

**THE TERRACE AT CANYON HILLS HOMEOWNERS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
SEPTEMBER 24, 2020
MINUTES**

NOTICE With due notice given and received, the Regular Meeting of the Board of Directors of The Terrace at Canyon Hills Homeowners Association was held on Thursday, September 24, 2020 at 6:30 P.M. via Zoom virtual meeting.

PRESENT Marlene Eckstein, President
Kim Fields, Vice President
Mark Badran, Secretary
Frank Aronoff, Treasurer
David Golbahar, Member at Large

Eric Fordyce, Platinum Management Group

ABSENT None

CALL TO ORDER The meeting was called to order by the Marlene Eckstein, President, at 7:39 P.M. with quorum of the Directors present.

OPEN FORUM There were nine (9) homeowners in attendance. Homeowners brought to the Board's attention questions regarding landscape/maintenance meeting agendas, information boxes, bulletin boards and owners welcoming notice.

COMMITTEE REPORTS Marlene Eckstein, Landscape Chairperson, provided the Board of Directors an update and recommendations.

Gene Levy, Maintenance Chairperson, not present. No recommendations.

Mark Badran, Communication Chairperson, provided an update regarding the association's website (www.theterraceatcanyonhills.com).

Sheila Deakin, Architectural Chairperson, provided the Board of Directors an update and recommendations.

Sheila Deakin, Parking Chairperson, provided a report of general violations and parking enforcement recommendations.

**EXECUTIVE
SESSION
DISCLOSURE**

In accordance with California Civil Code 4935(e), an executive session Board Meeting was held before the regular session Board Meeting on September 24, 2020 and the following topics were reviewed:

- A. Approved the September 21, 2020 and September 24, 2020 Executive Meeting Minutes
- B. Member Discipline
- C. Reviewed the September 21, 2020 Delinquency Report

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**TREASURER'S
REPORT**

As of the August 31, 2020 Financial Statement, the Operating Account reflects a year to date revenue of \$185,409.35 and a year to date expenditures of \$183,032.52.

The association also contributes \$30,132.00 a month to the Reserve Account per the approved annual budget. These funds are for future capital improvements and replacement components per the reserve study. The total Reserve Funds as of August 31, 2020 are \$1,227,230.29.

Total Accounts Receivables as of September 18, 2020 are \$4,229.17.

**CONSENT
CALENDAR**

The Board of Directors reviewed the consent calendar below.

- A. Approval of the August 27, 2020 Board of Directors Meeting Minutes. Following review and discussion, a motion was made by Marlene Eckstein and seconded by Frank Aronoff to approve the minutes as presented. The motion passed unanimously.
- B. Acceptance of the July 31, 2020 Financials. Following review and discussion, a motion was made by Marlene Eckstein and seconded by Mark Badran to approve the financials as presented. The motion passed 4-1 with David Golbahar abstaining.

NEW BUSINESS

A. Reserve CD Investments

The Board of Directors reviewed recommendation from Morgan Stanley to reinvest CDs. Following review and discussion, a motion was made by Frank Aronoff and seconded by Kim Fields to approve to transfer \$487,000 from Morgan Stanley and invest in a 4-month CD with an additional \$50,000 into a checking account to First Republic Bank. The motion passed unanimously.

B. Common Area Improvement Proposals

The Board of Directors reviewed proposals submitted by Carasso Construction as follows:

1. September Maintenance Inspection – 300 Circle. Following review and discussion, a motion was made by Frank Aronoff and seconded by Marlene Eckstein to approve the proposal, except the utility doors line item. The motion passed unanimously.
2. 420 San Nicholas – wood trim dry rot in the amount of \$360.00. Following review and discussion, a motion was made by Mark Badran and seconded by Frank Aronoff to approve the proposal as presented. The motion passed unanimously.

C. Landscape Improvements

The Board of Directors reviewed proposals submitted by Quezada Pro Landscaping as follows:

1. Sandbag Removal (100) located behind lower pool, in the amount of \$300.00. Following review and discussion, a motion was made by Mark Badran and seconded by Marlene Eckstein to approve the proposal as presented. The motion passed unanimously.

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2. Eucalyptus Tree Removal (2) 412 San Nicholas, in the amount of \$1,850.00. Following review and discussion, a motion was made by David Golbahar and seconded by Mark Badran to deny the proposal as presented. The motion died by a vote of 2-2-1., Kim Fields and David Golbahar opposed; Marlene Eckstein and Frank Aronoff approved and Mark Badran abstaining. The agenda item will be on the October board meeting.
3. Tree/Stump Removal -516 San Nicholas and Ficus Tree Removal at 623 San Nicholas in the amount of \$655.00. Following review and discussion, a motion was made by David Golbahar and seconded by Frank Aronoff to approve the proposal as presented. The motion passed unanimously.
4. Pine Tree Removal – 113 San Nicholas in the amount of \$450.00. Following review and discussion, it was the general consent of the Board of Directors to table this proposal to the October board meeting.

D. Annual Roof Maintenance Proposal

The Board of Directors reviewed proposals submitted by Jim Murray Roofing, Antis Roofing, and McCormack Roofing. Following review and discussion, a motion was made by Frank Aronoff and seconded by Mark Badran to approve the Jim Murray Roofing proposal in the amount of \$10,500.00. The motion passed unanimously.

E. Asphalt Sealcoat/Repair Proposals

The Board of Directors reviewed the proposal submitted by TLG Paving, Rose Paving and NPG Paving to do the asphalt sealcoat / Repairs. Following review and discussion, it was the general consent of the Board of Directors to table the proposal and request Management to obtain a proposal from the asphalt contractor that performed the sealcoating at CA Cove HOA.

F. 2020 Audit Review

The Board of Directors reviewed the draft audit for the year ending May 31, 2020 submitted by Inouye, Shively & Klatt. Following review and discussion, a motion was made by Frank Aronoff and seconded by Marlene Eckstein to approve the proposal as presented. The motion passed unanimously.

G. New Proposed Rule- Virtual Meeting Policy

The Board of Directors reviewed the proposed rule to suspend in person Board Meetings due to COVID 19 pandemic and approve as a permanent rule to mail to the membership for a 28-day review. Following review and discussion, a motion was made by David Golbahar and seconded by Frank Aronoff to approve the rule change and mail to the ownership for review. The motion passed unanimously.

H. New Proposed Rule-Anti-Harassment Policy

The Board of Directors Reviewed the Anti-Harassment Policy that was prepared by legal counsel. Following review and discussion, a motion was made by David Golbahar and seconded by Kim Fields to approve the policy as presented and mail to the ownership for 28-day review period. The motion passed unanimously.

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I. New Proposed Rule-Enforcement and Fine Policy

The Board of Directors Reviewed the Enforcement and Fine Policy that was prepared by legal counsel. Following review and discussion, a motion was made by David Golbahar and seconded by Kim Fields to approve the policy as presented and mail to the ownership for 28-day review period. The motion passed unanimously.

J. Board Member Requests

The Board of Directors reviewed Board Member Requests. Following review, a motion was made by Kim Fields and seconded by David Golbahar to table these items. The motion passed unanimously.

K. Homeowner Request

The Board of Directors reviewed homeowner request as follows:

1. Plumbing Reimbursement Appeal – 319 San Nicholas. Following review and discussion, a motion was made by Mark Badran and seconded by David Golbahar to approve the request for reimbursement of \$350.00 as presented. The motion passed unanimously.
2. Repipe Request-213 Santa Rosa Court. Following review and discussion, a motion was made by David Golbahar and seconded by Kim Fields to approve the request as presented. The motion passed 3-2 with Marlene Eckstein and Frank Aronoff against.
3. Homeowners comments on the Annual Meeting. Following review and discussion, it was the general consent of the Board of Directors to take no further action.

ADJOURN There being no further business, the meeting was adjourned at 9:24 P.M.

THE BOARD OF DIRECTORS APPROVED THESE MEETING MINUTES AT THE OCTOBER 22, 2020 BOARD MEETING.