

THE TERRACE AT CANYON HILLS HOMEOWNERS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
OCTOBER 22, 2018
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 Monday, October 22, 2018 at 6:45 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
Marlene Eckstein, Member at Large
Frank Aronoff, Treasurer / Secretary

Eric Fordyce, Platinum Management Group

ABSENT None

CALL TO ORDER The meeting was called to order by the Gary Bittner, President, at 6:45 P.M. with quorum of the Directors present.

OPEN FORUM There were 4 homeowners in attendance. Homeowners brought to the Board of Director's attention their tree trimming concerns and notice to the ownership regarding enforcement of the association's governing documents.

COMMMITTEE REPORTS Marlene Eckstein, Landscape Chairperson, provided the Board of Directors an update regarding the landscape company, Quezada Pro Landscape for their first 60 days. Also, the community wide irrigation repairs, 500 and 600 circles, are completed.

Gene Levy, Maintenance Chairperson, provided recommendations from the Carasso Construction proposals provided to the Board for review.

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 October 22, 2018 and the following topics were reviewed:
A. Approved the September 27, 2018 Executive Meeting Minutes;
B. Reviewed Delinquency Reports

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**TREASURER'S
REPORT**

As of September 30, 2018 Financial Statement, the operating account reflects a year to date revenue of \$247,527.89 and a year to date expenditures of \$326,311.07.

The association also contributes \$31,982.00 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, 2018 are \$1,025,565.34.

Following review and discussion, a motion was duly made by Frank Aronoff and seconded by Gary Bittner to approve Management to transfer a minimum of \$150,000.000 from the Sunwest Bank Reserve Account to Morgan Stanley to stay under the FDIC coverage. Motion passed unanimously.

**CONSENT
CALENDAR**

The Board of Directors reviewed the consent calendar below. Following review and discussion, it was the general consent of the Board of Directors to approve the items the consent calendar as presented.

- A. Approval of the September 27, 2018 Annual Meeting Minutes – No Quorum
- B. Approval of the September 27, 2018 Board of Directors Meeting Minutes
- C. Acceptance of the September 30, 2018 Financials

OLD BUSINESS

- A. Fire Lane Access Update
Ed Perez with LaBelle Marvin provided a summary from multiple contractors with options to install asphalt or stamped concrete in the fire lane. Following review and discussion, a motion was duly made by Gary Bittner and seconded by Marlene Eckstein to approve Champion Paving to install asphalt in the amount of \$11,480.00. David Golbahar abstained. Motion passed with the majority vote 3 -1 in favor.

NEW BUSINESS

- A. Architectural Committee – Community Wide Standard Guidelines
The Board of Directors reviewed the Architectural Committee's recommendations for the new architectural guidelines. Following review and discussion, it was the general consent of the Board of Directors to have Management email the Architectural Committee's recommendations to the Board of Directors. The Board of Director will provide their recommendations to Management by November 16, 2018. The Board's architectural recommendations will be reviewed at the November 29, 2018 Board Meeting.

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B. Landscape Renovation Proposal

The Board of Directors reviewed a proposal from Quezada Pro Landscape regarding the renovation improvements in the amount of \$958.00. Following review and discussion, a motion was duly made by Gary Bittner and seconded by Frank Aronoff to approve the Quezada Pro Landscape proposal as presented. Motion passed unanimously.

C. Common Area Improvement Proposals

1. The Board of Directors reviewed a proposal provided by Carasso Construction regarding the October maintenance walk punch list. Following review and discussion, a motion was duly made by Gary Bittner and seconded by Frank Aronoff to approve the proposal as presented with a request for a 20 percent discount. Motion passed unanimously.

D. Homeowner Correspondence

1. Requested safe list extension to November 30, 2018 to park in guest parking for medical reasons per the doctor's recommendation - Following review and discussion, a motion was duly made by Gary Bittner and seconded by Marlene Eckstein to approve the request as presented. Motion passed unanimously.

ADJOURN

There being no further business, the meeting was adjourned at 7:55 P.M.

**THE BOARD OF DIRECTORS APPROVED THESE MEETING MINUTES AT THE
NOVEMBER 29, 2018 BOARD MEETING.**