

**The Terrace at Canyon Hills Homeowners Association
Board of Directors Meeting
December 28, 2017**

MEETING NOTICE & AGENDA

NOTICE OF MEETING: The next Board of Directors Meeting for The Terrace at Canyon Hills Homeowners Association will be held on **Thursday, December 28, 2017**. The Executive Session Meeting will be called to order at 6:00 p.m., and the Regular Session Meeting will be called to order at 7:00 p.m. The Meeting will be held at Accell Property Management, Inc., 23046 Avenida De La Carlota, Suite 700, Laguna Hills, California.

Call to Order – 6:00 p.m.

I. Executive Session

A. Approval of Executive Session Meeting Minutes

1. October 26, 2017 Revised
2. November 30, 2017

B. Member Discipline & Enforcement of Governing Documents

1. Hearing Notice
2. Homeowner/Board Complaint
3. Response to Violations
4. Violation Enforcement Discussion

C. Payments of Assessments & Delinquent Accounts

1. Current Collection Policy Review
2. Payment Plan Request

D. Formation of Contracts

1. Elite Enforcement Correspondence

E. Litigation or Consideration of Litigation

1. Architectural Violation Discussion

F. Legal Opinions & Legal Guidance

II. Communication Committee Report

III. Landscape Committee Report

IV. Board Actions

A. Approval of Board Meeting Minutes

1. November 30, 2017
2. November 30, 2017 Organizational Meeting

B. Consent Calendars & Resolutions

1. Special Resolution of the Board of Directors via Unanimous Written Consent to Approve Proposal

C. Maintenance & Service Proposals

1. Sea Crest Services Inc. Proposal
2. Peak Lighting & Electric, Inc. Proposal
3. Carasso Construction Services Proposal
4. Patrol Service Proposals
5. Mailbox Replacement Proposals
6. San Nicholas Pool Fence/Gate Replacement Proposals
7. Audit and Tax Preparation Proposals

D. Administrative & Operating Requests and Actions

1. Draft Annual Tenant Registration Notice
2. City of Laguna Beach Trespass Letter of Authorization Discussion/Approval
3. Accell Employee for Homeowner Open Forum Discussion
4. Carasso Construction Monthly Maintenance and Gutter Cleaning Contract Projects Discussion
5. Address Number Installation Discussion
6. Vendor Discussion
7. 2017 Annual Calendar
8. Homeowner Requests

E. Architectural Matters

1. Architectural Application

F. Financial Action

1. Landscape Recode Request
2. Reserve Reallocation Discussion and Approval
3. Low Funds
4. Account Closing Authorization

V. Review of Association Current Financial Reporting

- A. Financial Reports for the Periods Ending July 31, 2017, August 31, 2017, September 30, 2017, October 31, 2017 and November 30, 2017

VI. Homeowner Open Forum – 8:00 p.m.

VII. Adjournment

- A. Next Meeting – January 25, 2018
- B. Motion to Adjourn