

THE TERRACE AT CANYON HILLS HOMEOWNERS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
FEBRUARY 24, 2022
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, February 24, 2022, at 6:30 P.M. via Zoom virtual meeting or in person at the PMG's office, 65 Enterprise, Aliso Viejo, CA 92694.

PRESENT Sheila Deakin, President
Marcia Hollander, Vice President
Frank Aronoff, Treasurer
Marlene Eckstein, Secretary
Wiam Elbettar, Member at Large

Eric Fordyce, Platinum Management Group

ABSENT None

CALL TO ORDER The meeting was called to order by Sheila Deakin, President, at 6:59 P.M. with quorum of the Directors present.

OPEN FORUM There were twelve (12) homeowners present. The topics discussed were 213 Santa Rosa exterior repair start date, website and admin rights, ADR Disclosure, and extra parking safelist days.

COMMITTEE REPORTS Finance Committee Chairperson, Caitlin Reyna
Landscape Chairperson - Marlene Eckstein
Maintenance Committee Chairperson, Marcia Hollander
Communication Co-Chairpersons, Sheila Deakin and Ann Marie McKay
Architectural Chairperson, Evelyn Saunders. The architectural committee reviewed the architectural guidelines and request the architectural appeal form be included.
Parking Committee, Sheila Deakin

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 February 24, 2022, and the following topics were reviewed:

- A. Approval of the November 18, 2021, January 12 & 27, 2022, Executive Meeting Minutes
- B. Late Fee Waiver Requests
- C. Violation Rebuttal
- D. Violation Request
- E. February 18, 2022 Delinquency Report

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**TREASURER'S
REPORT**

As of the January 31, 2021, Financial Statement, the Operating Account reflects a year-to-date revenue of \$611,437.33 and a year-to-date expenditure of \$638,527.35.

The association also contributes \$41,173.92 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 January 31, 2022 are \$1,459,040.97.

Total Accounts Receivables as of February 18, 2022 are \$5,813.90.

The Board of Directors reviewed the Edison Electricity Review from June 2021 through February 2022 with the ownership present.

**CONSENT
CALENDAR**

The Board of Directors reviewed the consent calendar below:

- A. Approval of the November 18, 2021, Board of Directors Meeting Minutes. Following review and discussion, a motion was made by Sheila Deakin and seconded by Marcia Hollander to approve the minutes as amended. The motion passed unanimously.
- B. Approval of the January 27, 2022 Board of Directors Minutes. Following review and discussion, a motion was made by Sheila Deakin and seconded by Marcia Hollander to approve the minutes as amended. The motion passed unanimously.
- C. Acceptance of the January 31, 2022, Financials. Following review and discussion, a motion was made by Frank Aronoff and seconded by Sheila Deakin to approve the financials as presented. The motion passed 4-1 with Marcia Hollander opposed.

NEW BUSINESS

A. Landscape Improvement Proposals

1. 415 San Nicholas trim pine tree - \$500.00. Following review and discussion, a motion was made by Marcia Hollander and seconded by Marlene Eckstein to approve the proposal as presented. The motion did not pass with Sheila Deakin, Wiam Elbettar and Frank Aronoff opposed.
2. Plant pruning, weed killing and stump removals to avoid future damage to the retaining wall - \$3,200.00. Following review and discussion, a motion was made by Marcia Hollander and seconded by Wiam Elbettar to obtain a second proposal. The motion passed 4-1 with Marlene Eckstein opposed.
3. The City of Laguna Beach Plant / Trees Installation Recommendations. Following review and discussion, a motion was made by Sheila Deakin and seconded by Marlene Eckstein to table a discussion until the next Director's walk with the HOA landscaper. The motion passed unanimously.

B. Common Area Improvement Proposals

The Board of Directors reviewed a proposal / contract submitted by ProTec Building Services for general maintenance for the community. Following review and discussion, a motion was made by Marcia Hollander and seconded by Wiam Elbettar to approve ProTec Building Service contract

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for 10 hours a week and to provide proposals for all the common area repairs and units with water intrusion. The motion passed unanimously.

C. Draft Proposed 2022/2023 Budget

The Board of Directors reviewed the draft proposed 2022/2023 budget. The final version of the budget will have to be approved on or before April 21, 2022. Following review and discussion, a motion was made by Sheila Deakin and seconded by Marcia Hollander to table the proposal for future discussions. The motion passed unanimously.

D. Association Insurance Renewal

The Board of Directors reviewed a proposal submitted by LaBarre / Oksnee regarding the renewal policy for February 26, 2022. Following review and discussion, a motion was made by Frank Aronoff and seconded by Marcia Hollander to approve the proposal to include \$5M in Property coverage in the amount of \$464,401.00 to be paid from the HOA's reserve account. The motion passed unanimously.

E. Gutter Repair – 608 San Nicholas

The Board of Directors reviewed a proposal submitted by Jim Murray Roofing to repair the gutter from a broken branch. Following review and discussion, a motion was made by Sheila Deakin and seconded by Marcia Hollander to table the proposal in the amount of \$1,885.00 and to have Protech Building Services provide a proposal at the March board meeting. The motion passed unanimously.

F. Board Members Request / Discussion

1. Update on Rain Related Expenses. Following review and discussion, it was the general consent of the Board of Directors to not take any further action.
2. Tree Report. Following review and discussion, it was the general consent of the Board of Directors to not take any further action.
3. Out of Office Calendar. Following review and discussion, it was the general consent of the Board of Directors to not take any further action.
4. Civil Engineer / Geotechnical Engineer. Following review and discussion, it was the general consent of the Board of Directors to approve the owner's recommendations to use the 2 engineers for erosion and soil conditions concerns.

G. Management / Homeowner Requests

1. 422 San Nicholas – Extra Safelist Days Request. Following review and discussion, a motion was made by Sheila Deakin and seconded by Frank Aronoff to approve 8 extra days per month for 90 days for medical oversight. The motion passed unanimously.
2. 310 San Nicholas – New Green Waste Trash Bins. Following review and discussion, a motion was made by Sheila Deakin and seconded by Wiam Elbettar to review the new trash bin laws. The motion passed unanimously.

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3. 315 San Nicholas – Architectural Appeal for pots in the common arear. Following review and discussion, a motion was made by Wiam Elbettar and seconded by Sheila Deakin to approve the appeal and allow the owner to place pots in the common areas. The motion passed 3-2 with Frank Aronoff and Marlene Eckstein opposed.
4. Purchase Common Area Dog Sign - Following review and discussion, a motion was made by Marcia Hollander and seconded by Sheila Deakin to approve a purchase of 1 dog sign by the Maintenance Committee. The motion passed unanimously.

NEXT MEETING The next board meeting is scheduled for March 24, 2022.

ADJOURN There being no further business, the meeting was adjourned at 11:03 P.M.

THE BOARD OF DIRECTORS APPROVED THESE MINUTES AT THE MARCH 24, 2022 MEETING