

**The Terraces at Canyon Hills Homeowners Associations
Board of Directors Meeting Minutes
June 25, 2015**

1 Upon due notice, given and received, the Board of Directors of The Terraces at
2 Canyon Hills Homeowners Association held their regularly scheduled Board of
3 Directors Meeting on Thursday, June 25, 2015 at Santa Rosa Community Pool.
4 Rob Alen called the Meeting to order at 7:00 p.m., with a quorum of Directors
5 present.

6

7 **Directors Present**

8 Robert Alen, President

9 David Roberts, Secretary

10 David Golbahar, Treasurer

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12 **Directors Absent**

13 Susie Cox, Vice President

14 Doug Reilly, Member at Large

15

16 **Also Attending**

17 Eric Fordyce, Accell Property Management, Inc.

18

19 **Homeowner Open Forum**

20 One homeowner showed up to discuss landscaping.

21

22 **Executive Session Meeting Topic**

23 In accordance with California Civil Code Section 4935(e), the Board notes that the
24 following topic was discussed during the Executive Session Meeting held on June
25 25, 2015:

26 1. Approval of Executive Session Meeting Minutes

27

28 The foregoing resolution is executed pursuant to the general consent of the Board of
29 Directors.

30

31 **Landscape Committee**

32 The Landscape Committee Chairperson, Marlene Eckstein, explained a proposal to
33 install plantings behind 420 San Nicholas. Following review and discussion, a
34 motion was made by David Roberts and seconded by Rob Alen to approve not to
35 exceed four hundred fifty dollars (\$450.00) for plantings. The motion passed 3-0
36 with David Roberts, David Golbahar, and Rob Alen voting in favor.

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39 **Minutes**

40 The Board of Directors reviewed the Minutes from the May 28, 2015 Board of
41 Directors Meeting. Following review and discussion, the Board instructed
42 Management to make the corrections and place the minutes on the July Agenda for
43 approval.

Minutes

44

45 **Consent Calendars & Resolutions**

46 The Board of Directors reviewed the Special Resolution for the Delinquency Policy.
47 Following review and discussion, the Board instructed Management to postpone this
48 item to the July Executive Agenda for review.

Special Resolution

49

50 **Maintenance & Service Proposals**

51 The Board of Directors reviewed proposals submitted by Sea Crest Landscape for
52 plant installation at various locations in the amount of two hundred sixty four dollars
53 (\$264.00) and eighty five dollars (\$85.00). Following review and discussion, the
54 Board instructed Management to postpone this item to the July Agenda for review.

Landscaping

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56 The Board of Directors reviewed a proposal submitted by Carasso Construction to
57 replace siding at 110 Santa Rosa in the amount of three thousand eight hundred
58 sixty dollars (\$3,860.00). Following review and discussion, a motion was made by
59 David Roberts and seconded by David Golbahar to deny the proposal as presented.
60 The motion passed 3-0 with David Roberts, David Golbahar, and Rob Alen voting in
61 favor.

110 Santa Rosa

62

63 The Board of Directors reviewed a proposal submitted by Western Exterminating to
64 install 26 additional bait stations throughout the community in the initial amount of
65 four hundred sixty eight dollars (\$468.00) and one hundred fifty six dollars (\$156.00)
66 additional per month. Following review and discussion, a motion was made by
67 David Roberts and seconded by David Golbahar to deny the proposal as presented.
68 The motion passed 3-0 with David Roberts, David Golbahar, and Rob Alen voting in
69 favor.

Exterminating

70

71 The Board of Directors reviewed a proposal submitted by Fire Safety First to install
72 seven (7) fire extinguishers with cabinets in the amount of one thousand two
73 hundred eighty dollars (\$1,280.00). Following review and discussion, a motion was
74 made by David Roberts and seconded by Rob Alen to approve the proposal as
75 presented. The motion passed 3-0 with David Roberts, David Golbahar, and Rob
76 Alen voting in favor.

Fire Safety First

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80 The Board of Directors reviewed proposals submitted by Inouye, Shively, Longtin,
81 and Klatt and Robert Owens to prepare audit and income tax for the year ending
82 May 31, 2015. Following review and discussion, a motion was made by David
83 Roberts and seconded by David Golbahar to approve Inouye, Shively, Longtin, and
84 Klatt in the amount of one thousand dollars (\$1,000.00). The motion passed 3-0
85 with David Roberts, David Golbahar, and Rob Alen voting in favor.
86

2015 Audit & Tax

87 **Administrative & Operating Requests and Actions**

88 The Board of Directors reviewed the FHA requirement to have the Association
89 qualified to be FHA certified. Following review and discussion, a motion was made
90 by Rob Alen and seconded by David Roberts to table this item. The motion passed
91 3-0 with David Roberts, David Golbahar, and Rob Alen voting in favor to table this
92 item.
93

FHA Qualification

94 The Board of Directors reviewed the revised pool and spa rules. Following review
95 and discussion, a motion was made by David Roberts and seconded by David
96 Golbahar to approve the revised pool and spa rules present. The motion passed 3-0
97 with David Roberts, David Golbahar, and Rob Alen voting in favor. Management will
98 mail the revised pool and spa rules to the ownership for 30 day review.
99

Pool and Spa Rules

100 The Board of Directors reviewed the pool reservation request form. Following review
101 and discussion, a motion was made by Rob Alen and seconded by David Golbahar
102 to table this item. The motion passed 3-0 with David Roberts, David Golbahar, and
103 Rob Alen voting in favor to table this item.
104

Pool Reservation Fo

105 The Board of Directors discussed the following items:

- 106 A. Asphalt/Roadways/Concrete – July Agenda
- 107 B. Tree Maintenance – September Agenda
- 108 C. Painting/Siding/Railings – 2017/2018
- 109 D. New Exterior Lighting - Remove
- 110 E. Replacement of Pool Heaters – Deckside Assessment
- 111 F. Earthquake Insurance – Contact Scott Walker for advice
- 112 G. Rule Enforcement – July Agenda
- 113 H. Garage Door Painting – Association Responsibility
- 114 I. Sign – July Agenda
- 115 J. Electric Vehicle Charging – Remove

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120 **Financial Action**
121 The Board of Directors reviewed the Check Signing Authority of the Operating
122 Account. Following review and discussion, the Board instructed Management to
123 postpone this item to the July Agenda for review.

Check Signing

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125 **Financials**
126 The Board of Directors reviewed the financial statements for periods ending May
127 31, 2015. Following review and discussion, the Board instructed Management to
128 postpone this item to the July Agenda for review.

Financial

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130 **Adjournment**
131 There being no further business to come before the Board, it was the general consent
132 of the Board of Directors to adjourn the Meeting at 8:30 p.m.

Adjournment

133
134 **Attest**

Attest

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137
138 

President



Secretary