

THE TERRACE AT CANYON HILLS HOMEOWNERS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
OCTOBER 23, 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 Wednesday, October 23, 2019 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
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 6:40 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 re-piping, general loan, landscaping, communication, lights and smoking in the community.

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 October 23, 2019 and the following topics were reviewed:

- A. Approved the September 19, 2019 Executive Meeting Minutes;
- B. Member Discipline & Requests
- C. Reviewed the September 30, 2019 Delinquency Report

TREASURER'S REPORT

As the September 30, 2019 Financial Statement, the Operating Account reflects a year to date revenue of \$250,078.28 and a year to date expenditures of \$285,535.18.

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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 September 30, 2019 are \$1,112,420.55.

**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 items on the consent calendar as presented. The motion passed unanimously.

- A. Approval of the September 19, 2019 Board of Directors Meeting Minutes
- B. Acceptance of the September 30, 2019 Financials

OLD BUSINESS

A. New Nuisance Rule Review

At the May through September board meetings, the Board of Directors reviewed a recommendation to approve and adopt a Nuisance Rule for the association. Following review and discussion, a motion was made by David Golbahar and seconded by Kim Fields to table this item until the CC&Rs will be revised. The motion passed 4-1 with Marlene Eckstein abstained.

NEW BUSINESS

A. Landscape Improvement and Correspondence

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

1. October landscape renovations in the amount of \$427.00. Following review and discussion, a motion was made by Frank Aronoff and seconded by Marlene Eckstein to approve the removal of turf and install mulch at the area across for unit 617 in the amount of \$280.00. The motion died 2-3 with Kim Fields, Mark Badran and David Golbahar against. Then a motion was made by Marlene Eckstein and seconded by Frank Aronoff to approve the planting of rosemary next to unit 629 by the wall in the amount of 147.00. The motion passed 3-2 with Kim Fields and David Golbahar against.
2. Flush cut a liquid Amber tree behind 112 Santa Rosa Court in the amount of \$935.00. 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 3-2 with David Golbahar and Kim Fields against.

B. Common Area Improvement Proposals

1. The Board of Directors reviewed a proposal submitted by Carasso Construction for the September and October maintenance inspection punch lists regarding a variety of repairs to the common area of the 300 and 400 circles which is outside of the budget. 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 3-2 with David Golbahar and Kim Fields against.
2. The Board of Directors reviewed a proposal submitted by Carasso Construction to perform destructive testing at the rear of 615 San Nicholas at \$58.00 / hour + materials. Following review and discussion, a motion

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was made by Frank Aronoff and seconded by Marlene Eckstein to approve the testing with a 4-hour not to exceed. The motion passed unanimously.

C. Pressure Regulator / Sewer Lateral Line Proposals

The Board of Directors reviewed a proposal submitted by Severson Plumbing to replace the failed double union and single union regulators during the community wide inspection performed in September 2019. Also, the Board of Directors reviewed a proposal submitted by Severson Plumbing to repair 216 Santa Rosa sewer lateral line and all concrete replacement in the amount of \$18,731.00. Following review and discussion, it was the general consent of the Board of Directors to table this topic and get comparative proposals from different plumbing companies.

D. LED Pool Light Proposal – San Nicholas Pool

The Board of Directors reviewed a proposal submitted by Best Pool Service to replace the San Nicholas pool LED light in the amount of \$811.81. Following review and discussion, it was the general consent of the Board of Directors to deny the proposal and replace the pool light like for like.

E. 2019 Audit Review

The Board of Directors reviewed the draft audit submitted by Inouye, Shively & Klatt for year ending May 31, 2019. Following review and discussion, it was the general consent of the Board of Directors to approve the audit and mail to the membership.

F. Board of Directors Email Etiquette

The Board of Directors reviewed information from the Davis Stirling Act regarding board discussions, approvals and guidance by email. Following review and discussion, it was the general consent of the Board of Directors to agree to follow the Davis Stirling Act as presented.

G. New CA Law – SB 323

The Board of Directors reviewed the newly signed bill (SB323) Election Rules which becomes law on January 1, 2020 submitted by Management. Following review and discussion, it was the general consent of the Board of Directors to not take any further action until January 1, 2020.

H. Fire Lane Update

The Board of Directors reviewed correspondence from Management to Marvin Belle, Engineer, regarding the fire lane. Following review and discussion, it was the general consent of the Board of Directors to not to take any further action as the grass will be removed in mid -November 2019.

I. Parking Patrol Post Orders Review

The Board of Directors reviewed a copy of the Courtesy Patrol's post orders that outlines their directives for the parking enforcement of the community. Following review and discussion, it was the general consent of the Board of Directors to approve the post orders presented and to have Courtesy Patrol use Beach Cities Towing for towing.

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J. Capital Repair Projects Update

The Board of Directors held a discussion regarding Management's request of a directive regarding the capital repair projects – repipe, asphalt replacement, pool decking replacement, siding replacement and fence replacement as well as the townhall meeting, loan, and special assessment. Following the discussion, it was the general consent of the Board of Directors to have management provide the repipe (PEX Piping) scope of work for the Board to approve at the next board meeting.

K. Homeowner Correspondence/Discussion

The Board of Directors held discussion on the following topics:

1. 317 San Nicholas – consultation request regarding approval of the pine tree removal. Following review and discussion, it was the general consent that no further action was required as the tree removal was approved at the September board meeting.
2. 422 San Nicholas – Architectural Request for new front door. Following the discussion, it was the general consent of the Board of Directors to have the new architectural committee review the application.
3. 219 Santa Rosa – Artisan apartment monument encroachment. Following review and discussion, a motion was made by Frank Aronoff and seconded by Marlene Eckstein to direct management to provide a surveyor proposal for the board to review. The motion passed unanimously.
4. 511 San Nicholas – Safelist – 30-day extension. Following review and discussion, a motion was made by Marlene Eckstein and seconded by Kim Fields to deny the request. The motion passed 3-2 with Mark Badran and David Golbahar abstaining.
5. 213 San Nicholas – Safelist extension. Following review and discussion, a motion was made by Marlene Eckstein and seconded by Mark Badran to grant an extension for 90 days for medical condition care through the end of the year. The motion passed 4-1 with David Golbahar abstaining.
6. 313 San Nicholas – Repiping comments and concerns. Following review and discussion, it was the general consent of the Board of Directors to take no further action, discussion only.
7. 121 Santa Rosa – Rat bait station notice in bulletin boards. Following review and discussion, it was the general consent of the Board of Directors to deny the request.
8. 105 Santa Rosa – Coyote Activity / Sign. Following review and discussion, it was the general consent of the Board of Directors to take no further action as the City installed signs.

ADJOURN There being no further business, the meeting was adjourned at 11:55 P.M.

THE BOARD OF DIRECTORS APPROVED THESE MEETING MINUTES AT THE NOVEMBER 21, 2019 BOARD MEETING.