

THE TERRACE AT CANYON HILLS HOMEOWNERS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
JULY 22, 2021
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, July 22, 2021, at 6:30 P.M. via Zoom virtual meeting.

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

Eric Fordyce, Platinum Management Group

ABSENT None

CALL TO ORDER The meeting was called to order by Sheila Deakin, President, at 6:35 P.M. with quorum of the Directors present.

OPEN FORUM There were nine (9) homeowner present for open forum. The following topics were discussed. Cost of violation notices, postpone the adoption of the 3 new polices, vehicle registration, repiping, and future spending on capital repair projects,

COMMMITTEE REPORTS Marlene Eckstein, Landscape Chairperson, provided an update.
Frank Aronoff, Maintenance Committee Chairperson, provided an update.
Kim Fields, Communication Chairperson, no update was provided.
Evelyn Saunders, Architectural Chairperson, provided an update.
Sheila Deakin, Parking Committee Chairperson, provided an update.

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 July 22, 2021, and the following topics were reviewed:

- A. June 15, 2021, Executive Meeting Minutes
- B. June 24, 2021, Executive Meeting Minutes
- C. Hearing Notice
- D. Member Discipline
- E. Legal Updates
- F. June 30, 2021 Delinquency Report

TREASURER'S REPORT

As of the June 30, 2021, Financial Statement, the Operating Account reflects a year-to-date revenue of \$78,128.29 and a year-to-date expenditure of \$66,905.21.

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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 June 30, 2021, are \$1,270,539.36.

Total Accounts Receivables as of June 30, 2021, are \$4,802,33.

**CONSENT
CALENDAR**

The Board of Directors reviewed the consent calendar below.

- A. Approval of the June 21, 2021, Board of Directors Meeting Minutes. Following review and discussion, a motion was made Sheila Deakin and seconded by Brad Harke to approve the minutes as presented. The motion passed unanimously.
- B. Approval of the June 24, 2021, Board of Directors Meeting Minutes. Following review and discussion, a motion was made by Sheila Deakin and seconded by Frank Aronoff to approve the minutes as amended. The motion unanimously.
- C. Acceptance of the June 30, 2021, Financials. Following review and discussion, a motion was made by Brad Hartke and seconded by Frank Aronoff to approve the financials as presented. The motion passed unanimously.

NEW BUSINESS

- A. Association Reserve Investments
The Board of Directors reviewed correspondence submitted by Morgan Stanley regarding two (2) \$100,000.00 CDs that are maturing on August 9, 2021, and one (1) \$100,000.00 CD that is maturing on August 25, 2021. Following review and discussion, a motion was made by Sheila Deakin and seconded by Kim Fields to reinvest the (2) two CDs that are maturing August 9, 2021, in a 6-month CD and the (1) CD that matures August 25, 2021, in a (12) twelve-month CD with Morgan Stanley. The motion passed unanimously.
- B. Common Area Improvement Proposals
The Board of Directors reviewed proposals submitted by Carasso Construction for July 2021 maintenance inspection punch lists regarding repairs to the common area in the 100 Circle as follows:
 1. Various Repairs in the 100 Circle. Following review and discussion, a motion was made by Frank Aronoff and seconded by Sheila Deakin to approve the termite repairs only in the amount of \$706.00. The motion passed unanimously.
 2. Utility Door Replacement in the amount of \$20,930.00. Following review and discussion, it was the general consent of the Board of Directors to table this proposal until further financial review.
 3. Power wash the retaining wall leading to the 600 Circle in the amount of \$675.00. Following review and discussion, a motion was made by Frank Aronoff and seconded Kim Fields to approve the proposal as presented.
 4. 628 San Nicholas – Termite wood replacement due to termite treatment in the amount of \$530.00. Following review and discussion, it was the general consent of the Board of Directors to table this

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proposal and request management to contact termite companies and ask if new termites can detect dead termites which causes them to go to the same location if the repairs are not made.

C. Common Area Landscape Proposals

The Board of Directors reviewed proposals submitted by Quezada Landscape for common area improvements as follows:

1. Remove turf around Magnolia trees in specific locations in the amount of \$5,200.00. Following review and discussion, a motion was made by Marlene Eckstein and seconded by Brad Harke to deny this proposal. The motion passed unanimously.
2. Install new irrigation behind 629 and 500 slope in the amount of \$350.00. Following review and discussion, a motion was made by Sheila Deakin and seconded by Marlene Eckstein to approve the proposal as presented. The motion passed unanimously.
3. Install new irrigation behind 101 Santa Rosa – 323 San Nicholas in the amount of \$1,250.00. 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 3-1-1 with Kim Fields opposed and Brad Harke abstained.

D. Exterior Repairs – 213 San Nicholas

The Board of Directors reviewed a proposal submitted by Paul Russell from Axis Construction for the exterior repairs in the amount of \$51,499.00. Following review and discussion, a motion was made by Sheila Deakin and seconded by Marlene Eckstein to approve the proposal as presented. The motion passed unanimously.

E. Mailbox Replacement

The Board of Directors reviewed proposals submitted by Hilcrest Construction and Carasso Construction for replacement of a more secure mailbox as the old mailboxes have been vandalized. Following review and discussion, a motion was made by Sheila Deakin and seconded by Frank Aronoff to table this proposal until the September 23, 2021 meeting. The motion passed unanimously. Frank Aronoff will work with USPS to change the locking mechanisms on the back of the mailboxes.

F. Deep Cleaning of Pool Furniture – Personal Touch

The Board of Directors reviewed a proposal submitted by Personal Touch for deep cleaning of the pool furniture. Following review and discussion, a motion was made by Frank Aronoff and seconded by Sheila Deakin to deny the proposal. The motion passed unanimously.

G. Chlorine Shortage Correspondence

The Board of Directors reviewed correspondence submitted by Best Pool regarding the chlorine shortage and possible closure of the spa due to lack of chlorine. Following review and discussion, it was the general consent of the Board of Directors to take no further action.

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H. Proposed Fine Policy with the Current Rules and Regulations Adoption

The Board of Directors reviewed information submitted regarding the proposed adoption of the Fine Policy with the Current Rules and Regulations. Following review and discussion, a motion was made by Sheila Deakin and seconded by Brad Hartke to table this until the August 26, 2021 meeting. The motion passed unanimously.

I. Proposed Anti-Harassment Adoption

The Board of Directors reviewed information submitted regarding the proposed adoption of the Anti-Harassment adoption. Following review and discussion, a motion was made by Kim Fields and seconded by Sheila Deakin to table this until the August 26, 2021 meeting. The motion passed unanimously.

J. Proposed Architectural Guidelines Adoption

The Board of Directors reviewed information submitted regarding the adoption of the proposed architectural guidelines. Following review and discussion, a motion was made by Sheila Deakin and seconded by Marlene Eckstein to table this until the August 26, 2021 meeting. The motion passed 2 – 2- 1 with Sheila Deakin and Marlene Eckstein in favor, Kim Fields and Frank Aronoff opposed, and Brad Hartke abstained.

K. Board Member / Management Requests / Discussions

1. Architectural Violation Form Approval. Following review and discussion, it was the general consent of the Board of Directors to table this topic.
2. Car Registration for Homeowners. Following review and discussion, it was the general consent of the Board of Directors to table this topic.
3. Repipe Contractor Review. Following review and discussion, a motion was made by Sheila Deakin and seconded by Marlene Eckstein to request Management obtain three (3) proposals. The motion passed unanimously.
4. Stamped Concrete – Better Products Available Now. Following review and discussion, it was the general consent of the Board of Directors to request management to request Rose Paving to investigate.
5. Drainage Behind 500 Unit – Following review and discussion, the Board of Directors requested that Management to determine the cost.
6. Vandalism – Latest Incident at Santa Rosa Pool. Following review and discussion, it was the general consent of the Board of Directors to take no further action.
7. SCE Boxes Landscape Update. Following review and discussion, it was the general consent of the Board of Directors to have the landscape committee provide their recommendation to the Board of Directors.
8. TCH Website – Update and Posting. Following review and discussion, it was the general consent of the Board of Directors to take no further action.
9. American Geotechnical Report – 412 San Nicholas. Following review and discussion, it was the general consent of the Board of Directors to take no further action.

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L. Homeowner Requests

1. 501 San Nicholas – Plumbing reimbursement in the amount of \$578.00. The request was denied at the February 25, 2021, board meeting. Following review and discussion, a motion was made by Kim Fields and seconded by Marlene Eckstein to deny the request and take no further action.
2. 501 San Nicholas – Disputing Payment to Association for Erroneous Plumber Request - \$165.00 Severson Trip Charge. Following review and discussion, it was the general consent of the Board of Directors that this invoice was the homeowner's responsibility to pay.
3. 311 San Nicholas – Architectural Application to add Vents to the Roof for Ventilation. Following review and discussion, a motion was made by Sheila Deakin and seconded by Frank Aronoff to approve the application with the condition that the homeowner sign the maintenance agreement written by legal counsel. The motion passed unanimously.
4. 501 San Nicholas – Issues with Neighbors Adult Daughter. Following review and discussion, it was the general consent of the Board of Directors to take no further action.
5. 103 Santa Rosa – Seal Coating Concerns. Following review and discussion, it was the general consent of the Board of Directors to take no further action.
6. 216 Santa Rosa – Parking Issues. Following review and discussion, it was the general consent of the Board of Directors to take no further action.
7. 514 San Nicholas – Recommended Fence Standard. Following review and discussion, it was the general consent of the Board of Directors to request the Architectural Committee to review.
8. 118 Santa Rosa – Landscape Request. Following review and discussion, it was the general consent of the Board of Directors to request the Landscape Committee to review.
9. 203 Santa Rosa – Landscape Request. Following review and discussion, it was the general consent of the Board of Directors to request the Landscape Committee to review.

NEXT MEETING

The next meeting is scheduled for August 26, 2021.

ADJOURN

There being no further business, the meeting was adjourned at 9:56 P.M.

THE BOARD OF DIRECTORS APPROVED THESE MEETING MINUTES AT THE AUGUST 26, 2021 BOARD MEETING.