

THE TERRACE AT CANYON HILLS HOMEOWNERS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
MARCH 29, 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 March 29, 2018 at 6:00 P.M. at Accell Property Management Office, Laguna Hills, California.

PRESENT Gary Bittner, President
David Golbahar, Vice President
Frank Aronoff, Treasurer (arrived at 7:25p.m.)
Marlene Eckstein, Member at Large

Eric Fordyce, Platinum Management Group
Lauren Swiderski, Accell Property Management

ABSENT Pamela Knudsen, Secretary

CALL TO ORDER The meeting was called to order by the Board President, Gary Bittner, at 6:04 P.M. with quorum of the Directors present.

EXECUTIVE SESSION DISCLOSURE In accordance with California Civil Code 4935(e), an executive session Board Meeting was held after to the regular session Board Meeting on February 22, 2018 and the following topics were reviewed:

- A. Approved the January 25, 2018 Executive Meeting Minutes;
- B. Reviewed Homeowner Correspondence Regarding a Fine Levied.
- C. Conducted Member Discipline – Hearings
- D. Reviewed Delinquency Report

OPEN FORUM There were 4 homeowners in attendance. A homeowner brought to the Board of Director's attention they were not enforcing the Association's governing documents regarding garage parking inspection, common area renovations, and subleasing units. The Board will request the Association's legal counsel to review the owner's concerns and provide a legal opinion to the Board of Director to review.

BOARD MEMBER RESIGNATION It was the general consent of the Board of Directors to accept the Pamela Knudsen's resignation submitted on March 20, 2018 as she sold her unit. The Board of Directors will send a notice to the community to see if anyone is interested in filling the vacant position until the next annual meeting in September 2018.

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The Board of Directors reviewed the February 22, 2018 Board of Directors Meeting Minutes. Following review and discussion, a motion was duly made by David Golbahar and seconded by Marlene Eckstein to approve the minutes as presented. Motion passed unanimously.

**CONSENT
CALENDAR**

It was the general consent of the Board of Directors to approve the Consent Calendar of the following:

- A. Special Resolution of the Board of Directors via Unanimous Written Consent to approve the proposal for mold remediation at 105 Santa Rosa Court submitted by DryMaster, at a cost of \$3,302.84.

**LANDSCAPE
COMMITTEE**

Marlene Eckstein, Landscape Chairperson, provided the Board of Directors an update of the current landscape improvements throughout the community and provided the a recommendation / proposal to trim the trees by 300 Santa Rosa Court.

TREE TRIMMING

The Board of Directors reviewed a proposal submitted by Quezada Pro Landscape regarding tree trimming by the San Nicholas pool in the amount of \$720.00. Following review and discussion, a motion was duly made by Marlene Eckstein and seconded by Gary Bittner to approve the proposal as presented. Motion passed unanimously.

**POOL FURNITURE
DISCUSSION**

It was the general consent of the Board of Director to postpone this discussion until the 2018/2019 budget is approved.

**HOMEOWNERS
CORRESPONDENCE**

The Board of Directors reviewed the homeowner correspondence for the following units:

- A. 202 Santa Rose Court – The owner requested to install a bird repellant to the exterior of the unit. Following review and discussion, a motion was duly made by Gary Bittner and seconded by Marlene Eckstein to approve Carasso Construction to install a liquid repellant on the exterior window sill of the 2nd floor window above the front door. David Golbahar opposed. The motion passed by majority vote of the Board of Directors.
- B. 626 San Nicholas Court – The owner requested the railings to the deck be inspected and possibly replaced due the discoloration. Following review and discussion, it was the general consent of the Board of Directors to take this under advisement and inspect the rest of the community to get a better understanding this cost.
- C. 228 Santa Rosa Court – The owner requested the Association to reimburse the increase difference in their monthly water bill due to a slab leak. Following review and discussion, it was the general consent of the Board of Directors to deny this request.

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- D. Neighboring Community – An owner in the adjacent community requests the Association’s trees be trimmed due the trees are hanging over the Association’s fence and approaching the neighbor’s yard. This matter has been addressed as the Board of Directors approved the tree trimming by the San Nicholas Court pool.
- E. 222 Santa Rosa Court – The owner requests a guest parking variance for their oversized vehicle and a temporary safelist for 30 days to be able to completely move-in. Following review and discussion, it was the general consent of the Board of Directors to deny the parking variance for her oversized vehicle and to approve a 30-day temporary safe list to move in.

**ARCHITECTURAL
APPLICATION**

The Board of Directors reviewed the architectural application from 628 San Nicholas for courtyard landscape renovations. Following review and discussion, a motion was duly made by Marlene Eckstein and seconded by David Golbahar to deny the application as the new renovations were not reviewed by the landscape committee and not part of the association’s landscape theme. The owner will need to remove the fountain and rocks, so the landscape committee can work with the owner regarding landscape renovations. Motion passed unanimously.

**DRAFT RESERVE
STUDY**

It was the general consent of the Board of Directors to postpone this item until the Board of Directors has a chance to hold a special Board Meeting to discuss the accuracy of this study.

**DRAFT 2018/2019
BUDGET**

It was the general consent of the Board of Directors to postpone this item until the Board of Directors has a chance to hold a special Board Meeting to discuss the accuracy of the proposed budget.

FINANCIALS

The Board of Directors reviewed the financial statements for the period ending February 28, 2018. It was the general consent of the Board of Directors to approve the financial statement as presented.

**SHOWER TILE
REPLACEMENT**

The Board of Directors reviewed tile samples for shower and the BBQ area located at the Santa Rosa Court pool. It was the general consent of the Board of Directors to approve the tile sample (Daltile – Wall Street CC13) for the shower and BBQ area. Only the shower tile will be replaced, and the BBQ tile will be stored until it is time to replace the tile.

ADJOURN

There being no further business, the meeting was adjourned at 8:05 P.M.

**THE BOARD OF DIRECTORS APPROVED THESE MEETING MINUTES ON THURSDAY,
APRIL 26, 2018 BOARD MEETING.**