

**The Terrace at Canyon Hills Homeowners Associations
Board of Directors Meeting Minutes
September 24, 2015**

1 Upon due notice, given and received, the Board of Directors of The Terrace at
2 Canyon Hills Homeowners Association held their regularly scheduled Board of
3 Directors Meeting on Thursday, September 24, 2015 at the Santa Rosa Community
4 Pool. Doug Reilly called the Meeting to order at 7:15 p.m., with a quorum of
5 Directors present.

6

7 **Directors Present**

8 Susie Cox, Vice President

9 David Roberts, Secretary

10 Doug Reilly, Member at Large

11

12 **Directors Absent**

13 Robert Alen, President

14 David Golbahar, Treasurer

15

16 **Also Attending**

17 Eric Fordyce, Accell Property Management, Inc.

18 Marlene Eckstein , Landscape Committee

19 One (1) Homeowner

20

21 **Homeowner Open Forum**

22 One homeowner showed up to discuss landscaping.

23

24 **Executive Session Meeting Topic**

25 In accordance with California Civil Code Section 4935(e), the Board notes that the
26 following topics were discussed during the Executive Session Meeting held on
27 September 24, 2015:

28

29 1. Approval of Executive Session Meeting Minutes

30 2. Payment of Assessments & Delinquent Accounts

31

32 The foregoing resolution is executed pursuant to the general consent of the Board of
33 Directors.

34

35 **Landscape Committee**

36 The Landscape Committee Chairperson, Marlene Eckstein, requested W.B. Starr to
37 remove the 2 branches and 2 Eucalyptus trees from the El Toro slope. Following

Executive Session
Meeting Topics

Landscape
Committee

38 review and discussion, a motion was made by Doug Reilly and seconded by Susie
39 Cox to approve W.B. Starr not to exceed in the amount of one thousand dollars
40 (\$1,000.00) for this request. The motion passed 3-0 with David Roberts, Doug
41 Reilly and Susie Cox voting in favor.

42

43 The Landscape Committee Chairperson, Marlene Eckstein, requested the Board of
44 Directors to allocate funds to Sea Crest Landscape to replace the stolen plants
45 around the monument. Following review and discussion, a motion was made by
46 Doug Reilly and seconded by Susie Cox to approve Sea Crest Landscaping not to
47 exceed in the amount of one thousand dollars (\$1,000.00) for this request. The
48 motion passed 3-0 with David Roberts, Doug Reilly and Susie Cox voting in favor.

49

50 **Minutes**

51 The Board of Directors reviewed the Minutes from the July 23, 2015 and the August
52 27, 2015 Board of Directors Meeting. Following review and discussion, a motion
53 was made by Doug Reilly and seconded by Susie Cox to approve the Minutes as
54 presented. The motion passed 3-0 with David Roberts, Doug Reilly and Susie Cox
55 voting in favor.

56

57 The Board of Directors reviewed the Minutes from the August 5, 2015 Board of
58 Directors Meeting. Following review and discussion, it was the consent of the Board
59 to postpone this topic to the October Board Meeting.

60

61 The Board of Directors reviewed the Minutes from the September 9, 2015 Board of
62 Directors Meeting. Following review and discussion, a motion was made by Doug
63 Reilly and seconded by Susie Cox to approve the Minutes as presented. The
64 motion passed 2-1 with Doug Reilly and Susie Cox voting in favor. David Roberts
65 voting not in favor.

66

67 **Consent Calendars & Resolutions**

68 The Board of Directors reviewed the Lien Resolution for account number #444106-
69 09. Following review and discussion, a motion was made by Doug Reilly and
70 seconded by Susie Cox to approve levying a lien against account #444106-09. The
71 motion passed 3-0 with David Roberts, Doug Reilly and Susie Cox voting in favor.

72

73 **Maintenance & Service Proposals**

74 The Board of Directors reviewed proposals submitted by McCormack Roofing,
75 McCarthy Roofing and Roofing Standards for the annual roofing maintenance and
76 gutter cleaning. Following review and discussion, a motion was made by David
77 Roberts and seconded by Susie Cox to approve McCarthy Roofing in the amount of
78 eleven thousand eight hundred thirty-eight dollars (\$11,838.00). The motion passed
79 3-0 with David Roberts, Doug Reilly and Susie Cox voting in favor.

Minutes

Lien Resolution

Roof Maintenance

Spa Heater

80
81 The Board of Directors reviewed a proposal submitted by Decksider Pools to replace
82 the spa heater at the Santa Rosa pool in the amount of three thousand seven
83 hundred seventy-three dollars and seventy-two cents (\$3,773.72). Following review
84 and discussion, a motion was made by Susie Cox and seconded by David Roberts
85 to approve the proposal as presented. The motion passed 3-0 with David Roberts,
86 Doug Reilly and Susie Cox voting in favor.

87
88 **Administrative & Operating Requests and Actions**

210 Santa Rosa

89 The Board of Directors reviewed correspondence submitted by Ms. Feasel, 210
90 Santa Rosa, regarding payment for damaged interior repairs. Following review and
91 discussion, a motion was made by Doug Reilly and seconded by Susie Cox to
92 approve to pay the owner two thousand five hundred fifty dollars (\$2,550.00) so the
93 owner can upgrade their cabinets, carpeting and countertop. The motion passed
94 2-1 with Doug Reilly and Susie Cox voting in favor. David Roberts voted not in favor.

95
96 **Architectural Matters**

606 San Nicholas

97 The Board of Directors reviewed the Architectural Application submitted by Ms.
98 Firebaugh, 606 San Nicholas, to install a pergola over their patio like for like to unit
99 600 San Nicholas. Following review and discussion, a motion was made by David
100 Roberts and seconded by Susie Cox to approve the Architectural Application as
101 presented. The motion passed 2-1 with David Roberts and Susie Cox voting in
102 favor. Doug Reilly voted not in favor.

207 Santa Rosa

103
104 The Board of Directors reviewed the Architectural Application submitted by Mr.
105 Romeu, 207 Santa Rosa, to install a new A/C unit in the same location as the
106 existing A/C unit with the refrigerant lines rerouting through the unit. Following
107 review and discussion, a motion was made by David Roberts and seconded by
108 Doug Reilly to approve the Architectural Application as presented with the condition
109 for David Roberts to oversee the installation of the refrigerant lines. The motion
110 passed 3-0 with David Roberts, Doug Reilly and Susie Cox voting in favor.

Financial

111
112 **Financials**

113 The Board of Directors reviewed the financial statements for period ending August
114 31, 2015. Following review and discussion, a motion was made by Doug Reilly and
115 seconded by David Roberts to approve the financials as presented. The motion
116 passed 3-0 with Doug Reilly, Susie Cox and David Roberts voting in favor.

Board Directive

117
118 **Board's Directives**

119 The Board of Directors provided the following directives for Management to perform:

- 120 1. Add Pressure Regular Value to the next agenda
121 2. Provide Updated CD Rates

- 122 3. Request 507 to be the Inspector of Elections for the Adjourned Annual Meeting
123 4. Provide the Board of Directors a Current List of Owners and Residents
124 5. Contact PCM Regarding the Association's Website
125 6. Provide Invoices for All Collection Matters

126

127 **Adjournment**

128 There being no further business to come before the Board, it was the general consent
129 of the Board of Directors to adjourn the Meeting at 8:30 p.m.

130

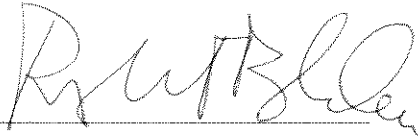
131 **Attest**

132

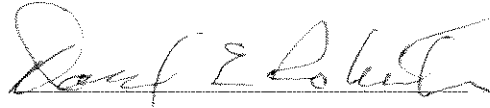
133

134

135



President



Secretary

Adjournment

Attest