

AUGUST 2020

MARINA HILLS

www.marinahills.org

Professionally Managed by Keystone Pacific Property Management, LLC - 16775 Von Karman, Ste. 100, Irvine, CA 92606

FAQS – WHAT TO EXPECT WHEN YOU SELL YOUR HOME IN MARINA HILLS

Q: When selling my home, what documents are required to be given to the potential buyer?

A. California Civil Code 4525 states the seller must provide the following documents to their buyers:

- ◆ Required Statement of Fees/Demand Statement
- ◆ Governing Documents (Articles, Bylaws, & CC&Rs) & 12 Months of General Session Board Minutes if Requested
- ◆ Annual Budget w/ Insurance Summary, Reserve Disclosure, and Assessment Enforcement Policy
- ◆ Annual Audit/Financial Review
- ◆ Notice of Special Assessment
- ◆ Operating Rules/Notice of Violations

Q. Who is responsible for collecting and distributing these documents to the buyer?

A. Your escrow officer will ensure that the required documents are collected according to Civil Code. Escrow can obtain those documents from the seller, their Title Company, or Keystone. We use a third party, Homewisedocs.com, to facilitate all escrow requests. Note that the Required Statement of Fees/Demand can only be provided by Keystone through Homewisedocs.com.

Q. What fees are charged for this service and who is responsible for paying them?

A. Yes, there are fees associated with this service and, per Civil Code, the seller is the responsible party. Through Homewisedocs.com, Keystone offers compliance packages (including all documents required by Civil Code) or individual items from an "A la carte" menu.

Q. Are there ways to reduce the cost of these services?

A. Absolutely. Any document the seller can provide to their escrow officer would result in cost savings. All documents except the Statement of Fees/Demand are available from an alternative source. The Governing Documents and General Session Board Minutes can be pulled from your community website, www.marinahills.org. The Annual Budget and Annual Audit are both mailed to the homeowners annually.

Q. If the seller provides the required documents to the escrow officer, what would be the final fee paid to Keystone?

A. \$523. This is comprised of the Required Statement of Fees/Demand at \$323 and the Transfer fee at \$200.

Q. What is the turnaround time for providing requested documents to escrow? Am I able to order them on a rush basis?

A. The standard turnaround time for completing escrow orders through Homewisedocs.com is 7 business days. We do offer 1-day, 3-day, and 5-day rush options if your order needs to be expedited. The fees for rush services are \$170, \$120, and \$100, respectively.

Q. Can the payment of the Transfer Fee/Account Setup Fee be negotiated in the purchase agreement to make the buyer the responsible party?

A. Yes, the party responsible for paying the fee can be negotiated between the buyer and seller and agreed upon in the Contract of Purchase.

BOARD OF DIRECTORS:

President: Loretta Pierce
Vice President: Chuck Johnston
Treasurer: Jeff Taylor
Secretary: Tom Szwajkos
Member At Large: Pat Kassam

NEXT BOARD MEETING:

August 12, 2020 at 6:00 P.M. Location TBD
All homeowners are welcome to attend.

IMPORTANT NUMBERS:

ASSOCIATION MANAGER:

Renee Barger, CMCA, AMS, PCAM
Phone: 949-838-3235
E-mail: rbarger@keystonepacific.com

Emergency After Hours:
949-833-2600

Fax: 949-377-3309

COMMON AREA ISSUES:

Larissa Rounsaville Phone: 949-838-3293
E-mail:

lrounsaville@keystonepacific.com

Emergency After Hours:
949-833-2600

BILLING QUESTIONS/ADDRESS CHANGES/WEBSITE LOGIN:

Phone: 949-833-2600

Email:

customercare@keystonepacific.com

RECREATIONAL CENTER:

31461 Parc Vista West
Laguna Niguel, CA 92677
(949) 838-3293

Recreational Center Operating Hours:

Monday-Friday-9:00 a.m.- 5:00 p.m.

Closed for Lunch 11:00 a.m – 12:00 p.m.

SUB ASSOCIATIONS

Siena Association:

Keystone Pacific Property Management
(949) 430-5811

Chandon Association:

Sea Breeze Management
(949) 672-9080

Encore Association:

Powerstone Property Management
(949) 716-3998

LANDSCAPE REQUESTS

If you have a landscape concern, request and/or inquiry, please contact Facilities Manager, Larissa Rounsaville at lrounsaville@keystonepacific.com or (949) 838-3293 so a work order may be submitted to Villa Park Landscape. If the work order is part of the maintenance service contract, all work will be done immediately. If the work order is above the inclusions of the maintenance service contract, work orders are reviewed at the monthly landscape meetings by the Landscape Committee, as well as, Villa Park Landscape. The landscape committee recommendations are discussed & approved by the Board of Directors at their monthly Board of Directors meetings which are held on the 2nd Wednesdays of the month. All approved proposals are completed within 2-3 weeks.

PET WASTE DISPOSAL & LEASH REMINDER

Please take your dog's droppings with you and place in your own trash or an Association trash can vs. depositing in other's yards or trash cans, or in the maintenance landscape area. Please ensure your dog is always on a leash, per City laws. Thank you!

DISTRICT DELEGATE ELECTION & ANNUAL ELECTION OF THE BOARD OF DIRECTORS

The Annual Election of the Board of Directors as well as the Annual Election of the District Delegates have been postponed until November 2020, as the Association will need to formally adopt new Election Rules in accordance with SB 323. When you receive the proposed Election Rules via 1st class mail, you may submit your comments to rbarger@keystonepacific.com. Following the 28-day membership comment period, the Board of Directors will formally adopt the proposed Election Rules, and follow the timeline as prepared by Association's legal counsel to ensure we as an Association are in compliance with all requirements of SB 323.

COMMON AREA WROUGHT IRON

So Cal Coatings, Inc. has been contracted by the Marina Hills Planned Community Association Board of Directors to conduct repairs to the rear stucco walls/columns and wrought iron behind the homes.

So Cal Coatings, Inc., as well as, Management will send notices to you, prior to your home being completed. To expedite and allow So Cal Coatings, Inc. to efficiently conduct repairs to the back walls & fences, please remove and/or trim foliage **at least two (2) feet away** from the back walls & fences. Additionally, please remove any wire mesh that is attached to the wrought iron so the contractor may repair & paint without obstruction. Once the wrought iron repairs are complete, if an owner re-attaches any **unapproved** wire mesh to the Association-maintained fencing, the owner may be called to a hearing before the Board of Directors and fines may be assessed to your account.

Additionally, any Wire Mesh attached to the common area Wrought Iron fencing must be plastic coated attached with plastic zip ties. There are two (2) different samples in the clubhouse office that are approved by the Association. Both samples can be purchased at Home Depot or Lowe's, and the sku #'s are 222-958 and 223-088. You may stop by the Clubhouse to view these samples, and the Clubhouse is open Daily from 9am-5pm. Thank you for your cooperation!

LANDSCAPE PROGRESS REPORT FOR JUNE

Maintenance Items:

- The slopes on Valle Vista, Corsica, Tropea, Amarante, and Villamoura were trimmed and detailed.
- The common area slope behind Anacapri below Celano were also trimmed and detailed as part of our Maintenance Rotation.
- Some of the color will be replaced this month.
- The medium Island along Marina Hills Dr. was cleaned and detailed.
- All the sidewalks and walkways were cleaned.
- Extra work is on schedule for the 1st week of August.

Tree Trimming:

- Villa Park Landscape is on a three 3-week schedule for work orders requesting tree trimming, and all requests are reviewed individually, not all trees are due to be trimmed. They trim trees only once per year and depending on the species, if tree trimming is requested more than once per year it will be an additional extra cost. Villa Park Landscape keeps track of the trimming requests and their completion dates. Work order numbers are assigned to each one of these requests by Management.
- Marina Hills “No Topping” Policy still in place.
- On Valle Vista; Eucalyptus trees were trimmed.
- All the Palm trees were trimmed in June.
- On Son Serra; California Pepper trees were trimmed.

Irrigation:

- The central system is working properly and communicating with all the satellite controllers on site and the system is online and working well with the new NSN app. System can be accessed from any location as long as internet is available.
- Our irrigation technician and crews checked and cleaned all the v-ditches and drains.
- The irrigation system is back on.
- Seven (7) irrigation controllers were inspected and cleaned this month.
- Two (2) mainlines were repaired at the Killini cul-de-sac and Son Morell and Cala Moreya.

ARCHITECTURAL IMPROVEMENT PROCESS

All alterations, additions, or changes to the exterior structure or to the landscape of any lot, must be submitted for approval prior to ANY installation or commencement of construction or landscape work. If you are ready to paint your home, you will need to choose a paint color scheme from the pre-approved paint palette. You can view the color schemes in the paint binders in the onsite office or on the Association’s website at www.marinahills.org by clicking on Architectural Processes/Forms in the left hand column. Once received, the Architectural Committee has up to 45 days to approve or deny submitted plans. Once you receive approval from the committee, you may proceed with the work. Upon full completion of the project, a Notice of Completion form will need to be submitted to the Architectural Committee to ensure all improvements were done per plan. *If an owner fails to submit an application for exterior modifications, the Association may assess fines for violation of the Architectural Guidelines, and the exterior improvements may need to be brought back to their original condition, at the owner’s expense, until approval is obtained.*

COMMON AREA TRESPASS/VANDALISM

It has been brought to Management's attention that there has been an increase in vandalism and trespassing in the Marina Hills common areas. If you notice any suspicious activity on or around our community, please contact the local police department to file a complaint. If you can identify the suspect(s), please also provide this information in your complaint. Additionally, please contact Management to report the incident as well so we may have any trash, debris, or materials removed from the common areas immediately. If we know who the person(s) are who trespassed/vandalized the property, The Board of Directors has directed Management to enforce the Violation Policy and fines will be assessed to anyone who resides in the community who are committing such crimes.

Additionally, harassment will not be tolerated in the community. Trespassing and/or visiting Board Member's homes will not be tolerated. If any resident has questions or concerns regarding the common area facilities/Management of Marina Hills, please contact Renee Barger at rbarger@keystonepacific.com or (949) 838-3235.

TENANT REMINDER

If you are renting your property, please remind your tenants to be courteous of other residents in the community and to abide by the Association's Governing Documents. It is a good idea to give your tenants a hard copy of the Rules and Regulations. Remember, as an owner, you are ultimately responsible for your tenants and their actions.

PARKING REMINDER

Some homeowners have noticed that there are several vehicles parking on the streets within the community. These homeowners feel that not only is it unsightly, but it can be dangerous, as well, having vehicles parked on the street. Homeowners should be parking in their garage or on their driveway, instead of on the street. A vehicle is prohibited from parking or left standing upon any public street or highway in a residential district in the city. Any commercial vehicle, bus, motor truck, semi-trailer, or tractor trailer in excess of 80 inches (in width) or in excess of 25 feet (in length); or any item of farm machinery or special purpose machine is prohibited. A vehicle is prohibited from parking or stopping longer than 72 consecutive hours upon any highway or street. (Moved is defined as moving a minimum of 100 ft. or 1/10th of a mile).



AUGUST 2020 REMINDERS

For after-hours association maintenance issues, please call 949-833-2600 to be connected with the emergency service line. Please call 9-1-1 for life-threatening emergencies.

Trash Pick-Up Days - Tuesday (small side) & Friday (large side). Please remove trash cans from the common areas after this day.

Board Meeting - August 12, 2020 at 6:00 PM. Location TBD

SUBMIT A MAINTENANCE REQUEST!

Please visit the website at www.marinahills.org to submit a maintenance request form. We look forward to serving you.

SIGN UP FOR COMMUNITY E-NEWS

Sign up to receive news and updates pertaining to our community association via email. To sign up, please register from the "Update My Profile" page once you have logged into your billing account at www.kppmconnection.com.

STREET LIGHTS OUT OR FLICKERING IN COMMUNITY

The Association does not maintain street lights. If you notice street lights out and/or flickering in the community, please get the number off of a metal plate on the light pole and call SDG&E at 858-654-1216 or 800-411-7343. The best way to report streets lights out is <https://www.sdge.com/business/reporting-street-light-outages>. If you see lights out in the park along Marina Hills Drive, please contact the City, as they maintain these lights.



AUGUST IMPORTANT DATES

3 Encore Mtg	6 PM	26 ARC Mtg	7 PM
12 Marina Hills Mtg	6 PM		
17 Siena Mtg	4 PM		
25 Chandon Mtg	6 PM		

SUB ASSOCIATIONS:

CHANDON	
David Heraty	President
Connie Addicks	Vice President
David Lee	Secretary
Vacant	Treasurer
Elizabeth Palmer	Member at Large
ENCORE	
President	Jon Peterson
Vice President	Gale Hackshaw
Secretary	Tim Rohwedder
Treasurer	Janice Eckles
Member-at-Large	Laura McMillen
SIENA	
President	Al Ferrari
Vice President	Linda Klein
Treasurer	Deborah Beech
Secretary	Joel Bishop
Member-at-Large	Judy Tiano

DISTRICT DELEGATES:

Amarante:	Ben Bengali	949-228-4653
Bel Fiore:	Vacant	
Cabo Del Mar:	Carol Singer	949-388-7655
Chandon:	Patricia Kassam	949-218-5681
Encore:	Vacant	
The Heights:	Bill O'Leary	949-698-0798
Monaco:	Vacant	
Palacio:	Richard Butler	949-495-0858
Siena:	Kathleen McDonald	949-500-9042
Terracina:	Mark Lucy	949-547-6661
Vistara:	Andrew Kienle	949-433-8645

CLUBHOUSE OFFICE HOURS-
 Monday-Friday
 9:00 am- 5:00 pm
 Closed for Lunch
 11:00 am – 12:00 pm



AUGUST 2020 CLASSIFIEDS

INSTRUCTIONS FOR AD POSTING

"Items for Sale" ads are limited to 3 lines & remain at no cost to Marina Hills residents. These ads will only run for a maximum of 60 days.

"Service/Business" ads will be limited to 4 lines and a cost of \$10/per issue.

"Lost & Found" ad's will be posted at the discretion of the poster. The Marina Hills Planned Community Association does not take responsibility for misplaced items. These ads will run no longer than a maximum of 60 days.

Newsletter ads must be received by the 10th of the month prior to their desired posting month. Advertisers may pay up to a full calendar year in advance, 6 months in advance, or month-to-month. Quantity discounts are not offered.

For questions or additional ad posting information, contact the Marina Hills office at 949-838-3293 or e-mail Larissa at Lrounsaville@keystonepacific.com

*All advertisements are from residents of Marina Hills and are not endorsed by the Marina Hills Planned Community Association.

REAL ESTATE

JUDY FIELD, Berkshire Hathaway Home Services Realtor. Listing Specialist, 22 yrs. MH resident. Unwavering commitment to integrity, knowledge & service. See client testimonials at www.JudyField.com. 949-246-4090 or Email- Judy@JudyField.com

LYNETTE COLLETTA, Realtor®. Laguna Niguel neighborhood specialist with Berkshire Hathaway Home Services California Properties. Chairman's Circle Gold. Visit www.LynetteColletta.com for client testimonials, recent sales and a free home value report. Call 949-842-4200. DRE #00900787. MH resident.

LORETTA PIERCE, Realtor KW Realty. Board Member for over 15 years! Resident for 20 yrs. Committed to my community! Your referrals are appreciated, thank you. Investments/Sellers/Buyers/Relocation and all other Real Estate needs. (949) 689-6464

FOR RENT

Furnished, elegant, executive Home for Rent. \$4600/mo. 24 Bellagio 3bd/2.5 ba. Ocean breezes and view. Contact Laurie Roos 650-787-8994

LOST & FOUND

Found: Art book with personalized inscription. Found near Parc Vista East and Argos. Contact Management at 949.838.3293 to confirm it is yours.

FOR SALE

Lovely, new and gently used upscale women's clothing; sizes 4 to 6 (a few 8's) Business, casual, dress (cocktail) Contact 949-637-0599

Massage table, folding - good condition w/cover. \$50. 949-233-7656.

Refrigerator, small, dorm-size (33" h x 20"w x 21"d) \$25, Call 949-233-7656.

Round end table, ornate with brown marble top. 38" high, 24" in diameter. \$20. 949-233-7656.

Medicine Cabinet - High end medicine cabinet for sale. Mirrored interior, glass shelves and interior electrical outlet. 20 x 30. Roborn model PL2030. Like new. Call or text Michele at 949-422-8353

Tile—Beautiful tile left over from bathroom remodel. 4 x 4 Black marble (20 pieces). 11 x 24 Black marble (15 pieces). 11 x 24 white/gray marble (2 pieces). Make offer. Call or text Michele at 949 422 8353.

For any of the below items contact
Lshepard1@aol.com

Graco Pac n Play--Excellent condition, gently used for grandchildren's visits with carry case. \$60.

(2) JBL P50 Floor Standing speakers/\$450

(1) JBL SC305 Center Channel Speaker \$50

(1) JBL PSW-1200 Discrete output Hi-current Sub-woofer \$250

COMMUNITY

BOCCE PLAYERS WANTED-Free lessons & play. If you can roll a ball, we can teach you in 15 minutes. No special equipment or clothes required. Drop in Sunday 1pm. Marina Hills Park Bocce Courts. Questions call Jack 760-902-3268

VOLUNTEER DOG WALKER FOR SENIORS

If you are in need of assistance with walking your dog(s) during this time, we have a resident volunteer just for you! Mia is 15 years old, has a dog of her own, and has a lot of experience with pets. She is looking to help out those in need any way she can, free of charge. For more information please contact her mother Amy (949) 547-7390

SERVICES

SLAB LEAKS, WATER HEATERS, KITCHEN AND BATH REMODELS?

We're your neighbor!

Call **WEST COAST PLUMBING** Servicing Marina Hills and the surrounding community for over 24 years. Call Bobby for all of your AFFORDABLE plumbing and remodel needs at 949-584-5211 Contractor LIC.# 974654

GERIATRIC SOCIAL WORKER

Mary Ellen Quinn has over 30 years experience with the elderly. Let me help you navigate the system. Placing a loved one in a Board and Care Home or a Community. Trust me to serve you with compassion and dignity. Call 949-493-7726

INCOME TAX PREPERATION

Marina Hills Resident and Owner of Creative Tax Solutions. Our company is an Enrolled Agent, licensed to participate in front of the IRS in all 50 States. We have been preparing personal and business tax returns for more than 25 years, with annual clients in the hundreds, including numerous states and 3 foreign countries. Ask for the special Marina Hills discount of 25%.

Contact: Mike Roberts 949-770-8380

BULLETPROOF BACKPACKS, BRIEFCASES AND BODY ARMOR

Large selection of protective gear for you and your entire family, including bulletproof backpacks for kids. We realize these are hard times and we feel the need to protect our loved ones.

Visit www.miraofficial.net or call Ralph Bayless 949-285-2544 Completely confidential and discreet.

COVID-SAFE PERSONAL TRAINER!

Bored, weight up, energy down, losing muscle tone & figure, feeling anxious, not sleeping? Have fun / feel better with a **TRAINER** in your backyard or local park. Exercises designed just for you, your spouse, even the kids! MH resident, Certified Trainer, former Olympian!

CDC precautions. Resa (949) 388-0612 *no text

NATUROPATH/LIFE COACH

Dr. Amy Grupe, local health practitioner, can help you overcome stressors with the use of natural modalities to help strengthen your immune system so you can live a healthier life. (949) 233-1752

TUTOR/HOME SCHOOL

Local (retired young), credentialed/MEd teacher will help your elementary or middle school child with assignments or home-school lessons. Masters in reading instruction and credentialed in Math.

Amy Grupe (949) 233-1752