

**The Terrace at Canyon Hills Homeowners Associations  
Board of Directors Meeting Minutes  
June 23, 2016**

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, June 23, 2016 at the Santa Rosa Community Pool.  
4 Susie Cox called the Meeting to order at 6:37 p.m., with a quorum of Directors  
5 present.

6

7 **Directors Present**

8 Susie Cox, Vice President

9 David Golbahar, Treasurer

10 Marlene Eckstein, Member at Large

11

12 **Directors Absent**

13 Rob Alen, President

14

15 **Also Attending**

16 Eric Fordyce, Accell Property Management, Inc.

17 Greg Walker, Accell Property Management, Inc.

18 Five (5) Homeowners

19

20 **Executive Session Meeting Topic**

21 In accordance with California Civil Code Section 4935(e), the Board of Directors notes  
22 that the following topics were discussed during the Executive Session Meeting held  
23 on June 23, 2016:

Executive Session  
Meeting Topics

24

25 1. Approval of the May 26, 2016 Executive Session Meeting Minutes.

26 2. Fee Waiver Requests.

27 3. Board Resolution to Foreclose.

28 4. Case History Summary Report submitted by The Judge Law Firm.

29

30 The foregoing resolution is executed pursuant to the general consent of the Board of  
31 Directors.

32

33 **Open Forum**

34 There were five (5) homeowners present to discuss common area landscaping and

Open Forum

35 the Association Rules and Regulations.

36

37 **Minutes**

38 The Board of Directors reviewed the Minutes from the May 26, 2016 Board of  
39 Directors Meeting. Following review and discussion, a motion was made by David  
40 Golbahar and seconded by Susie Cox to approve the Minutes as presented. The  
41 motion passed unanimously with David Golbahar, Suzie Cox, and Marlene Eckstein  
42 voting in favor.

Minutes

43

44 **Maintenance & Service Proposals**

45 The Board of Directors reviewed a proposal submitted by Carasso Construction  
46 Services for concrete grinding at 516 San Nicholas Court at a cost of two hundred fifty  
47 seven dollars and zero cents (\$257.00). Following review and discussion, a motion  
48 was made by Susie Cox and seconded by David Golbahar to approve the proposal at  
49 a not to exceed amount of five hundred dollars (\$500.00) and add the grinding of the  
50 concrete at 517 San Nicholas Court. The motion passed unanimously with Suzie Cox,  
51 David Golbahar, and Marlene Eckstein voting in favor.

Carasso  
Construction

52

53 The Board of Directors reviewed various tree trimming proposals submitted by  
54 Quezada Pro Landscape, Inc. Following review and discussion, a motion was made  
55 by Marlene Eckstein and seconded by Susie Cox to approve two (2) proposals  
56 submitted by Quezada Pro Landscape Inc. at a cost of eight hundred fifty dollars and  
57 zero cents (\$850.00). The motion passed unanimously with Marlene Eckstein, Susie  
58 Cox, and David Golbahar voting in favor.

Quezada Pro  
Landscape Inc.

59

60 **Administrative & Operating Requests and Actions**

61 The Board of Directors held a discussion regarding an open Board position. Following  
62 review and discussion, a motion was made by Marlene Eckstein and seconded by  
63 Susie Cox to appoint Gene Levy as Secretary for the Terrace at Canyon Hills  
64 Homeowner Association. The motion passed unanimously with Marlene Eckstein,  
65 Susie Cox, and David Golbahar voting in favor.

Board Appointment

66

67 The Board of Directors reviewed a proposal submitted by James LeCourt Plumbing  
68 for a gas line repair near the San Nicholas Pool. Following review and discussion, a  
69 motion was made by David Golbahar and seconded by Susie Cox to obtain two (2)  
70 additional bids with a not to exceed amount of seven thousand two hundred fifty

Gas Line Repair

71 dollars and zero cents (\$7,250.00) to repair. The motion passed unanimously with  
72 David Golbahar, Suzie Cox, and Marlene Eckstein voting in favor.

73

74 The Board of Directors reviewed a patio inspection report with photos submitted by  
75 Accell Property Management, Inc. Following review and discussion, it was the  
76 general consent of the Board of Directors to postpone this item and place on the July  
77 Agenda.

Patio Inspection

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79 The Board of Directors reviewed the 2016 Annual Calendar. Following review and  
80 discussion, no action was taken.

2016 Annual  
Calendar

81

82 **Financials**

83 The Board of Directors reviewed the financial statements for the period ending  
84 May 31, 2016. Following review and discussion, a motion was made by Susie Cox  
85 and seconded by David Golbahar to approve the financial statements as submitted.  
86 The motion passed unanimously with Suzie Cox, David Golbahar, and Marlene  
87 Eckstein voting in favor.

Financial

88

89 **Adjournment**

90 There being no further business to come before the Board, it was the general consent  
91 of the Board of Directors to adjourn the Meeting at 8:03 p.m.

Adjournment

92


93 **Attest**

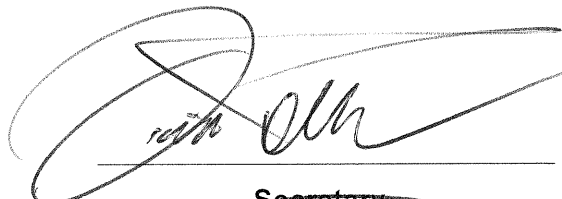
Attest

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96

  
Vice President

  
Secretary  
Tera Suarez