

THE TERRACE AT CANYON HILLS HOMEOWNERS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
JUNE 25, 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, June 25, 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 6:35 P.M. with quorum of the Directors present. Kim Fields was the Chairperson of the meeting.

OPEN FORUM There were twelve (12) homeowners in attendance. Homeowners brought to the Board's attention questions regarding landscaping, pool reopening, safe listing, patrol/towing, and parking rules.

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

Gene Levy, Maintenance Chairperson, not present.

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

Sheila Deakin, Architectural Chairperson, provided a summary of front and screen doors violations, and recommendation to amend the A/C Guidelines (door panels, screens/security doors and hardware), garage-safety concerns; and an architectural, parking and landscape letter to be approved by the Board of Directors.

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 June 25, 2020 and the following topics were reviewed:

- A. Approved the February 27, 2020 Executive Meeting Minutes
- B. Approved the May 28, 2020 Executive Meeting Minutes

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- C. Virtual Hearing Discussion
- D. Reviewed the June 19, 2020 Delinquency Report

**TREASURER'S
REPORT**

As the May 31, 2020 Financial Statement, the Operating Account reflects a year to date revenue of \$747,537.40 and a year to date expenditures of \$781,862.98.

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 May 31, 2020 are \$1,169,789.48.

**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 Marlene Eckstein to approve the consent calendar as presented. The motion passed 4-1 with David Golbahar abstaining.

- A. Approval of the February 27, 2020 Board of Directors Meeting Minutes
- B. Acceptance of the February 29, 2020 Financials
- C. Acceptance of the March 31, 2020 Financials
- D. Acceptance of the April 30, 2020 Financials
- E. Acceptance of the May 31, 2020 Financials
- F. Ratification of the Resolution to Suspend In-Person Meetings and Adopt Policy for Telephone and Videoconference Meetings, Petition Enclosed

NEW BUSINESS

A. Common Area Improvement Proposals

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

1. June Maintenance Inspection Including units – 101, 112, 301 and 305. Following review and discussion, a motion was made by Frank Aronoff and seconded by David Golbahar to table the proposal as presented. The motion passed 3-2 with Marlene Eckstein and Mark Badran abstaining.
2. Community Wide Asphalt/Concrete Stenciling “No Parking, Guest Only, Fire Lane” in the amount of \$3,456.00. Following review and discussion, a motion was made by Frank Aronoff and seconded by David Golbahar to table the proposal as presented. The motion passed 3-2 with Marlene Eckstein and Mark Badran abstaining.
3. 419 San Nicholas – Trex balcony top rail replacement in the amount of \$1,280.00. Following review and discussion, a motion was made by David Golbahar and seconded by Marlene Eckstein to deny the proposal. The motion passed unanimously.
4. 419 San Nicholas - Siding repairs and front door replacement in the amount of \$1,640.00. Following review and discussion, a motion was made by David Golbahar and seconded by Marlene Eckstein to deny the proposal. The motion passed unanimously.
5. 217 Santa Rosa Court – Wood trim replacement due to termites in the amount of \$3,302.00. Following review and discussion, a motion was made by Frank Aronoff and seconded by Mark Badran to approve the proposal as presented. The motion passed unanimously.

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6. 106 Santa Rosa Court – Wood trim due to termites in the amount of \$990.00. Following review and discussion, a motion was made by Frank Aronoff and seconded by Mark Badran to approve the proposal as presented. The motion passed unanimously.
7. 622 San Nicholas – Siding Repair due to water intrusion in the amount of \$1,655.00. 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.

General Termite Repairs - Following review and discussion, a motion was made by David Golbahar and seconded by Mark Badran to approve Management a \$2,000.00 authorization to make termite repairs without Board approval. Motion passed with Marlene Eckstein and Frank Aronoff opposed.

B. Landscape Improvements and Concerns

The Board of Directors reviewed homeowner correspondence and proposals submitted by Quezada Landscape as follows:

1. Quezada Pro Landscape Report – 412 San Nicholas – Eucalyptus tree condition. Following review and discussion, it was the general consent of the Board of Director to review the report presented.
2. Proposal #3287 to remove and grind 2 Eucalyptus trees in the amount of \$1,850.00. Following review and discussion, a motion was made by David Golbahar and seconded by Kim Fields to wait 1 year and re-evaluate the trees. The motion did not pass 2 – 3 with Marlene Eckstein, Mark Badran and Frank Aronoff opposed.
3. 412 San Nicholas – Owner correspondence regarding deck and possible slope movement. Following review and discussion, a motion was made by Frank Aronoff and seconded by David Golbahar to instruct Management to obtain proposals for a soil engineer to evaluate the possible slope movement. The motion passed unanimously.
4. EDA (Environmental Design Associates) submitted a condition report regarding the 2 Giant Birds of Paradise and the Papaya in the courtyard of 220 Santa Rosa Court. Following review and discussion, a motion was made by Mark Badran and seconded by Frank Aronoff to approve the plant removal recommendation. The landscape committee and owner will need to agree with the plant replacement before the owner plants are removed. The motion passed unanimously.

C. Reopening the Pools Discussion

The Board of Directors held a discussion regarding reopening the pools following review and discussion, a motion was made by Frank Aronoff and seconded by Kim Fields to reopen the pools for 90 days starting on July 3, 2020 with signage, remove the tables and chairs, occupancy reduced, no pool monitors, disinfecting the pool areas once a day 7 days a week, showers and bathrooms will be open, but the BBQ area will remain closed. The motion passed 3 - 2 with Marlene Eckstein and David Golbahar opposed.

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D. Janitorial Contract Termination / Proposals

The Board of Directors reviewed Anna Walkers Maintenance volunteer termination notice as of June 30, 2020 and proposals submitted by Personal Touch and Beneficial Maintenance for janitorial services. Following review and discussion, a motion was made by Frank Aronoff and seconded by Marlene Eckstein to approve Personal Touch as presented. The motion passed unanimously.

E. Roof Repair Proposal

The Board of Directors reviewed a proposal submitted by Jim Murray Roofing for a roofing repair in the amount of \$2,785.00 for 608 San Nicholas detached garage. Following review and discussion, a motion was made by Marlene Eckstein and seconded by Mark Badran to approve the proposal as presented. The motion passed 4-1 with Frank Aronoff abstained.

F. Appointment of Inspector of Elections

The Board of Directors reviewed the requests from Giovanna Fazio (520 San Nicholas), Mary Roman, (405 San Nicholas), and Sheila Mary Deakin (408 San Nicholas) to be the Inspector of Elections for the annual meeting that will be held in September 2020. Following review and discussion, a motion was made by Frank Aronoff and seconded by David Golbahar to approve the three homeowners to be the Inspector of Elections. The motion passed unanimously.

G. CA Cove Shared Amenities Agreement Invoice

The Board of Directors reviewed the supporting documentation for the annual payment of the Shared Amenities Agreement. 2018/2019; 2019/2020 and the 2020/2021 invoices totaling \$6,867.00 have not be paid due to the lack of the supporting documentation submitted by CA Cove Board of Directors. Following review and discussion, a motion was made by Frank Aronoff and seconded by Mark Badran to table this topic and request proof of payment or proposals to justify the cost to CA Cove. The motion passed unanimously.

H. Association's Collection Policy Review

The Board of Directors reviewed the current Association Collection Policy. Following review and discussion it was the general consent of the Board of Directors to not to take any further action.

I. Reinstatement Proposal for CC&R & By-Laws

The Board of Directors reviewed a proposal submitted by the association's attorney, Wayne Louvier with Adams / Stirling to reinstate the association's CC&Rs and By-laws in the amount of \$7,500.00. Following review and discussion, a motion was made by Marlene Eckstein and seconded by David Golbahar to table the proposal until after the Annual Meeting. The motion passed unanimously.

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J. Annual Calendar Approval

The Board of Directors reviewed the 2020/2021 Annual Calendar and the 2020/2021 Reserve Executive Summary that outlines the components with a remaining life of “0” and “1” should be addressed in 2020/2021. Following review and discussion, a motion was made by David Golbahar and seconded by Marlene Eckstein to approve the calendar as presented. The motion passed unanimously.

K. Board of Directors / Homeowner Request

The Board of Directors reviewed homeowner request as follows:

1. Architectural Appeal – 210 Santa Rosa, tile on the patio and screen door. Following review and discussion, a motion was made by Frank Aronoff and seconded by Mark Badran to approve the tile but not the screen door. The motion passed unanimously.
2. Safelist Request – 301 San Nicholas due to her son being in wheelchair from surgery. Following review and discussion, a motion made by Kim Field and seconded by David Golbahar to deny the request. The motion passed 4-1 with Marlene Eckstein abstaining.
3. Towing Reimbursement – 301 San Nicholas in the amount of \$415.00. Following review and discussion, a motion was made by David Golbahar and seconded by Frank Aronoff to deny the request for a reimbursement. The motion passed 4-1 with Marlene Eckstein abstaining.
4. Increase Bait Stations – 219 Santa Rosa. Following review and discussion, a motion was made by Frank and seconded by Marlene Eckstein to approve extra bait stations near her home for 90 days. The motion passed unanimously.
5. Plumbing Reimbursement – 319 San Nicholas Court root intrusion in the amount of \$350.00. Following review and discussion, a motion was made by Kim Fields and seconded by David Golbahar to deny the request. The motion passed unanimously.
6. Plumbing Reimbursement – 200 Sant Rosa Court for a pipe reroute in the amount of \$3,970.00. Following review and discussion, a motion was made by Frank Aronoff and seconded by David Golbahar to deny the request. The motion passed unanimously.
7. Tow Reimbursement – 228 Santa Rosa Court in the amount of \$305.00. Following review and discussion, a motion was made by Frank Aronoff and seconded by Marlene Eckstein to deny the request. The motion passed unanimously.
8. Tow Reimbursement – 111 Santa Rosa Court in the amount of \$305.00. Following review and discussion, a motion was made by Marlene Eckstein and seconded by David Golbahar to deny the request. The motion passed 4-1 with Kim Fields abstaining.
9. Tow Reimbursement – 215 Santa Rosa Court (tenant) in the amount of \$305.00. Following review and discussion, a motion was made by Marlene Eckstein and seconded by Frank Aronoff to deny the request. The motion passed unanimously.
10. Towing Complaint / Reimbursement – 221 Santa Rosa Court in the amount of \$415.00. Following review and discussion, a motion was made

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by Frank Aronoff and seconded by Marlene Eckstein to deny the request.
The motion passed unanimously

ADJOURN There being no further business, the meeting was adjourned at 12:15 A.M.

THE BOARD OF DIRECTORS APPROVED THESE MEETING MINUTES ON JULY 23, 2020.