

THE TERRACE AT CANYON HILLS HOMEOWNERS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
OCTOBER 22, 2020
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 Thursday, October 22, 2020 at 6:30 P.M. via Zoom virtual meeting.

PRESENT Shelia Deakin, President
Marlene Eckstein, Vice President
Brad Hartke, Secretary
Frank Aronoff, Treasurer
Kim Fields, Member at Large

Eric Fordyce, Platinum Management Group

ABSENT None

CALL TO ORDER The meeting was called to order by the Shelia Deakin, President, at 6:44 P.M. with quorum of the Directors present.

OPEN FORUM There were eleven (11) homeowners in attendance. Homeowners brought to the Board's attention questions regarding the audit and the anti-harassment policy.

COMMITTEE REPORTS Marlene Eckstein, Landscape Chairperson, provided the Board of Directors an update and recommendations.

Frank Aronoff, Maintenance Chairperson, provided the Board of Directors an update and recommendations. . No recommendations.

Brad Hartke, Communication Chairperson, provided an update regarding the association's website (www.theterraceatcanyonhills.com).

Evelyn Saunders, Architectural Chairperson, provided the Board of Directors an update and recommendations.

Steve Tellish, Parking Chairperson, provided a report of general violations and parking enforcement recommendations.

**EXECUTIVE
SESSION
DISCLOSURE**

In accordance with California Civil Code 4935(e), an executive session Board Meeting was held before the regular session Board Meeting on October 22, 2020 and the following topics were reviewed:

- A. Approved the September 21, 2020 and September 24, 2020 Executive Meeting Minutes
- B. Conducted Hearings
- C. Reviewed the October 15, 2020 Delinquency Report

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**TREASURER'S
REPORT**

As of the September 30, 2020 Financial Statement, the Operating Account reflects a year to date revenue of \$247,652.01 and a year to date expenditures of \$263,745.55.

The association also contributes \$30,132.00 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 September 30, 2020 are \$1,244,981.95.

Total Accounts Receivables as of October 16, 2020 are \$4,726.17.

**CONSENT
CALENDAR**

The Board of Directors reviewed the consent calendar below.

- A. Approval of the September 24, 2020 Board of Directors Annual Meeting Minutes. Following review and discussion, a motion was made by Marlene Eckstein and seconded by Frank Aronoff to approve the minutes as presented. The motion passed unanimously.
- B. Approval of the September 24, 2020 Board Meeting Minutes. Following review and discussion, a motion was made by Frank Aronoff and seconded by Marlene Eckstein to approve the minutes as presented. The motion passed 3-2 with Sheila Deakin and Brad Hartke abstaining.
- C. Acceptance of the September 30, 2020 Financials. Following review and discussion, a motion was made by Frank Aronoff and seconded by Marlene Eckstein to approve the financials as presented. The motion passed unanimously.

NEW BUSINESS

- A. Reserve CD Investments
 1. The Board of Directors reviewed recommendation from Morgan Stanley to transfer \$487K to invest in a 9-month CD and additional \$50K to a checking account to First Republic Bank. Following review and discussion, a motion was made by Frank Aronoff and seconded by Brad Hartke to approve a transfer of \$175K to a 4-month CD and \$50K to a checking account with First Republic Bank; to reinvest \$300K CD in 3 – 9 month CDs with Morgan Stanley and reinvest the maturing \$100K CD at the of October to a 9-month CD with Morgan Stanley. The motion passed unanimously.
- B. Landscape Improvement Proposals

The Board of Directors reviewed proposals submitted by Quezada Pro Landscaping as follows:

 1. Flush cut Eucalyptus two (2) trees at 412 San Nicholas in the amount of \$1,850.00. Following review and discussion, a motion was made by Marlene Eckstein Frank Aronoff to approve the proposal as presented. The motion passed 4-1 with Kim Fields opposed.
 2. Remove dead Liquid Amber and flush cut Eucalyptus (5)- 118 Santa Rosa in the amount of \$2,670.00. Following review and discussion, a motion was made by Marlene Eckstein and seconded by Frank Aronoff to approve the proposal as presented. The motion passed unanimously.

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3. Pine tree removal – 113 Santa Rosa Court at a cost of \$450.00. Following review and discussion, a motion was made by Marlene Eckstein and seconded by Brad Hartke to approve a proposal to crown the tree in the amount of \$275.00. The motion passed unanimously.

C. Common Area Improvement Proposals

The Board of Directors reviewed proposals submitted by Carasso Construction for October maintenance as follows:

1. October Maintenance Inspection – 400 Circle for repairs. Following review and discussion, a motion was made Frank Aronoff and seconded by Kim Fields to approve the repairs to 400 – 413 San Nicholas as presented and the remaining repairs to be on the November agenda for review. The motion passed unanimously.
2. Termite wood repairs at units 209, 213, 223 Santa Rosa and 516 San Nicholas. Following review and discussion, a motion was made by Frank Aronoff and seconded by Kim Fields to approve the proposal as presented. The motion passed unanimously.

D. Plumbing Proposals

The Board of Directors reviewed the following proposals submitted by Severson Plumbing:

1. Annual Drain Maintenance at cost of \$12,875.00. Following review and discussion, a motion was made by Frank Aronoff and seconded by Marlene Eckstein to approve the proposal as presented. The motion passed 4-1 with Kim Fields abstaining.
2. Permanent Repair – 411 San Nicholas as follows:
Following review and discussion, a motion was made by Frank Aronoff and seconded by Shelia Deakin to approve option (a) to dig a sewer line and install 2-way clean out in the amount of \$2,500.00. The motion passed 4-1 with Kim Fields abstaining.

E. Asphalt Sealcoat/Repair Proposals

The Board of Directors reviewed four proposals submitted by Quickel Paving, TLG Paving, Rose Paving, and NPG Paving for asphalt repair. Following review and discussion, a motion was made by Frank Aronoff and seconded by Shelia Deakin to approve the proposal submitted by Rose Paving in the amount of \$16,833.70. The motion passed 4-1 with Brad Hartke abstaining.

F. Homeowner Request

The Board of Directors reviewed homeowner request as follows:

1. Towing Reimbursement – 315 San Nicholas. Following review and discussion, a motion was made by Kim Fields and seconded by Brad Hartke to deny the request for towing reimbursement. The motion passed unanimously.
2. Plumbing Reimbursement - 405 San Nicholas. Following review and discussion, a motion was made by Frank Aronoff and seconded by Marlene Eckstein to approve the request of \$350.00 as presented. The motion passed unanimously.

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3. Billing Statement Changes- 514 San Nicholas. Following review and discussion, a motion was made by Frank Aronoff and seconded by Marlene Eckstein to approve the request as presented. The motion passed unanimously.
4. Agenda Color Change – 514 San Nicholas. Following review and discussion, a motion was made by Frank Aronoff and seconded by Shelia Deakin to approve to have a colored agenda every other month. The motion passed unanimously.
5. Block Party Compliant – 613 San Nicholas. Following review and discussion, a motion was made by Brad Hartke and seconded by Shelia Deakin to take no further action as this is a neighbor to neighbor issue. The motion passed 4-1 with Frank Aronoff abstaining.
6. Pool Area – New Bulletin Boards. Following review and discussion, it was the general consent of the Board of Directors to request that management obtain the cost of new bulletin boards for the common areas.

ADJOURN There being no further business, the meeting was adjourned at 10:45 P.M.

THE BOARD OF DIRECTORS APPROVED THESE MEETING MINUTES AT THE NOVEMBER 19, 2020 BOARD MEETING.