

THE TERRACE AT CANYON HILLS HOMEOWNERS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
JULY 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, July 23, 2020 at 6:30 P.M. via Zoom virtual meeting.

PRESENT Marlene Eckstein, President
Kim Fields, Vice President
Frank Aronoff, Treasurer
David Golbahar, Member at Large

Eric Fordyce, Platinum Management Group

ABSENT Mark Badran, Secretary

CALL TO ORDER The meeting was called to order by the Marlene Eckstein, President, at 6:42 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, parking, asphalt, and siding.

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, made a request to the Board of Directors to send out an AC/Parking and Landscape Letter. Following review and discussion, a motion was made by Marlene Eckstein and seconded by Frank Aronoff to approve the letter. No further action was taken due to a split decision as Kim Fields and David Golbahar opposed.

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 July 23, 2020 and the following topics were reviewed:

- A. Approved the June 25, 2020 Executive Meeting Minutes
- B. Leak Reimbursement / Litigation Review

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- C. Homeowner correspondence
- D. Reviewed the July 16, 2020 Delinquency Report

**TREASURER'S
REPORT**

As the June 30, 2020 Financial Statement, the Operating Account reflects a year to date revenue of \$60,750.89 and a year to date expenditures of \$49,712.66.

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 June 30, 2020 are \$1,203,951.31.

Total Accounts Receivables as of July 16, 2020 are \$7,600.59

CD Investments – Morgan Stanley \$285K reinvestment CDs. Following review and discussion, it was the general consent of the Board of Directors to table this topic to the August board meeting.

**CONSENT
CALENDAR**

The Board of Directors reviewed the consent calendar below.

- A. Approval of the June 25, 2020 Board of Directors Meeting Minutes. Following review and discussion, a motion was made by Frank Aronoff and seconded by Marlene Eckstein to approve the minutes as amended. The motion passed unanimously.
- B. Acceptance of the June 30, 2020 Financials. Following review and discussion, a motion was made by Frank Aronoff and seconded by Marlene Eckstein to approve the financials as presented. The motion passed 3-1 with David Golbahar abstaining.

NEW BUSINESS

A. Common Area Landscaping / Tree Trimming Proposals

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

- 1. Proposal #3344 in the amount of \$2,600.00 to remove all the weeds, dead plant material in the fire fuel zone slope above the upper pool. 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 3-1 with David Golbahar opposed.
- 2. Quezada Pro Landscape submitted a proposal in the amount of \$17,975.00 to perform the annual tree trimming in the Fall 2020. 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 3-1 with David Golbahar opposed.

B. Common Area Improvement Proposals

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

- 1. July Maintenance Inspection – 100 Circle. Following review and discussion, a motion was made by Frank Aronoff and seconded by Marlene Eckstein to approve the proposal as presented. No further action

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was taken due to a split decision as Kim Fields and David Golbahar opposed. The proposal will be added to the August agenda.

2. 412 San Nicholas – wood trim dry rot/termites in the amount of \$320.00. 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.
3. 305 San Nicholas – wood trim dry rot in the amount of \$1,421.00. Following review and discussion, a motion was made by Frank Aronoff and seconded by Marlene Eckstein to approve the proposal as presented. No further action was taken due to a split decision as Kim Fields and David Golbahar opposed. The proposal will be added to the August agenda.
4. 301 San Nicholas – wood trim dry rot in the amount of \$980.00. Following review and discussion, a motion was made by Frank Aronoff and seconded by Marlene Eckstein to approve the proposal as presented. No further action was taken due to a split decision as Kim Fields and David Golbahar opposed. The proposal will be added to the August agenda.
5. 101 Santa Rosa – convex mirror by garage in the amount of \$425.00. Following review and discussion, a motion was made by Frank Aronoff and seconded by Marlene Eckstein to approve the proposal as presented. No further action was taken due to a split decision as Kim Fields and David Golbahar opposed. The proposal will be added to the August agenda.
6. 112 Santa Rosa – wood trim dry rot in the amount of \$3,260.00. Following review and discussion, a motion was made by Frank Aronoff and seconded by Marlene Eckstein to approve the proposal as presented. No further action was taken due to a split decision as Kim Fields and David Golbahar opposed. The proposal will be added to the August agenda.
7. Guest parking sign proposal – 10 custom signs in the amount of \$2,690.00. Following review and discussion, a motion was made by Frank Aronoff and seconded by Marlene Eckstein to approve the proposal as presented. No further action was taken due to a split decision as Kim Fields and David Golbahar opposed. The proposal will be added to the August agenda.

C. Janitorial Contract Proposal

The Board approved Personal Touch at the June meeting. Personal Touch realized the mistake they made and resubmitted a revised proposal to clean both pool areas, not one pool area. The new monthly amount is \$2,289.00 which is 7 days of cleaning per week. The current 2020/2021 janitorial budget is \$260.00 per month. Following review and discussion, a motion was made by Frank Aronoff and seconded by Kim Fields to terminate the janitorial service and have Management obtain new proposals for janitorial service. The motion passed 3-1 with David Golbahar opposed.

D. Slope Evaluation Proposals

The Board of Directors reviewed proposals submitted by American Geotechnical and GMU for an initial site inspection review for the soil regarding 412 San Nicholas deck movement. Following review and discussion, a motion was made by David Golbahar and seconded by Marlene

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Eckstein to approve American Geotechnical in the amount of \$1,500.00. The motion passed 3-1 with Kim Fields opposed.

E. Upper Pool Shower Water Heater Proposal

The Board of Directors reviewed a proposal submitted by Severson Plumbing to replace the upper pool shower water heater in the amount of \$1,540.00 as the water heater is 14 years old. Following review and discussion, a motion was made by Frank Aronoff and seconded by Kim Fields to approve the proposal as presented. The motion passed 3-1 with David Golbahar opposed.

F. Concrete Foundation Leveling Proposals

The Board of Directors reviewed correspondence from 217 Santa Rosa Court requesting the association to level the concrete foundation. The owner provided a proposal from MAC Flooring in the amount of \$4,275.00. Management provide a proposal from MMC Construction in the amount of \$4,050.00. Following review and discussion a motion was made by David Golbahar and seconded by Frank Aronoff to approve to level the floor. Following further discussion, the motion did not pass 1-3 with Frank Aronoff, Marlene Eckstein and Kim Fields opposed.

G. Appointment of Inspector of Elections

The Board of Directors reviewed a new inspector of election request from Steven Telish (412 San Nicholas). At the June Meeting the Board of Directors appointed Giovanna Fazio (520 San Nicholas), Mary Roman, (405 San Nicholas), and Sheila Mary Deakin (408 San Nicholas) to be the 2020/2021 Inspector of Elections. However, Sheila Deakin submitted her Board of Director candidacy statement therefore, Sheila Deakin cannot be an Inspector of Elections. Following review and discussion a motion was made by David Golbahar and seconded by Kim Fields to approve Steve Telish as the third inspector of election for the Annual Meeting in September 2020. The motion passed unanimously.

H. Homeowner Request

The Board of Directors reviewed homeowner request as follows:

1. Architectural Appeal – 300 San Nicholas, screen door variance. Following review and discussion, a motion was made by Kim Fields and seconded by David Golbahar to deny the screen door. The motion passed 2-1-1 with Marlene Eckstein opposed and Frank Aronoff abstained.
2. Plumbing Reimbursement Appeal – 319 San Nicholas. Following review and discussion, it was the general consent of the Board of Directors to table a decision to the August meeting per the homeowner's request.
3. Towing Reimbursement – 606 San Nicholas in the amount of \$415.00. Following review and discussion, a motion was made by Kim Fields and seconded by Marlene Eckstein to deny the request for a reimbursement. The motion passed unanimously.
4. Towing Complaint – 222 Santa Rosa. Following review and discussion, it was the general consent of the Board of Directors to take no further action.

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5. Pool Reopening Rule change – 320 San Nicholas. Following review and discussion, a motion was made by David Golbahar and seconded by Kim Fields to deny the request. The motion passed unanimously.
6. Community Survey – 602 Sant Rosa Court. Following review and discussion, a motion was made by Kim Fields and seconded by David Golbahar to table the request for 60 days. The motion passed unanimously.
7. Slab Leak / Water Bills - Following review and discussion, it was the general consent of the Board of Directors to request a copy of the owner's water bills when there is a slab leak.

ADJOURN There being no further business, the meeting was adjourned at 12:09 A.M.

THE BOARD OF DIRECTORS APPROVED THESE MEETING MINUTES ON AUGUST 25, 2020.