

**THE TERRACE AT CANYON HILLS HOMEOWNERS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
SEPTEMBER 19, 2019
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 19, 2019 at 6:30 P.M. at the PMG office located at 65 Enterprise, 3rd Floor Conference Room – Huntington I, California.
- PRESENT** Gary Bittner, President
Mark Badran, Secretary
Frank Aronoff, Treasurer
Gene Levy, Director
- Eric Fordyce, Platinum Management Group
- ABSENT** David Golbahar, Vice President
- CALL TO ORDER** The meeting was called to order by the Gary Bittner, President, at 6:37 P.M. with quorum of the Directors present.
- OPEN FORUM** There were thirteen (13) homeowners in attendance. Homeowners brought to the Board’s attention questions regarding re-piping, loan and special assessment options and election results.
- COMMMITTEE REPORTS**
- Landscape Committee – Marlene Eckstein, Landscape Chairperson, provided the Board of Directors an update and recommendations.
- Maintenance Committee – Gene Levy, Maintenance Chairperson, provided recommendations regarding the Carasso Construction proposals provided to the Board for review.
- Communication Committee – Mark Badran, Chairperson, provided an update regarding the association’s website (www.theterraceatcanyonhills.com).
- Architectural Committee – Architectural applications were reviewed.
- 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 19, 2019 and the following topics were reviewed:
- A. Approved the August 22, 2019 Executive Meeting Minutes;
 - B. Member Discipline & Requests
 - C. Reviewed the August 31, 2019 Delinquency Report

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**TREASURER'S
REPORT**

As the August 31, 2019 Financial Statement, the Operating Account reflects a year to date revenue of \$186,986.59 and a year to date expenditures of \$207,812.30.

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, 2019 are \$1,092,966.85.

**CONSENT
CALENDAR**

The Board of Directors reviewed the consent calendar below. Following review and discussion, a motion was made by Gary Bittner and seconded by Gene Levy to approve the items on the consent calendar as presented. The motion passed unanimously.

- A. Approval of the August 22, 2019 Board of Directors Meeting Minutes
- B. Acceptance of the August 31, 2019 Financials

OLD BUSINESS

A. New Nuisance Rule Review

At the May and June board meetings, the Board of Directors reviewed a recommendation to approve and adopt a Nuisance Rule for the association. Following review and discussion, it was the general consent of the Board of Directors to table this topic to the next board meeting.

NEW BUSINESS

A. Landscape Improvement and Correspondence

The Board of Directors reviewed a proposal submitted by Quezada Pro Landscape as follows:

1. 2222 – Plants for 400 Santa Rosa in the amount of \$98.00. Following review and discussion, a motion was made by Gene Levy and seconded by Mark Badran to approve the proposal as presented. The motion passed unanimously.
2. 2060 – Clean up weeds retaining wall near 600's in the amount of \$1,500.00. Following review and discussion, a motion was made by Gene Levy and seconded by Mark Badran to approve the proposal as presented. The motion passed unanimously.
3. 2162 – Remove and grind stump at 618-617 in the amount of \$1,550.00. Following review and discussion, a motion was made by Gary Bittner and seconded by Frank Aronoff to approve the proposal as presented. The motion passed 3-1 with Gene Levy abstaining.
4. 2163 – Removal of two trees and grind stump and flush cut one tree in the amount of \$2,100.00. Following review and discussion, a motion was made by Gary Bittner and seconded by Frank Aronoff to approve the proposal as presented. The motion passed 3-1 with Gene Levy abstaining.
5. 2177 – Flush cut Washingtonian Palm in the amount of \$1,600.00. Following review and discussion, a motion was made by Gary Bittner and seconded by Frank Aronoff to approve the proposal as presented. The motion passed 3-1 with Gene Levy abstaining.

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6. 2211 – Remove dead grass at 511-510 fire road in the amount of \$2,850.00. Following review and discussion, a motion was made by Frank Aronoff and seconded by Gary Bittner to approve the proposal as presented. The motion passed 3-1 with Gene Levy against.

B. Parking Patrol Proposals

The Board of Directors reviewed proposals submitted by Patrol One and Courtesy Patrol for the new parking patrol for 9 inspections. Following review and discussion, a motion was made by Gary Bittner and seconded by Frank Aronoff to approve Courtesy Patrol for a cost of \$620.00 a month. The motion passed 3-1 with Gene Levy abstaining.

C. FHA Certification Renewal Proposal

The Board of Directors reviewed the renewed FHA certification. Following review and discussion, it was the general consent of the Board of Director to take no further action.

D. Annual Sewer Lateral Test / Inspection

The Board of Directors reviewed a proposal submitted by Severson Plumbing in the amount of \$3,960.00 to video inspect all sewer lateral lines or \$850.00 to video inspect the 20 lateral lines. Following review and discussion, motion was made by Gary Bittner and seconded by Frank Aronoff to approve option two in the amount of \$850.00 as presented. The motion passed unanimously.

E. Earthquake Insurance Proposal Review

The Board of Directors reviewed a proposal submitted by Labarre / Oksnee for earthquake insurance. Following review and discussion, it was the general consent of the Board of Directors to table the proposal until March 2020.

F. Holiday Lighting Proposal

The Board of Directors reviewed a proposal submitted by Shine Illumination in the amount of \$1,500.00 to install holiday light on the monument and wrap the Sycamore Trees by the monument. Following review and discussion, a motion was made by Gary Bittner and seconded by Mark Badran to approve the proposal as presented. The motion passed 3-1 with Gene Levy against.

G. Fire Lane Update / Correspondence

The Board of Directors reviewed an update from the engineer, Griffin Marvin, regarding the fire lane permit process. Following review and discussion, it was the general consent of the Board of Director to take no further action.

H. Appointment of Architectural Committee

The Board of Directors reviewed the resignation of the remaining architectural committee member on 9/20/19. Following review and discussion, it was the general consent of the Board of Directors to elect Shelia D. to the committee.

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I. Next Town Hall Meeting

The Board of Directors were asked by Management to discuss and schedule the next townhall meeting. Following review and discussion, it was the general consent of the Board of Director to table this topic.

J. Homeowner Correspondence/Discussion

The Board of Directors held discussion on the following topics:

1. 314 San Nicholas – Request to keep their extended patio in common area. Following review and discussion, a motion was made by Frank Aronoff and seconded by Mark Badran to deny the appeal and take no further action at this time. The motion passed 3-1 with Gene Levy against.
2. Gas meter key discussion. Following the discussion, it was the general consent of the Board of Directors that the gas meter key would be the homeowner's responsibility.

THE BOARD OF DIRECTORS APPROVED THESE MEETING MINUTES AT THE OCTOBER 23, 2019 BOARD MEETING.