

**The Terrace at Canyon Hills Homeowners Associations
Board of Directors Meeting Minutes
October 22, 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, October 22, 2015 at the Accell Property
4 Management office located at 23046 Avenida De La Carlota, Suite 700, Laguna
5 Hills, CA 92653. Robert Alen called the Meeting to order at 6:35 p.m., with a
6 quorum of Directors present.

7

8 **Directors Present**

9 Robert Alen, President
10 David Golbahar, Treasurer
11 David Roberts, Secretary
12 Doug Reilly, Member at Large

13

14 **Directors Absent**

15 Susie Cox, Vice President

16

17 **Also Attending**

18 Eric Fordyce, Accell Property Management, Inc.
19 Marlene Eckstein, Landscape Committee
20 Two (2) Homeowners

21

22 **Homeowner Open Forum**

23 Homeowners showed up to discuss landscaping.

24

25 **Executive Session Meeting Topic**

26 In accordance with California Civil Code Section 4935(e), the Board notes that the
27 following topics were discussed during the Executive Session Meeting held on
28 October 22, 2015:

29

30 1. Approval of Executive Session Meeting Minutes

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 the Board of
37 Directors to approve the Sea Crest Landscaping proposal to replace the damaged

Executive Session
Meeting Topics

Landscape
Committee

38 plants on the El Toro slope in the amount of two hundred fifty-five dollars (\$255.00).
39 Following review and discussion, a motion was made by Doug Reilly and seconded
40 by Robert Alen to approve the proposal as presented. The motion passed 4-0 with
41 Robert Alen, David Roberts, Doug Reilly and David Golbahar voting in favor.

42

43 **Minutes**

44 The Board of Directors reviewed the No Quorum Minutes from the September 24,
45 2015 Annual Meeting. Following review and discussion, a motion was made by
46 Doug Reilly and seconded by Robert Alen to approve the Minutes with corrections.
47 The motion passed 4-0 with Robert Alen, David Roberts, Doug Reilly and David
48 Golbahar voting in favor.

49

50 The Board of Directors reviewed the Minutes from the September 24, 2015 Board of
51 Directors Meeting. Following review and discussion, it was the consent of the Board
52 to postpone this topic to the November Board Meeting.

53

54 **Maintenance & Service Proposals**

55 The Board of Directors reviewed proposals submitted by Association Reserves,
56 Advanced Reserve Solutions, and McCaffery Reserve. Following review and
57 discussion, a motion was made by Robert Alen and seconded by Doug Reilly to
58 approve Association Reserves for a full on-site study in the amount of two thousand
59 dollars (\$2,000.00). The motion passed 4-0 with Robert Alen, David Roberts, Doug
60 Reilly and David Golbahar voting in favor.

61

62 The Board of Directors reviewed a proposal submitted by JB Bostick Company to
63 make the concrete / asphalt repairs and slurry seal in the amount of forty thousand
64 two hundred thirty-two dollars (\$40,232.00). Following review and discussion, a
65 motion was made by Doug Reilly and seconded by Robert Alen to approve the
66 proposal with a fifteen percent (15%) contingency. The motion passed 4-0 with
67 Robert Alen, David Roberts, Doug Reilly and David Golbahar voting in favor.

68

69 **Administrative & Operating Requests and Actions**

70 The Board of Directors reviewed correspondence submitted by Ms. Tom, 200
71 Santa Rosa, regarding lost of rent and repairs due to water intrusion. Following
72 review and discussion, a motion was made by Doug Reilly and seconded by Robert
73 Alen to deny the owner's request for reimbursement. The motion passed 4-0 with
74 Robert Alen, David Roberts, Doug Reilly and David Golbahar voting in favor.

75

76 **Architectural Matters**

77 The Board of Directors reviewed the Architectural Application submitted by Ms.

Minutes

Reserve Study

Asphalt Repairs

200 Santa Rosa

606 San Nicholas

78 Firebaugh, 606 San Nicholas, to install a different pergola over their patio.
79 Following review and discussion, it was the consent of the Board to postpone this
80 topic to the November Board Meeting.

81

82 **Financials**

83 The Board of Directors reviewed the financial statements for period ending September
84 30, 2015. Following review and discussion, a motion was made by Doug Reilly and
85 seconded by David Roberts to approve the financials as presented, subject to the
86 year-end audit. The motion passed 4-0 with Robert Alen, David Roberts, Doug Reilly
87 and David Golbahar voting in favor.

88

89 **Board's Directives**

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

- 91 1. Contact two (2) Arborists, Abrogate Consultants and Sowers Tree Consultation, to
92 evaluate the two (2) trees on both sides of deck at 118 Santa Rosa Court.
93 2. Provide three (3) contractors to repair the wood joist at the San Nicholas pool
94 staircase.
95 3. Send notices to units to 119 Santa Rosa Court and 224 Santa Rosa Court. Do
96 not send notices to 627 Santa Rosa Court and 401 San Nicholas Court until the
97 Board of Directors approve to send notices.

98

99 **Adjournment**

100 There being no further business to come before the Board, it was the general consent
101 of the Board of Directors to adjourn the Meeting at 9:00 p.m.

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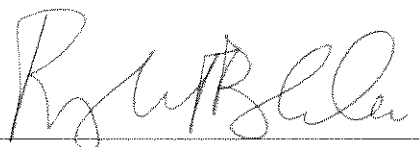
103 **Attest**

104

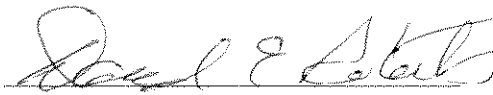
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President



Secretary

Financial

Board Directive

Adjournment

Attest