

THE TERRACE AT CANYON HILLS HOMEOWNERS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
MAY 24, 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 May 24, 2018 at 6:00 P.M. at Platinum Management Group Office located at 65 Enterprise, 3rd Floor, Aliso Viejo, California.

PRESENT David Golbahar, Vice President
Frank Aronoff, Treasurer
Marlene Eckstein, Member at Large

Eric Fordyce, Platinum Management Group

ABSENT Gary Bittner, President

CALL TO ORDER The meeting was called to order by the David Golbahar, Vice President, at 6:02 P.M. with quorum of the Directors present.

OPEN FORUM There were 2 homeowners in attendance. A homeowner brought to the Board of Director's attention that the Board should appoint a Secretary position on the Board if they are not planning to appoint a new member.

COMMMITTEE REPORTS Marlene Eckstein, Landscape Chairperson, provided the Board of Directors an update of the current landscape improvements throughout the community and provided their recommendations.

Gene Levy, Maintenance Chairperson, provided the Board of Directors an update of the on-going maintenance by Carasso Construction.

Gene Levy, Communications Chairperson, requested the Board to discuss the options to promote the association's website and placing the discussion on the June agenda.

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 May 24, 2018 and the following topics were reviewed:

- A. Approved the April 26, 2018 Executive Meeting Minutes;
- B. Reviewed the current Delinquency Report

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**TREASURER'S
REPORT**

As the March 31, 2018 Financial Statement, the operating account reflects a year to date revenue of \$576,475 and a year to date expenditures of \$701,030.

The association also contributes \$31,985 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 March 31, 2018 are \$1,114,656.65.

**CONSENT
CALENDAR**

The Board of Directors reviewed the consent calendar below. Following review and discussion, a motion was duly made by Frank Aronoff and seconded by Marlene Eckstein to approve the items on the consent calendar as presented. Motion passed unanimously.

- A. Approval of the April 26, 2018 Board of Directors Meeting Minutes
- B. Acceptance of the March 31, 2018 Financials

OLD BUSINESS

- A. Pool / Spa Maintenance Agreement – Blue Ray Pools provided a proposal for pool maintenance options to be in compliance with Title 22. Following review and discussion, it was the general consent of the Board of Directors to keep the current maintenance schedule inspections 3x per week.
- B. Pool / Spa Chemical Controller - Blue Ray Pools provided a proposal to install a new chemical controller in the amount of \$12,250.00 that will satisfy the requirement for Title 22 regulations. This controller will control the pH, sanitizer and temperature for both pools and spas. Following review and discussion, it was the general consent of the Board of Directors to approve the chemical controller proposal as presented.
- C. Common Area Improvements – Carasso Construction Services provided proposal for a fence extension and gate modifications for the gate off of Canyon Hills Road. Following review and discussion, a motion was duly made by Frank Aronoff and seconded by Marlene Eckstein to approve the proposal in the amount of \$2,180.00. David Golbahar abstained. The motion passed 2 -1 with majority vote of the Board of Directors.
- D. Fire Lane Access Report – LaBelle Marvin provided a proposal to oversee the bidding project and construction oversight. Following review and discussion, a motion was duly made by Frank Aronoff and seconded by Marlene Eckstein to approve the proposal in the amount of \$9,000.00. David Golbahar opposed. The motion passed 2 -1 with majority vote of the Board of Directors.

NEW BUSINESS

- A. Closing the Reserve Money Market Accounts (MMA) - The Board of Directors reviewed the all the current MMA accounts and APR for each account. Following review and discussion, a motion was duly made by Frank Aronoff and seconded by Marlene Eckstein to approve to close all the MMA accounts and invest all the funds to Morgan Stanley. David Golbahar abstained. The motion passed 2 -1 with majority vote of the Board of Directors.

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- B. Morgan Stanley Investments – Vincent Daigneault provided a resolution to invest all the current MMA accounts to Morgan Stanley. Following review and discussion, a motion was duly made by Frank Aronoff and seconded by Marlene Eckstein to approve the Morgan Stanley resolution as presented. David Golbahar abstained. The motion passed 2 -1 with majority vote of the Board of Directors.
- C. Architectural Application Review
Villanueva, 302 San Nicholas Court, provided an architectural application to replace their garage door. Following review and discussion, a motion was duly made by Frank Aronoff and seconded by Marlene Eckstein to approve architectural application like for like, style, color design as the original garage door. Motion passed unanimously.
- D. Annual Preventative Maintenance – Unit Clean-Out - DryMaster and Severson Plumbing provided an annual preventative maintenance proposal to investigate the sewer clean-outs for each unit. DryMaster recommends conducting a camera / video inspection and hydro-jetting if needed in the amount of \$115.00 per unit with a total not to exceed \$17,480.00. Severson Plumbing recommends conducting a camera / video inspection only to create a proposal to identify the specific unit clean out. This camera / video inspection would be in the amount of \$1,744.00 per day. Following review and discussion, a motion was duly made by David Golbahar and seconded by Frank Aronoff to approve Severson Plumbing proposal for 1 day as presented. Motion passed unanimously.
- E. Pressure Regulator Inspection - Severson Plumbing provide a proposal for testing the pressure regulators inspections in the amount of \$980.00 per day. Following review and discussion, a motion was duly made by Frank Aronoff and seconded by Marlene Eckstein to approve the proposal as presented. Also, the Board of Directors requested Severson Plumbing to identify each unit valve, ball or gate valve, as part of the report. Motion passed unanimously.
- F. Pool FOB Access System - California Gate Systems provided a proposal in the amount of \$11,226.78 to install a FOB access system at both pool gates and with options to FOB access to all 4-bathroom doors and spa controls. It was the general consent of the Board of Directors to postpone this topic and have management provide additional proposals for the June Board Meeting.
- G. Architectural Committee - Per the CC&Rs Article XII, section 12.02, the Board of Director shall appoint at least members of the Association. Enclosed is a copy of section 12.02 for the Board of Directors to review. It was the general consent of the Board of Directors to postpone this topic to the June Board Meeting.
- H. Board / Owner Requests
 1. 2018 / 2019 Board Tentative Goals – It was the general consent of the Board of Directors to postpone this topic to the June Board Meeting.
 2. Preferred Vendor Discussion – It was the general consent of the Board of Directors to be open to add more quality vendors to the preferred vendor list.
 3. Guest Parking – Feces on Vehicles - It was the general consent of the Board of Directors to deny the request to add security camera to the guest parking spaces.

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ADJOURN

There being no further business, the meeting was adjourned at 8:25 P.M.

**THE BOARD OF DIRECTORS APPROVED THESE MEETING MINUTES ON JUNE 28, 2018
BOARD MEETING.**