

# UPPER TERRACE



## HOMEOWNERS ASSOCIATION

### JULY 2018 NEWSLETTER

**Next Board Meeting:** Tuesday, Sept. 18, 2018 6:00 pm

**ANCHOR COMMUNITY MANAGEMENT, INC.**

P.O. Box 3237 • Camarillo, CA 93011-3237

805-388-3848 • **TOLL FREE:** 877-388-3848 • **FAX:** 388-0856

info@anchorcommunitymgt.com

**WEB PAGE:** AnchorCommunityMgt.com/UpperTerrace.htm

**AFTER HOURS (EMERGENCIES ONLY):** 805-388-3848

**BILLING QUESTIONS:** julie@anchorcommunitymgt.com

#### ANNUAL MEETING RESULTS

Upper Terrace owners maintained their status as being the best in the land! Enough ballots were received well in advance, so we went into the meeting knowing that a quorum had been established. The Annual Meeting results are as follows:

Christine Brown .....	60
Roy Hanson.....	30
Michael McCarthy .....	25
Carolyn Sue Palmer.....	22



Christine will continue serve as President, with Roy continuing as Treasurer. Carolyn Sue will stay on as Secretary and Michael will remain in the Member-at-Large position.

The IRS resolution passed by with a vote of 22 in favor and 1 opposed. One abstention was also received. This IRS vote allows the HOA to roll over any excess funds without being taxed on the “income”.

Our ballot counters for this vote were Margaret Haynes-Switzer, and Bjorn Holsborg. Special thanks to them for again coming through and tallying the numbers!

Thank-you, Upper Terrace owners for taking the time to vote and return your ballots!

#### PLEASE DO YOUR PART – WATER THE LANDSCAPING!



Yes, it is definitely odd that the common area landscaping at Upper Terrace must be watered by the residents, whether they are the owner or the tenant. That is just the way the development was built.

It seems that a few residents may have turned off their watering systems. Those systems need to be re-booted and programed to water the common areas around your home. Las Virgenes Municipal Water District, who provides the water to Upper Terrace does not currently show any particular days of the week you must water or not water. They simply suggest ways to make the watering more efficient. So, we understand that to mean that residents can water the necessary three

times a week in the summertime, to keep the common area plantings from dying. If you water early in the morning, the water will trickle into the ground and be absorbed more efficiently than if you watered when the sun is up. If you give the landscaping 10 minutes of water three times a week, it should be ok. Of course, there are exceptions to this, such as if there is prolonged extreme heat, you will need to adjust for more watering. Please remember that no watering may take place on any day between 10am and 5pm!

Upper Terrace residents who do not water regularly will be issued a ‘courtesy notice’ reminding them to water. The Board really hates levying fines, but if watering still does not take place on a regular basis, they will have no choice but to do so.

The Board would really like to continue improving the landscape by planting more. However, they aren’t going to plant if residents aren’t going to water the plants!

We encourage all Upper Terrace owners to make sure the irrigation system at their home is functional and that the timers are set to water the three times a week that is needed during the summer and fall months. During the night animals can knock over sprinkler heads thus interfering with water reaching the target areas. Check the sprinklers that cover common areas and if they are not working correctly, inform the management company and an irrigation technician will be sent to check and/or make repairs.

#### CIVIL CODE §4041, MEMBER CONTACT INFO



It is important to keep the HOA informed of your phone number, email, mailing address (if different) and information on your tenants (if applicable), in case of emergency, and to keep you up to date with what is going on in Upper Terrace. It is also now part of California Civil Code: §4041. Tenant newsletters are emailed, so make sure their email address is included. A registration form is on the webpage, or you can send an update to info@anchorcommunitymgt.com.

# UPPER TERRACE

MAY 2018 NEWSLETTER

Annual Meeting: Thursday, June 7, 2018 6:00 pm

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HOMEOWNERS ASSOCIATION



## PUT ANNUAL MEETING DATE ON YOUR CALENDAR

Five Board positions will be up for election at the upcoming Annual Meeting scheduled for Thursday, June 7, 2018. Each position is for a one year term.

If you are interest in a position on the Board, and are an owner in good standing (assessments up to date, violations remedied, etc.), you may fill out the nomination form mailed out recently and return it to Anchor Community Management by the deadline stated. Ballots will be mailed out in early May. Please vote your ballot and mail it back in the postage paid envelope provided, as soon as possible. If you would rather, you may drop the ballot by at the night of the meeting on June 7th.

In the past, Upper Terrace owners have been outstanding in turning in their ballots, so we usually get a quorum and are able to hold the Annual Meeting. We expect to be able to do the same this year.

If you are not related to a candidate and wish to count ballots, we have a couple of openings for that the night of the meeting! Let management know if you can help with that.

## BOARD CONSIDERING NATURAL RODENT CONTROL

The Upper Terrace Board and management are researching and considering controlling ground squirrels via natural methods. These natural methods eliminate the use of traditional 'bait stations' which are believed to not only kill the rodents, but the secondary animal that comes along and eats the dead rodent. Upper Terrace does not currently use any method of control.

The natural method being considered involves setting up nesting boxes in or around trees which is expected to attract various types of owls and hawks, who then hunt the ground squirrels. The boxes would be installed in the Upper Terrace common areas, in yet to be determined locations. This idea is still being researched and no decision has been made.



## LANDSCAPE HAPPENINGS



The Board conducted a walk-through of the Upper Terrace property in February of this year with the Chateau Landscape, the current landscaper.

It was agreed that the dying pine located at 32302 Tempe Way will be removed and its stump ground. It was also agreed that the 2 tall pines located at 32440/32448 Saddle Mountain Road are in need of trimming. Both of these jobs were approved at the April 12<sup>th</sup> Board meeting. Urban Tree Care will do the work.

The Board also agreed to plant the slope at 32458 Saddle Mountain Road. That work was also approved at the April Board meeting.

On this walk-through, the Board also noted a large shed had been installed in the common area next to a unit. No approval had been granted. Upper Terrace residents, both owners and tenants are reminded that they may not encroach on common area without first obtaining prior written approval from the Board.

## RATTLESNAKES VS. DOGS -

*Reprinted in part from Adopt a Pet.com.*



Rattlesnakes live in so many areas and can be a life-threatening danger to dogs of all sizes. But, with a just a few preventative steps, you can reduce the chances your dog will get bitten and die from a rattlesnake bite!

1. **Get your dog the rattlesnake vaccine** – it will help reduce a dog's reaction to the bite, but won't eliminate the reaction.
2. **Walk your dog on a 6-ft. leash** – not a flexi-leash.
3. **Avoid rocky or dense brush or grassy areas** – stay on the trail.
5. **Know a dog's rattlesnake-bite symptoms** – puncture wounds, pain, bleeding, swelling, panting, etc.
6. **If you & your dog encounter a rattlesnake...** Calmly & slowly back away from the snake until you are no longer within striking distance (about the snake's length) and until the snake stops rattling at you. Then, carefully leave the area.
7. **If your dog is bitten by a rattlesnake...** If you can, carry your dog to your car. If you can't carry your dog without them or you struggling, walk them to your car. Limiting the dog's activity will limit the venom moving in their body. Then, get them to a vet immediately.

If you see a rattlesnake, call the Fire Dept.

# UPPER TERRACE

FEBRUARY 2018 NEWSLETTER

Next Board Meeting: Thursday, April 12, 2018 6:00 pm

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## OUTDOOR WATER EFFICIENCY MEASURES IN EFFECT

from [www.lvmwd.com/your-water](http://www.lvmwd.com/your-water)

Efficient water use is now our way of life.

The LVMWD service area depends entirely upon imported supplies for its drinking water. Therefore, it is important to use water efficiently.

The LVMWD Board has adopted the following water conservation measures: (Updated June 6, 2016)

- Irrigation not allowed between the hours of 10 a.m. and 5 p.m.
- Irrigation may not occur during periods of rain or in the 48 hours following measurable rainfall.
- Irrigation may not run off the property into streets, gutters or onto adjacent properties.
- Using potable water to wash down sidewalks, parking areas and driveways is not permitted.
- A trigger nozzle is required on hoses used for home car washing.
- Fountains or water features must use a recirculating system.

We remind Upper Terrace residents that they are required to water the common area landscaping outside their homes. Doing so will help preserve the plants and shrubs on those areas, which will, in turn help preserve your property values.

Irrigating the landscaping also acts as a partial fire retardant. If they are hydrated, the plants and shrubs won't burn as easily. Keeping the slopes irrigated also helps prevent erosion. When soils are dry, rodents can easily burrow which can accelerate a slope failing.

## YEARLY BOARD WALK COMING SOON



Each year, the Board schedules a walk around to inspect the Upper Terrace community. The Upper Terrace landscaper accompanies the Board on these walks to provide expert knowledge pertaining to landscaping and hardscape.

During these walks, the Board will view areas where plants are sparse and discuss with the landscaper the types of replacement plants that will survive on low water and poor soil conditions.

The Board will also discuss with the landscaper possible tree trimming that may need to be done this year. In addition, since the landscaper also has traditionally done concrete replacements when needed in Upper Terrace, they will do some concrete inspections.

## PUT IT IN WRITING!



As specified in the Upper Terrace Rules and Regulations, owners should channel their concerns through the management company.

Complaints or concerns about landscaping issues, requests for sprinkler repair or like issues should be sent in writing to management. If emailing, use [info@anchorcommunitymgmt.com](mailto:info@anchorcommunitymgmt.com) as the address. If faxing, dial 805-388-0856.

Concerns or complaints about policy, including violations and fines, should be directed to the Board *through* the management company, using the above contact info. In both cases, your correspondence will be acknowledged. If there is a ruling to be made, it will be discussed at a Board meeting and the owner will be apprised of the decision made by the Board.

The Board members are volunteers, and as such do not receive compensation of any type. We hope that residents will not feel free to stop by Board member's homes to discuss HOA issues or to call Board members at their residence.

Your cooperation and consideration will be appreciated.



# UPPER TERRACE

OCTOBER 2017 NEWSLETTER

Next Board Meeting: Thursday, January 11, 2018 6:00 pm

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HOMEOWNERS ASSOCIATION



## PRESIDENT'S MESSAGE

The Upper Terrace Board thanks all owners and renters who water their common area responsibilities regularly. Night watering during hot months and heat waves is most efficient. Thanks also to home owners who share costs, have their own gardeners keep up exclusive areas and occasionally attend to a common area need such as a minor sprinkler replacement/adjustment. We only have landscapers here for 1 1/2 days per week. In order to keep HOA dues where they are, it is helpful when everything landscape-wise is not left solely to the HOA to pay for.

The valves on many homes are very old and we have been replacing many. Planting common area hills is occurring in stages with drought resistant species. Please water when new planting occurs to establish their root systems.

If you purchase plants for common areas, call Anchor Management to schedule our landscapers to plant them.

## SUCCESSFUL SENIOR GENIUS CLUB TO EXPAND IN PARTNERSHIP WITH CITY OF AGOURA HILLS

*From the City of Westlake CityNews Sept. 2017 newsletter*

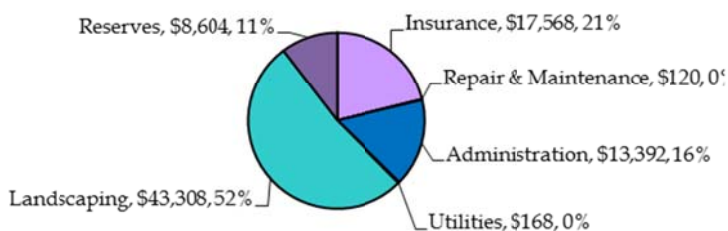
The Senior Genius Club program held at Agoura High School's new Media Center will be resuming service in September with an added day per month. The Senior Genius Club is a program developed to assist seniors with technological help, provide community service hours for the teens that volunteer and run the program, and create an opportunity to increase intergenerational communication. The program will be offered the first, second, and third Tuesday of the month at Agoura High School from 3:30-5:30 pm. This year's program will begin on October 3 and run through May 2018. Seniors may follow the street signs for the closest parking areas and will be greeted by the student participants. Once seniors arrive at the media center, they will sign in and then be assigned to a teen that has expertise in the area requested by the senior. The tasks can be as simple as posting on Facebook, creating an account, updating malware or browsers, establishing a password system, using their phones, tablets, or laptops and much more.

The original program began in late 2016 offering two days a month through a sponsorship from the City of Westlake Village.

This year, the City has partnered with the City of Agoura Hills to open the program to seniors in both cities. The program is free and appointments are open on a first-come, first-served basis.

Each student is able to help a senior with a 30-minute appointment before having to move on to additional seniors that need help. The last appointment time is 5:00 pm. Both cities would like to thank Agoura High School Principal Mercer and staff member Lena Goryoka for making the program a success and opening up the school's new facility to the community. Please visit the City's website for a calendar of the senior genius club at [www.wlv.org/seniorgeniusclub](http://www.wlv.org/seniorgeniusclub)

## Where Does The Money Go?



# UPPER TERRACE



## HOMEOWNERS ASSOCIATION

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### GOT PLANTS? WE WILL PLANT THEM FOR YOU!

Upper Terrace residents who would like to see more plants in the common area that they water, are encouraged to purchase some and let management know you would like the landscapers to plant them! Please don't ask the landscapers directly to do so as they are not allowed to take direction from residents.

The Board is happy to help residents beautify the landscaping!



### ANNUAL MEETING HELD AS PLANNED

Upper Terrace owners once again came through. Enough ballots were received well in advance, so we knew going into the meeting that a quorum had been established. In this day and age, it is truly extraordinary for any HOA to establish quorum year after year. But then, Upper Terrace is truly extraordinary!

The Annual Meeting results are as follows:

- Christine Brown .....57
- Roy Hanson..... 19
- Michael McCarthy .....22
- Carolyn Sue Palmer ..... 18

Christine will continue serve as President, with Roy continuing as Treasurer. Carolyn Sue will stay on as Secretary and Michael will remain in the Member-at-Large position.

The IRS resolution passed by a vote of 21 in favor and 2 opposed, allowing the HOA to roll over any excess funds without being taxed on the "income".

Thanks again to all those owners who mailed in their ballots in time, so a quorum could be established and the meeting held on schedule!



### KEEPING IN CONTACT

Please remember to keep your contact information up to date with the HOA, including that of your tenant if your

place is rented. You can use the registration form on the webpage for updates, or send an email to info@anchorcommunitymgt.com. Renter newsletters are sent via email only.

### Civil Code Section 4041

- a. An owner of a separate interest shall, on an annual basis, provide written notice to the association of all of the following:
  1. The address or addresses to which notices from the association are to be delivered.
  2. An alternate or secondary address to which notices from the association are to be delivered.
  3. The name and address of his or her legal representative, if any, including any person with power of attorney or other person who can be contacted in the event of the owner's extended absence from the separate interest.
  4. Whether the separate interest is owner-occupied, is rented out, if the parcel is developed but vacant, or if the parcel is undeveloped land.
- b. The association shall solicit these annual notices of each owner and, at least 30 days prior to making its own required disclosure under Section 5300, shall enter the data into its books and records.
- c. If an owner fails to provide the notices set forth in paragraphs (1) and (2) of subdivision (a), the property address shall be deemed to be the address to which notices are to be delivered.

*(Added by Stats. 2016, Ch. 780, Sec. 1. Effective January 1, 2017.)*

### THANK YOU FOR WATERING

A big shout out to all the Upper Terrace folks who faithfully water the common area for which they are responsible! You are helping to preserve the Upper Terrace property values.



Upper Terrace residents who want their own irrigation timers set, need to arrange to have that taken care of by a person of their choice. Timers that are watering the owner's own landscape, and not the common area, are the responsibility of the owner to maintain.

# UPPER TERRACE

MAY 2017 NEWSLETTER

Annual Meeting: Thursday, June 15, 2017 6:00 pm

HOMEOWNERS ASSOCIATION

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## RODENT POISONS CAN KILL PETS & WILDLIFE

Anticoagulant rodenticides, commonly known as rat poison, are also responsible for the deaths of hawks, owls, bobcats, coyotes, mountain lions and pets each year. Domestic animals like dogs and cats are especially vulnerable to these poisons. Primary poisoning comes when the targeted animal consumes the rodenticide bait and leaves the bait box. They can live for up to 10 days, making the rodent easy prey for wild predators or house pets.

### City of Thousand Oaks Takes Action



In 2015, the City adopted a resolution to:

- Discontinue the use of anticoagulant rodenticides at City facilities.
- Urge businesses to discontinue selling or using rodenticides.
- Urge residents to discontinue purchasing and using rodenticides.

### What You Can Do

For businesses and homeowners- minimize elements (food, water, shelter) that are necessary for rodent to survive.

#### 1. Eliminate Access

- ✓ Seal all cracks and crevices that may lead into your home, garage, attic, and crawl spaces.
- ✓ Use ¼" metal mesh (not chicken wire) to seal off entry points, and steel wool for smaller holes.
- ✓ Maintain landscaping – Keep a two foot space between bushes and remove tree limbs within 3' of roof.

#### 2. Prevent Rodent Issues

- ✓ Keep trash & recycling areas clean; do not overfill containers.
- ✓ Secure trash cans & dumpsters from birds & rodents
- ✓ Don't feed birds or pets outdoors.

#### 3. Use Alternative Pest Control

- ✓ Install barn owl nesting boxes to encourage owls which are natural predators.
- ✓ Use mechanical traps such as capture, snap or electronic traps.
- ✓ Use a rodent exclusion company rather than an exterminator.

Upper Terrace HOA does not employ the services of a pest control company, but presumably some of the residents do.

For more information about eliminating the use of bait traps, please contact John Brooks at the City of Thousand Oaks, jbrooks@toaks.org or 805-440-2472.



### 'THE TERRACES' MONUMENT SIGN SLATED TO BE BUILT

The City of Westlake informed the Upper Terrace and Lower Terrace HOA's that they are the only HOA's in Westlake that do

not have an entry sign! So, the President of Lower Terrace HOA got busy and started making an entry sign project come to fruition! She has been working with Christine, President of Upper Terrace on the project.

It has finally been approved by all the necessary departments at the city and work is expected to begin in early May 2017. Lower Terrace is paying the majority of the money, with a much smaller amount being donated by Upper Terrace. The sign will sit on Lower Terrace ground at the entrance to Saddle Mountain from Triunfo Canyon, on the south side. Lower Terrace will be responsible for maintenance of the sign.

This project seems to be a win-win for Upper Terrace and will provide a substantial and classy look to the properties.

Thank you to Lower Terrace and to Christine from Upper Terrace for all the work you did to make this happen!



# UPPER TERRACE

FEBRUARY 2017 NEWSLETTER

Next Board Meeting: Thursday, April 6, 2017 6:00 pm

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HOMEOWNERS ASSOCIATION

## WESTLAKE VILLAGE COMMUNITY PARK & TRIUNFO YMCA

The park is located at 31107 Thousand Oaks Blvd. There is a one-way entrance and a one-way exit off of Thousand Oaks Blvd that can be accessed by vehicle, bicycle, or sidewalk during park hours.

The City's new Westlake Village Community Park along with the Triunfo YMCA facility features a 19-acre active park site and a 55,000 square feet facility for the YMCA, including the Dole Interactive Learning Center, Store, and Café.

### Westlake Village Community Park

The Westlake Village Community Park, once fully constructed, will contain eight acres of lighted synthetic turf athletic fields for soccer, baseball, softball, and other sports, a walking/jogging trail, skate park, picnic areas, outdoor volleyball and basketball courts, fitness equipment, restroom/concession facilities, and children's play areas.

### Triunfo YMCA

The Westlake Village Triunfo YMCA, once completed, will feature two indoor swimming pools, gymnasium and indoor basketball court, climbing wall, child activity

center, multipurpose rooms, and a healthy living center.

The ball fields are now available for rental Monday-Sunday from 7 am - 9 pm.

### Space For All Ages

With so many recreational opportunities available, the Westlake Village Community Park and YMCA will provide much needed field and court space to support existing regional youth sports organizations, while creating more recreational and event space for all ages to socialize, learn and enjoy.



### DOG PARK COMING TO WESTLAKE VILLAGE

This city project involves the design and construction of a dog park on City-owned land located at the southwest corner of Oak Crest Drive and Agoura Road.

This project is scheduled to begin in February 2017.

The city website indicates this dog park will have pet washing stations, play mounds with boulders, pet waste stations, a small dog entrance, drinking fountains, leash posts, water play areas and seating areas.

No mention of an estimate finish date was found on the city website.



30 Acre Site  
18 Acres Developed