

THE TERRACE AT CANYON HILLS HOMEOWNERS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
MAY 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 Thursday, May 23, 2019 at 6:30 P.M. at Platinum Management Group Office located at 65 Enterprise, 3rd Floor – Conference Room – Huntington I in Aliso Viejo, California.
- PRESENT** Gary Bittner, President
David Golbahar, Vice President
Mark Badran, Secretary
Gene Levy, Director
- Eric Fordyce, Platinum Management Group
- ABSENT** Frank Aronoff, Treasurer
- CALL TO ORDER** The meeting was called to order by the Gary Bittner, President, at 6:35 P.M. with quorum of the Directors present.
- OPEN FORUM** There were three (3) homeowners in attendance. Homeowners brought to the Board's attention questions regarding solar panel installation, Loan/Special Assessment, removing the agenda box, quarterly communications and pool use.
- COMMMITTEE REPORTS**
- Landscape Committee – Marlene Eckstein, Landscape Chairperson, provided the Board of Directors an update and recommendations.
- Maintenance Committee – Gene Levy, Maintenance Chairperson, provided recommendations regarding the Carasso Construction proposals provided to the Board for review.
- Communication Committee – Mark Badran, Chairperson, provided an update regarding the association's website (www.theterraceatcanyonhills.com).
- Architectural Committee – There were no architectural applications to review.
- 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 May 23, 2019 and the following topics were reviewed:
- A. Approved the April 25, 2019 Executive Meeting Minutes;
 - B. Member Discipline - Hearing Notice;
 - C. Legal Opinion;
 - D. Architectural Inspection Discussion;
 - E. Reviewed the April 30, 2019 Delinquency Report

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**TREASURER'S
REPORT**

As the April 30, 2019 Financial Statement, the Operating Account reflects a year to date revenue of \$677,813.08 and a year to date expenditures of \$779,350.36.

The association also contributes \$31,892.00 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 April 30, 2019 are \$1,024,933.58.

**CONSENT
CALENDAR**

The Board of Directors reviewed the consent calendar below. Following review and discussion, a motion was made by David Golbahar and seconded by Gene Levy to approve the items on the consent calendar as presented. The motion passed unanimously.

- A. Approval of the April 25, 2019 Board of Directors Meeting Minutes
- B. Acceptance of the April 30, 2019 Financials

NEW BUSINESS

- A. Community Loan Discussion with Financial Institution Representatives
Karen Bouslog with Pacific Western Bank was in attendance to provide the Board of Directors and homeowners some oversight of the loan options for the tentative community wide projects (re-pipe, asphalt replacement, siding replacement, pool deck replacement, and fencing replacement) in the amount of \$2.5M. Following review and discussion with the representative, it was the general consent of the Board of Directors to not take any further action until the vote of the ownership.
- B. Association Loan / Ownership Vote Discussion
The Board of Directors reviewed a request from Management to provide an outline of their next steps regarding the ownership vote for the special assessment. Following the discussion, it was the general consent of the Board of Directors to have a town hall meeting on August 3, 2019 at 10:00 a.m.
- C. May Landscape Inspection Punchlist
The Board of Directors reviewed the May monthly inspection punch list. No further action required.
- D. Common Area Improvement Proposals
The Board of Directors reviewed a proposal submitted by Carasso Construction provided a proposal for the April and May maintenance walk punch list regarding a variety of repairs to the common areas. Following review and discussion, it was the general consent of the Board of Directors to approve some of the items for the 400 and 500 circle repairs.

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E. Lower Spa Pump

The Board of Directors reviewed 2 options submitted by BlueRay Management for one of the pumps in the lower pump room that is leaking water

- a. Replace the motor, seal plate, shaft seal, gasket and shaft seal in the amount of \$725.00
- b. Purchase a new pump in the amount of \$1,095.00.

Following review and discussion, it was the general consent of the Board of Directors to table the proposals.

F. New Pool Maintenance Service Proposal

The Board of Directors reviewed a proposal by Best Pool Service for the monthly pool maintenance. Currently, BlueRay Management is charging the association \$850.00 / month for their service. Best Pool Service charges \$695.00 / month. Following review and discussion, a motion was made by Gary Bittner and seconded by Mark Badran to approve Best Pool Service proposal to start on July 1, 2019 as presented. The motion passed unanimously.

G. Drywall Repair Proposal

The Board of Directors reviewed a request submitted by the owner, Beltran, at 213 Santa Rosa Court, for the drywall cracks throughout the unit to be repaired. Sean McClintock submitted a proposal to repair / replace the drywall cracks in the amount of \$1,465.00. Following review and discussion, a motion was made by Gene Levy and seconded by Mike Badran to approve the ceiling repairs only. The motion passed 3-1 with Gary Bittner against.

H. Homeowner Correspondence

The Board of Directors reviewed an Association's website update and 313 San Rosa Courts concerns and comments regarding community wide re-piping. Following review and discussion, it was the general consent of the Board of Director not to take any further action.

ADJOURN

There being no further business, the meeting was adjourned at 9:45 P.M.

THE BOARD OF DIRECTORS APPROVED THESE MEETING MINUTES AT THE JUNE 27, 2019 BOARD MEETING.