

THE TERRACE AT CANYON HILLS HOMEOWNERS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
OCTOBER 28, 2021
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, October 28, 2021, at 6:30 P.M. via Zoom virtual meeting.
- PRESENT** Sheila Deakin, President
Marcia Hollander, Vice President
Frank Aronoff, Treasurer
Marlene Eckstein, Secretary
Wiam Elbettar, Member at Large

Eric Fordyce, Platinum Management Group
- ABSENT** None
- CALL TO ORDER** The meeting was called to order by Sheila Deakin, President, at 7:21 P.M. with quorum of the Directors present.
- OPEN FORUM** There were fifteen (15) homeowners present, 10 by virtual and 5 in person. The topics discussed were solar panels, color of lower spa, reserve payback, landscape walk, tree trimming, contractor walking softly on the roof during maintenance, exterior cameras, new Senate Bills for 2022, and repiping.
- COMMITTEE REPORTS** Finance Committee Chairperson, Paige Strayer
Landscape Chairperson - Marlene Eckstein
Maintenance Committee Chairperson, Marcia Hollander,
Communication Co-Chairperson, Sheila Deakin and Wiam Elbettar
Architectural Chairperson, Evelyn Saunders
Parking Committee Chair, Steve Telish
- 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 28, 2021, and the following topics were reviewed:
- A. Approval of the September 30, 2021, Executive Meeting Minutes
 - B. Hearing Notices
 - C. Fee Waiver Request
 - D. Legal Correspondence
 - E. October 22, 2021 Delinquency Report
- TREASURER'S REPORT** As of the September 30, 2021, Financial Statement, the Operating Account reflects a year-to-date revenue of \$307,219.70 and a year-to-date expenditure of \$294,497.24.

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The association also contributes \$41,173.92 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, 2021, are \$1,251,916.87 (adjusted \$90,396.00 less due to Operating transfer to Reserves).

Total Accounts Receivables as of October 20, 2021, are \$5,757.18.

**CONSENT
CALENDAR**

The Board of Directors reviewed the consent calendar below:

- A. Approval of the September 30, 2021, Board of Directors Meeting Minutes. Following review and discussion, a motion was made by Marlene Eckstein and seconded by Frank Aronoff to approve the minutes as presented. The motion passed 3 -2 with Marcia Hollander and Wiam Elbettar abstained.
- B. Approval of the September 30, 2021, Reconvened Annual Meeting Minutes. Following review and discussion, a motion was made by Marlene Eckstein and seconded by Frank Aronoff to approve the minutes as presented. The motion passed 3 -2 with Marcia Hollander and Wiam Elbettar abstained.
- C. Acceptance of the September 30, 2021, Financials. Following review and discussion, a motion was made by Marlene Eckstein and seconded by Frank Aronoff to approve the minutes as presented. The motion passed 3 -2 with Marcia Hollander and Wiam Elbettar abstained.

NEW BUSINESS

- A. Common Area Improvement Proposals
 1. Maintenance Inspection Punch List. The Board of Directors reviewed a proposal submitted by Carasso Construction from the October 2021 maintenance inspection punch lists regarding a variety of repairs to the common area in the 400 Circle. Following review and discussion, a motion was made by Marcia Hollander and seconded by Wiam Elbettar to table the proposal and to add to the community wide wood replacement project. The motion passed unanimously.
 2. 301 San Nicholas Gutter Repairs in the amount of \$235.00. Following review and discussion, a motion was made by Marcia Hollander and seconded by Frank Aronoff to approve the proposal as presented. The motion passed unanimously.
 3. 215 San Nicholas deck repair in the amount of \$165.00. 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.
- B. Re-piping Proposals

The Board of Directors reviewed two proposals for community wide re-piping due to issues with the current vendor. Following review and discussion, a motion was made by Sheila Deakin and seconded by Frank Aronoff to table this topic and request Management to obtain a proposal from Ameri-Cal Repipe for an individual cost to repipe a unit. The motion passed unanimously.

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C. Roof Repair Proposals

The Board of Directors reviewed two proposals submitted by Jim Murray Roofing for repairs as follows:

1. 418 San Nichola in the amount of \$4,345.00. Following review and discussion, a motion was made by Sheila Deakin and seconded by Frank Aronoff to approve the proposal as presented. The motion passed unanimously.
2. 516 San Nicholas in the amount of \$3,338.00. Following review and discussion, a motion was made by Frank Aronoff and seconded by Marcia Hollander to approve the proposal as presented. The motion passed unanimously.

D. Community Wide Preventative Plumbing Maintenance

The Board of Directors reviewed two proposals submitted by Severson Plumbing for community wide preventative maintenance as follows:

1. Pressure Regulation testing at every unit in the amount of \$1,440.00. Following review and discussion, a motion was made by Frank Aronoff and seconded by Marcia Hollander to approve the proposal as presented. The motion passed unanimously.
2. Hydro Jetting / Inspections of Units with root problems in the amount of \$14,450.00. 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.

E. Reserve Study Proposal

The Board of Directors reviewed a 3-year loyalty plan submitted by Association Reserves in the amount of \$890.00. Following review and discussion, a motion was made by Marcia Hollander and seconded by Frank Aronoff to approve the 3-year loyalty plan as presented. The motion passed unanimously.

F. Rate Increase – Courtesy Patrol

The Board of Directors reviewed correspondence submitted by Courtesy Patrol regarding a rate increase of \$1.00 starting January 1, 2022. Following review and discussion, a motion was made by Frank Aronoff and seconded by Sheila Deakin to approve the rate increase for 2022. The motion passed unanimously.

G. Proposed Architectural Guidelines Approval

The Board of Directors reviewed the proposed Architectural Guidelines submitted by the Architectural Committee. Following review and discussion, a motion was made by Frank Aronoff and seconded by Marlene Eckstein to approve the architectural guidelines to be mailed to the membership for a 28-day review. The motion passed unanimously.

H. Proposed EV Charging Station Rule & Regulations Approval

The Board of Directors reviewed the proposed supplement to the Rules and Regulations for Electric Vehicle Charging Station and an EV Charging Station Agreement drafted by legal counsel. Following review and discussion, a motion was made by Frank Aronoff and seconded by Wiam

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Elbettar to approve the architectural guidelines to be mailed to the membership for a 28-day review. The motion passed unanimously.

I. Board Member / Management Requests / Discussions

1. Newsletter Approval – Delivery Method – Following review and discussion, a motion was made by Sheila Deakin and seconded by Wiam Elbettar to approve the newsletter and have it printed on the back of the December Billing. The motion passed unanimously.
2. Breakdown of Pool & Spa Cost July 2019 - Present. Following review and discussion, it was the general consent of the Board of Directors to take no further action.
3. Repipe Unit 401 San Nicholas due to pin hole leak. Following review and discussion, it was the general consent of the Board of Directors to table this topic until the Board has a chance to review the Ameri-Cal Repipe and Plumbing Inc proposal.
4. Additional Bait Station Cost in the amount of \$4.00 per station per month – Following review and discussion, it was the general consent of the Board of Directors to take no further action.
5. Letter from City regarding leaf blowers. Following review and discussion, it was the general consent of the Board of Directors to take make sure the landscapers do not use leaf blowers in the community.
6. Special Meeting Date for Fine Reversal Petition. Following review and discussion, it was the general consent of the Board of Directors to hold a special membership meeting on December 30, 2021.
7. Adding one-way arrows to the asphalt. Following review and discussion, it was the general consent of the Board of Directors to have Sheila Deakin give the locations and Carasso give a proposal.
8. No Parling Sign attached to the chain between 511 & 512 San Nicholas. Following review and discussion, it was the general consent of the Board of Directors to take no further action as the sign has been ordered and will be installed by Carasso Construction.
9. Invoice / check signing process. Following review and discussion, it was the general consent of the Board of Directors to table this topic to the November board meeting.
10. Recent Break-ins / Vandalism. Following review and discussion, it was the general consent of the Board of Directors to take no further action.
11. Restriction of access to back of units between dusk and dawn homeowner survey. Following review and discussion, it was the general consent of the Board of Directors to take no further action.
12. Community Survey. Following review and discussion, it was the general consent of the Board of Directors to take no further action.
13. Community Garage Sale Discussion. Following review and discussion, it was the general consent of the Board of Directors to take no further action.

J. Homeowner Requests

1. 602 San Nicholas – Request to eliminate holiday lights. Following review and discussion, it was the general consent of the Board of Directors to take no further action.

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2. 514 San Nicholas – Request for nonslip tape on the upper pool staircase. Following review and discussion, it was the general consent of the Board of Directors to table and request Management obtain a proposal from Carasso Construction for the November board meeting.
3. 514 San Nicolas – Certificate Warranty for Roof. Following review and discussion, it was the general consent of the Board of Directors to take no further action.
4. 520 San Nicholas – Thank you to Landscapers & Marlene. Following review and discussion, it was the general consent of the Board of Directors to take no further action but appreciate the positive feedback.
5. 402 San Nicholas – Thank you to Landscapers & Marlene. Following review and discussion, it was the general consent of the Board of Directors to take no further action but appreciate the positive feedback.
6. 109 Santa Rosa. Landscape Issues. Following review and discussion, it was the general consent of the Board of Directors to take no further action.

NEXT MEETING The next board meeting is scheduled for November 18, 2021.

ADJOURN There being no further business, the meeting was adjourned at 10:35 P.M.

**THE BOARD OF DIRECTORS APPROVED THESE MINUTES AT THE NOVEMBER 18, 2021
BOARD MEETING**