

THE TERRACE AT CANYON HILLS HOMEOWNERS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
APRIL 25, 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, April 25, 2019 at 6:30 P.M. at Platinum Management Group Office located at 65 Enterprise, 3rd Floor – Conference Room – Huntington I in Aliso Viejo, California.

PRESENT Gary Bittner, President
David Golbahar, Vice President
Frank Aronoff, Treasurer
Mark Badran, Secretary
Gene Levy, Director

Eric Fordyce, Platinum Management Group
Brendan Concannon, Mutual of Omaha Bank

ABSENT None

CALL TO ORDER The meeting was called to order by the Gary Bittner, President, at 6:30 P.M. with quorum of the Directors present.

OPEN FORUM There were four (4) homeowners in attendance. Homeowners brought to the Board's attention the association's website wasn't working properly, guest parking and community wide capital repair projects.

COMMITTEE 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.terraceatcanyonhills.com).

Architectural Committee – There were no architectural applications to review.

**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 April 25, 2019 and the following topics were reviewed:

- A. Approved the March 28, 2019 Executive Meeting Minutes;
- B. Reviewed the March 31, 2019 Delinquency Report

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**TREASURER'S
REPORT**

As the March 31, 2019 Financial Statement, the Operating Account reflects a year to date revenue of \$616,682.10 and a year to date expenditures of \$720,768.82.

The association also contributes \$31,982 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 March 31, 2019 are \$1,033,742.75.

**CONSENT
CALENDAR**

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

- A. Approval of the March 28, 2019 Board of Directors Meeting Minutes
- B. Acceptance of the March 31, 2019 Financials

NEW BUSINESS

A. Community Loan Discussion with Financial Institution Representatives

Brendan Concannon with Mutual of Omaha Bank was in attendance to provide the Board of Directors and homeowners some oversight of the loan options for the tentative community wide projects (re-pipe, asphalt replacement, siding replacement, pool deck replacement, and fencing replacement) in the amount of \$2.5M. Following review and discussion with the representative, it was the general consent of the Board of Directors to not take any further action until the vote of the ownership.

B. Common Area Landscape Improvement Proposal

1. The Board of Directors reviewed a proposal submitted by Quezada Pro Landscape regarding landscape renovations behind unit 405 San Nicholas in the amount of \$392.00. Following review and discussion, a motion was made by Gene Levy and seconded by Frank Aronoff to approve the proposal as presented. The motion passed 3-2 with David Golbahar and Mark Badran vote against the motion.

2. The Board of Director reviewed a proposal submitted by Quezada Pro Landscape to convert the drip line irrigation to spray heads behind units 612 - 617 San Nicholas and behind units 400 - 405 in the amount of \$3,700.00. Following review and discussion, a motion was made by Gene Levy and seconded by Frank Aronoff to approve the proposal as presented. The motion passed 3-2 with David Golbahar and Mark Badran voted against the motion.

C. Common Area Improvement Proposals

The Board of Directors reviewed a proposal submitted by Carasso Construction regarding water intrusion into 321 San Nicholas from the exterior siding in the amount of \$4,980.00. 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.

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D. Reserve Study

The Board of Directors reviewed the proposed 2019/2020 on-site reserve study report completed by Association Reserves. Following review and discussion, a motion was made by Frank Aronoff and seconded by Mark Badran to approve the reserve study as presented. The motion passed 4-1 with Gene Levy voted against the motion.

E. 2019/2020 Proposed Budget

Per Civil Code 5300, the Board of Director is required to distribute an annual budget 30 days prior to the end of the fiscal year. The Board of Directors reviewed 3 proposed 2019/2020 budgets submitted by Management.

- a. 0.00% increase - \$397.00/month - Not funding reserves to the reserve analysis recommendations
- b. 11.38% increase –\$443.00/month - Funding the minimum contribution for keep Reserve above \$0
- c. 22.00% increase – \$485.00/month - Fully funding to the reserve analysis recommendation

Following review and discussion, a motion was made by Gary Bittner and seconded by Mark Badran to approve the budget with the 0.00% increase keeping the month assessment at \$397.00. The motion passed unanimously.

F. Annual Policy Statements and Annual Budget Report Approval

Per Civil Code §5300 and §5310, the association shall distribute an annual budget report and an annual policy statement 30 days before the end of its fiscal year. Management provided the annual budget report and annual policy statement for the Board to review. Following review and discussion, it was the general consent of the Board of Directors to approve the reports as presented.

G. Solar Energy System Agreement Discussion

The Board of Directors held a discussion regarding the owner of 111 Santa Rosa Court request to have the \$500.00 final roof inspection fee waived. Following review and discussion, a motion was made by Gene Levy and seconded by Frank Aronoff to deny the owner's request and to have the owner pay the actual cost for a final roof inspection by the association's roofing contractor. The motion passed unanimously.

H. Drywall Repairs Proposal

The Board of Directors reviewed a proposal submitted by Sean McClintock, association's drywaller, to make cosmetic drywall repairs for unit 213 Santa Rosa Court in the amount of \$1,465.00. Following review and discussion, a motion was made by Gene Levy and seconded by Frank Aronoff to not approve the proposal as presented as the drywall repairs are cosmetic, not structural.

ADJOURN

There being no further business, the meeting was adjourned at 8:45 P.M.

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