

THE TERRACE AT CANYON HILLS HOMEOWNERS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
JANUARY 23, 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, January 23, 2020 at 6:30 P.M. at the PMG office located at 65 Enterprise, 3rd Floor Conference Room – Huntington I, California.

PRESENT Marlene Eckstein, President
Kim Fields, Vice President
Mark Badran, Secretary
Frank Aronoff, Treasurer (entered at 7:45 p.m.)
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 6:41 P.M. with quorum of the Directors present.

OPEN FORUM There were ten (10) homeowners in attendance. Homeowners brought to the Board's attention questions regarding landscaping, repiping, fines, exterior of the homes, fire lane and violations.

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

Gene Levy, Maintenance Chairperson, provided recommendations regarding the Carasso Construction proposals provided to the Board for review.

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

**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 January 23, 2020 and the following topics were reviewed:

- A. Approved the November 21, 2019 Executive Meeting Minutes;
- B. Legal Review
- C. Hearing
- D. Reviewed the November 30, 2019 Delinquency Report

**TREASURER'S
REPORT**

As the November 30, 2019 Financial Statement, the Operating Account reflects a year to date revenue of \$376,149.85 and a year to date expenditures of \$424,943.31.

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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 November 30, 2019 are \$1,160,267.92.

**CONSENT
CALENDAR**

The Board of Directors reviewed the consent calendar below. Following review and discussion, a motion was made by Mark Badran and seconded by Kim Fields to approve the consent calendar as presented. The motion passed unanimously.

- A. Approval of the November 32, 2019 Board of Directors Meeting Minutes
- B. Acceptance of the November 30, 2019 Financials

NEW BUSINESS

A. Landscape Improvement Proposals

1. The Board of Directors reviewed a proposal submitted by Quezada Pro Landscape in the amount of \$490.00 for January landscape renovations. Following review and discussion, a motion was made by Marlene Eckstein and seconded by Kim Fields to not to take any further action with this proposal. The motion passed unanimously.
2. The Board of Directors reviewed a proposal submitted by Quezada Pro Landscape in the amount of \$300.00 to remove the 2 black birds of paradise in the 215 Santa Rosa Court courtyard as there is potential damage to the sidewalk and foundation. 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 3-1-1 with David Golbahar abstaining and Kim Fields against.
3. The Board of Directors reviewed a proposal submitted by Quezada Pro Landscape in the amount of \$1,250.00 to flush cut 3 eucalyptus trees in front of 317 San Nicolas and behind 423 San Nicholas. Following review and discussion, a motion was made by Marlene Eckstein and seconded by Frank Aronoff to approve to remove 1 of the 3 eucalyptus trees in the amount of \$650.00. The motion passed 3-1-1 with David Golbahar abstaining and Kim Fields against.
4. The Board of Directors reviewed a proposal submitted by Environmental Design Associates (EDA) outlining their design fee in the amount of \$2,750.00 per 400 San Nicholas request. Following review and discussion, a motion was made by Mark Badran and seconded by Kim Fields to not approve the proposal as presented. The motion passed unanimously.
5. The Board of Directors reviewed a checklist outlining the units the homeowners are taking care of their courtyard landscaping submitted by Quezada Pro Landscape. Following review and discussion, a motion was made by Mark Badran and seconded by Kim Fields to approve homeowner to do their own landscaping. The motion passed 4-1 with Frank Aronoff abstaining.

B. Common Area Improvement Proposals

1. The Board of Directors reviewed a proposal submitted by Carasso Construction for the December maintenance inspection punch lists regarding a variety of repairs to the common area of the 600 circles which

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is outside of the budget. 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 3-2 with Kim Fields and David Golbahar against.

2. The Board of Directors reviewed a proposal submitted by Carasso Construction for the December maintenance inspection punch lists regarding a variety of repairs to the common area of the 600 circles which is outside of the budget. 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 3-2 with Kim Fields and David Golbahar against.
3. The Board of Directors reviewed a proposal submitted by Carasso Construction in the amount of \$1,070.00 for termite wood repairs for unit 614 San Nicholas. 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.
4. The Board of Directors reviewed a proposal submitted by Carasso Construction in the amount of \$605.00 for kitchen window wood repairs for unit 613 San Nicholas. 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.

C. 2020 New Election Rules

The Board of Directors reviewed the new election rules to comply with the new law per the Senate Bill 323 implemented on January 1, 2020. Following review and discussion, a motion was made by Frank Aronoff and seconded by Mark Badran to remove rule 3.2(b) and approve the rules to be mailed to the ownership for a 28-day comment review period before the Board can adopt the election rules at the February 27th board meeting. The motion passed unanimously.

D. Community Wide Re-pipe Proposal

The Board of Directors reviewed proposals submitted by AMA Repiping and Severson Plumbing to perform a community wide repipe with PEX pipe. Following review and discussion, it was the general consent of the Board of Directors to table approval for the February 6, 2020 Executive Meeting and request to have Severson Plumbing and Legal counsel present for the meeting.

E. Pool Area Water Heater Proposal

The Board of Directors reviewed a proposal submitted by Severson Plumbing with 2 options to install a new burner and gas control kits in the amount of \$998.00 or to replace the water heater in the amount of \$1,530.00. Following review and discussion, a motion was made by Mark Badran and seconded by Kim Fields to approve the proposal to replace the water heater in the amount of \$1,530.00. The motion passed unanimously.

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F. Upper Spa Pump Replacement Proposal

The Board of Directors reviewed a proposal submitted by Best Pool Service in the amount of \$1,402.59 to replace the upper spa pump. Following review and discussion, a motion was made by Kim Fields and seconded by Mark Badran to approve the proposal as presented. The motion passed unanimously.

G. Annual Insurance Renewal

The Board of Directors reviewed a proposal submitted by Farmers Insurance and LaBarre/Oksnee Insurance provide a proposal in the amount of 28,858.00 to renew the annual insurance for the Association. Following review and discussion, a motion was made by Kim Fields and seconded by David Golbahar to approve the LaBarre/Oksnee Insurance proposal as presented. The motion passed unanimously.

H. Annual Roof Inspection Closure Packet / Roof Repair Proposal

1. The Board of Directors reviewed the annual roof maintenance and gutter cleaning closeout packet submitted by Jim Murray Roofing. Following review and discussion, no further action was required.
2. The Board of Directors reviewed a proposal submitted by Jim Murray Roofing in the amount of \$3,196.00 for 622 San Nicholas. Following review and discussion, a motion was made by Mark Badran and seconded by Kim Fields to approve the proposal as presented. The motion passed unanimously.

I. Audit and Tax Preparation Proposal

The Board of Directors reviewed a proposal submitted by Inouye, Shively & Klatt in the amount of \$1,100.00 (\$775.00 Audit, \$325.00 Income Taxes) for the May 31, 2020 fiscal year end audit and tax preparation. 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.

J. Maintenance / Parking Committee Appointment

The Board of Directors held a discussion regarding appointing a maintenance and parking committee. Following discussion, a motion was made by Kim Fields and seconded by Marlene Eckstein to establish both committees. The motion passed unanimously.

K. Parking Assessment Presentation

The Board of Directors watched a presentation done by Sheila Deakin, 408 San Nicholas regarding a parking assessment. Following review and discussion, it was the general consent of the Board of Directors to take no further action at this time.

L. Board of Directors / Homeowner Requests

The Board of Directors reviewed correspondence regarding light repairs, repipe options and an owner-occupied report. Following review and discussion, it was the general consent of the Board of Directors to take no further action at this time.

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ADJOURN There being no further business, the meeting was adjourned at 9:35 P.M.

THE BOARD OF DIRECTORS APPROVED THESE MEETING MINUTES ON FEBRUARY 27, 2020.