 4” circular section of it around the palm tree and possibly install mulch and drought tolerant plant material to soften the look. Motion carried 5/0.
- I. **Pool Monitor Service** – A motion was made, seconded and carried to have Management obtain two additional proposals for the pool monitor service so the Board can review them at the February meeting. Motion carried 5/0.
- J. **Drought Tolerant Plant Material** – A motion was made, seconded and carried to table discussion of the drought tolerant plant material until the February meeting. Motion carried 5/0.
- K. **Association Wish List** – A motion was made, seconded and carried to not add any items to the Association wish list. Motion carried 5/0.

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 7:40 P.M.

APPROVED: _____



DATE: _____

2-9-11