

**The Terrace at Canyon Hills Homeowners Associations
Revised Board of Directors Meeting Minutes
August 23, 2017**

1 Upon due notice, given and received, the Board of Directors of The Terrace at
2 Canyon Hills Homeowners Association held their regularly scheduled Board of
3 Directors Meeting on Wednesday, August 23, 2017, at the Offices of Accell Property
4 Management, located at 23046 Avenida De La Carlota, Suite 700, Laguna Hills,
5 California, 92653. President, Gene Levy called the Meeting to order at 7:39 p.m., with
6 a quorum of Directors present.

7
8 **Directors Present**

9 Gene Levy, President
10 Susie Cox, Vice President
11 David Golbahar, Treasurer
12 Pamela Knudsen, Secretary
13 Marlene Eckstein, Member at Large

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15 **Directors Absent**

16 None

17
18 **Also Attending**

19 Lauren Swiderski, Accell Property Management, Inc.
20 Jennifer Parker, Accell Property Management, Inc.
21 Paula Serios, Communication Committee
22 Marlene Eckstein, Landscape Committee
23 One (1) homeowner was present

24
25 **Executive Session Meeting Topic**

26 In accordance with California Civil Code Section 4935(e), the Board of Directors notes
27 that the following topics were discussed during the Executive Session Meeting held
28 on August 23, 2017:

- 29 1. Reviewed the Minutes from the April 27, 2017, May 25, 2017, June 22, 2017,
30 and July 27, 2017 Executive Session Meeting
- 31 2. Reviewed Hearing Notices
- 32 3. Reviewed Homeowner Correspondence
- 33 4. Reviewed the Case History Summary Report submitted by The Judge Law
34 Firm

Executive Session
Meeting Topics

35 5. Reviewed Re-Pipe proposals submitted by ePipe, Repipe 1, and AMA
36 Repiping.
37 The foregoing resolution was executed pursuant to the general consent of the Board of
38 Directors.

39
40 **Landscape Committee Report**

41 Marlene Eckstein provided the Board of Directors a detailed report on the current
42 status of scheduled renovations per courtyard and the landscaping budget. Plans for
43 planting and drainage design for the area at 211 Santa Rosa, and included an update
44 on the holiday lighting plans.

Landscape
Committee Report

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46 **Communication Committee Report**

47 Homeowner Paula Serios was in attendance to provide an update to the Board of
48 Directors and schedule the schedule a Meet and Greet for the candidates, emails will
49 be sent to the candidates to pick a date for the Meet and Greet in September 2017.
50 Following review and discussion, it was the general consent of the Board of Directors
51 to approve the Meet and Greet the Candidates for September 2017.

Communication
Committee Report

52
53 **Minutes**

54 The Board of Directors reviewed the Minutes from the May 25, 2017, and July 27,
55 2017 Regular Session Board of Directors Meeting. Following review and discussion, it
56 was the general consent of the Board of Directors to approve the Minutes as
57 submitted.

Minutes

58
59 The Board of Directors reviewed the Minutes from the April 24, 2017 and May 10,
60 2017 Special Board of Directors Meeting. Following review and discussion, it was the
61 general consent of the Board of Directors to approve the Special Meeting Minutes as
62 submitted.

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64 **Maintenance and Service Proposals**

65 The Board of Directors reviewed a proposal to add one additional man to the current
66 landscape contract for a total of two thousand two hundred seventy dollars
67 (\$2,270.00) per month. Following review and discussion, it was the general consent
68 of the Board of Directors deny the proposal.

Sea Crest
Landscape

69 70 71 72	The Board of Directors reviewed proposals for monthly pool maintenance and to replace the pool heater and pool filter at the San Nicholas pool area. Following review and discussion, <u>Management was directed to obtain two additional pool maintenance proposals for review by the Board of Directors.</u>	Blue ray Management
73 74 75 76 77	The Board of Directors reviewed proposals to seal coat the asphalt in the 600 courtyard. Following review and discussion, <u>it was the general consent of the Board of Directors to approve the proposal from City Services Paving, in the amount of one thousand five hundred fifty dollars (\$1,550.00).</u>	Seal Coat
78 79 80 81 82	The Board of Directors reviewed a proposal to increase the height of fence at the San Nicholas pool area in an effort to prevent non-resident guests from accessing the pool. Following review and discussion, <u>it was the general consent of the Board of Directors to table this item until the September meeting.</u>	Carasso Construction
83 84 85 86 87 88	The Board of Directors reviewed a proposal submitted by Carasso Construction to install address numbers on the detached garages and balconies for better identification of units for Association vendors completing work on the property. Following review and discussion, <u>it was the general consent of the Board of Directors deny the proposal.</u>	Address Numbers
89 90 91 92 93	The Board of Directors reviewed three proposals for electronic key FOB system installation at the two pool areas submitted by Nordic Security Systems, California Gate, and ASCI. Following review and discussion, <u>it was the general consent of the Board of Directors to table this proposal.</u>	Pool Key FOB Installation
94 95 96 97 98 99	The Board of Directors reviewed a proposal submitted by Integrity Termite to complete termite repairs at 617 San Nicholas Court, in the amount of one thousand twenty five dollars (\$1,025.00). Following review and discussion, <u>it was the general consent of the Board of Directors to approve the proposal for termite repairs near the front door entrance.</u>	Integrity Termite
100 101 102 103	<u>Administrative & Operating Requests and Actions</u> <u>The Board of Directors tabled the discussion regarding the Project Management Discussion.</u>	Project Management

104	<u>The Board of Directors tabled the discussion regarding the Future Repairs</u>	Future Repairs
105	<u>Discussion.</u>	
106		
107	<u>The Board of Directors tabled the discussion regarding the FHA Approval Update.</u>	FHA Approval
108		
109	<u>The Board of Directors tabled the discussion regarding the Proposed Community</u>	Community
110	<u>Handbook until the September 28, 2017 Meeting.</u>	Handbook
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112	<u>The Board of Directors tabled the discussion regarding proposed changes to the Pool</u>	Pool & Spa Rules
113	<u>and Spa Rules.</u>	
114		
115	<u>The Board of Directors tabled the discussion regarding Fence Standards and</u>	Fence Standards
116	<u>Responsibility.</u>	
117		
118	<u>The Board of Directors tabled the discussion regarding the Laguna Beach City</u>	Laguna Beach
119	<u>Ordinance prohibiting smoking in public places.</u>	City Ordinance
120		
121	<u>The Board of Directors tabled the discussion regarding proposed changes to the</u>	Rules & Regulations
122	<u>Rules and Regulations.</u>	Proposed Changes
123		
124	<u>The Board of Directors tabled the discussion regarding Delegated Authority by the</u>	Delegated Authority
125	<u>Board of Directors.</u>	
126		
127	The Board of Directors reviewed the 2017 Annual Calendar. No action was required.	Annual Calendar
128		
129	The Board of Directors reviewed correspondence submitted by Baird, 617 San	617 San Nicholas Ct.
130	Nicholas Court regarding the removal of plant material and a request to install plant	
131	material in the common area. Following review and discussion, <u>it was the general</u>	
132	<u>consent of the Board of Directors to notify the homeowner that the Landscape</u>	
133	<u>Committee will address this area on the next landscape walk.</u>	
134		
135	The Board of Directors reviewed correspondence submitted by Serios, 400 San	400 San Nicholas Ct.
136	Nicholas Court regarding plant installation and irrigation issues. Following review and	
137	discussion, <u>it was the general consent of the Board of Directors that this issue has</u>	
138	<u>been addressed several times and the Landscape Comittee will continue to monitor</u>	
139	<u>the area in question.</u>	

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141 **Financials**

142 The Board of Directors reviewed the Financial Statement for the period ending
143 July 31, 2017. This item was tabled due to a lack of time.

Financial
Statement

144

145 The Board of Directors tabled the discussion regarding the Mutual of Omaha Bank
146 regarding Quick Term Lending.

Mutual of Omaha

147

148 **Open Forum**

149 In accordance with California Civil Code Section 4925(b), the following issues and
150 topics were discussed during the Homeowner Open Forum: No topics were
151 discussed.

Open Forum

152

153 **Next Meeting**

154 The next Board of Directors Meeting is scheduled for Thursday, September 28, 2017
155 at 6:00 p.m., to be held at Accell Property Management, Inc.

Next Meeting

156

157 **Adjournment**

158 There being no further business to come before the Board, it was the general consent
159 of the Board of Directors to adjourn the Meeting at 9:44 p.m.

Adjournment

160

161 **Attest**

Attest


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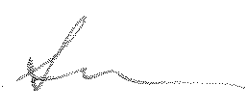
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President



Secretary VP