

THE TERRACE AT CANYON HILLS HOMEOWNERS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
AUGUST 26, 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, August 26, 2021, at 6:30 P.M. via Zoom virtual meeting.

PRESENT Sheila Deakin, President
Marlene Eckstein, Vice President
Frank Aronoff, Treasurer (left at 7:33pm)
Kim Fields, Member at Large (left at 7:25pm)

Eric Fordyce, Platinum Management Group

ABSENT Brad Hartke, Secretary

CALL TO ORDER The meeting was called to order by Sheila Deakin, President, at 6:41 P.M. with quorum of the Directors present.

OPEN FORUM There were ten (10) homeowner present for open forum. The following topics were discussed, electric vehicles, new proposed policies, damage to their home because of irrigation, candidacy statements, agenda box, special assessment, mailbox repairs, repipe committee, wood beam repairs.

COMMMITTEE REPORTS Marlene Eckstein, Landscape Chairperson, provided an update.
Frank Aronoff, Maintenance Committee Chairperson, there was no update provided.
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 August 26, 2021, and the following topics were reviewed:

- A. July 22, 2021, Executive Meeting Minutes
- B. July 26, 2021, Executive Meeting Minutes
- C. Member Discipline
- D. Architectural Review
- E. Contract Formation
- F. Legal
- G. August 18, 2021 Delinquency Report

TREASURER'S REPORT

As of the July 31, 2021, Financial Statement, the Operating Account reflects a year-to-date revenue of \$154,617.24 and a year-to-date expenditure of \$144,347.65.

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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 July 31, 2021, are \$1,287,479.73.

Total Accounts Receivables as of August 20, 2021, are \$4,686.82.

**CONSENT
CALENDAR**

The Board of Directors reviewed the consent calendar below.

- A. Approval of the July 22, 2021, Board of Directors Meeting Minutes. Following review and discussion, a motion was made Sheila Deakin and seconded by Marlene Eckstein to approve the minutes as amended. The motion passed unanimously.
- B. Approval of the July 26, 2021, Board of Directors Meeting Minutes. Following review and discussion, a motion was made by Sheila Deakin and seconded by Marlene Eckstein to approve the minutes as amended. The motion unanimously.
- C. Acceptance of the July 31, 2021, Financials. Following review and discussion, a motion was made by Sheila Deakin and seconded by Marlene Eckstein 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 one (1) \$200,000.00 CDs that is maturing on September 2, 2021, and one (1) \$100,000.00 CD that is maturing on September 15, 2021. Following review and discussion, a motion was made by Sheila Deakin and seconded by Marlene Eckstein to reinvest both CD into a (6) six-month CD with Morgan Stanley. The motion passed 3 -1 with Frank Aronoff abstained.
- B. Common Area Improvement Proposals
 1. The Board of Directors reviewed a proposal submitted by Quezada Landscape for community wide tree trimming. Following review and discussion, a motion was made by Marlene Eckstein and seconded by Sheila Deakin to approve the proposal in the amount of \$16,700.00. The motion passed 3 -1 with Frank Aronoff abstained.
 2. The Board of Directors reviewed a proposal submitted by Quezada Landscape to install erosion control mesh for slope behind 412 San Nicholas. Following review and discussion, it was the general consent of the Board of Directors to take no further action as the proposal was approve by the landscape committee.
 3. The Board of Directors reviewed a proposal submitted by Quezada Landscape regarding new plant replacement near 412 Sn Nicholas and 203 Santa Rosa Court. Following review and discussion, it was the general consent of the Board of Directors to take no further action as the proposal was approve by the landscape committee.

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C. Common Area Landscape Proposals

1. 628 San Nicholas – Termite Wood Replacement. The Board of Directors reviewed correspondence regarding the possibility of any odors left over from dead termites after treatment that might attract additional termites. Two additional companies were contacted, and management was told that after termite treatment there are no residual odors from the termites that would serve as an attractant. Following review and discussion regarding the wood replacement, a motion was made by Sheila Deakin and seconded by Marlene Eckstein to table this proposal for the September meeting. The motion passed unanimously.
2. 411 San Nicholas Court – various repairs requested by the homeowner. Following review and discussion, a motion was made by Sheila Deakin and seconded by Marlene Eckstein to approve a not to exceed amount of \$500.00 for repairs. The motion passed unanimously.
3. Sandblasting parking lines throughout the community. Following review and discussion, a motion was made by Sheila Deakin and seconded by Marlene Eckstein to table this proposal for the September meeting. The motion passed 3 -1 with Frank Aronoff abstained.

D. Re-piping Proposals

The Board of Directors reviewed proposals submitted by AMA Re-piping, Ameri-Cal Re-pipe and Plumbing Inc., and Severson Plumbing. Following review and discussion, it was the general consent of the Board of Directors to table the proposals for the September meeting. The motion passed 3 -1 with Frank Aronoff abstained.

E. Roof Maintenance and Gutter Cleaning Proposals

The Board of Directors reviewed proposals submitted by Jim Murray Roofing, Fontaine Weatherproofing, and Antis Roofing. Following review and discussion, a motion was made by Sheila Deakin and seconded by Marlene Eckstein to table the proposals for the September meeting. The motion passed unanimously.

F. Holiday Lighting Proposal

The Board of Directors reviewed a proposal submitted by G Force Hanging and Design. Following review and discussion, it was the general consent of the Board of Directors to table the proposals and get confirmation of how high the tree lights will be strung on the trees. The motion passed 3 -1 with Frank Aronoff abstained.

G. 2020/2021 Draft Audit Approval

The Board of Directors reviewed a proposal submitted by Inouye, Shively & Klatt regarding the draft audit for year ending May 31, 2021. Following review and discussion, a motion was made by Sheila Deakin and seconded by Marlene Ekstein to approve the Audit as presented and mail to the membership. The motion passed unanimously.

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

The Board of Directors reviewed correspondence from the 28-day ownership review regarding the proposed Fine Policy with the current rules and regulations. Following review and discussion, a motion was made by Marlene Eckstein and seconded by Sheila Deakin to adopt the new Fine Policy as presented. The motion passed unanimously.

I. Proposed Anti-Harassment Adoption

The Board of Directors reviewed the correspondence from the 28-day ownership review regarding the proposed adoption of the Anti-Harassment adoption. Following review and discussion, a motion was made by Sheila Deakin and seconded by Marlene Eckstein to table the adoption. The motion passed unanimously.

J. Proposed Architectural Guidelines Adoption

The Board of Directors reviewed the draft copy of the proposed supplement to Rules and Regulations for Electric Vehicle Charging Station. Following review and discussion, a motion was made by Sheila Deakin and seconded by Marlene Eckstein to table the adoption. The motion passed unanimously.

K. Proposed EV Charging Station Rule & Regulations Approval

The Board of Directors reviewed the draft copy of the proposed supplement to the Rules and Regulations for Electric Vehicle Charging Station. Following review and discussion, a motion was made by Sheila Deakin and seconded by Marlene Eckstein to table approval and have the new attorney draft the rules & Regulations as well as an agreement. The motion passed unanimously.

L. Board Member / Management Requests / Discussion

1. Board Member Resignation – The Board of Director review the resignation of Brad Hartke because he sold his home. Following review and discussion, it was the general consent of the Board of Directors to accept Brad Hartke’s resignation.
2. Artisans’ youth cutting through our community on skateboards. Following review and discussion, it was the general consent of the Board to take no further action.
3. HOA Attorney – The Board of Director’s announced they have selected a new HOA attorney – Jacqueline Pagano with Roseman Law.
4. Rose Paving Final Inspection – Following discussion, it was the general consent of the Board of Directors to install arrows on the 500/600 ramp.
- 5 Future Capital Repair Project. Following review and discussion, it was the general consent of the Board of Directors to take no further action.
 - a. Community Wide Painting
 - b. Siding Replacement Project
 - c. Wood Dry rot Replacement Project
 - d. Asphalt Resurfacing
 - e. Upper Pool Replastering Project
 - f. Unit Deck Project

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M. Homeowner Requests

1. 501 San Nicholas – Fee Reimbursement to HOA – Following review and discussion, a motion was made by Sheila Deakin and seconded by Marlene Eckstein to deny the request. The motion passed unanimously.
2. 118 Santa Rosa – Issues with Severson Plumbing. Following review and discussion, it was the general consent of the Board of Directors to take no further action.
3. 118 Santa Rosa – Thank you to Landscapers. Following review and discussion, it was the general consent of the Board of Directors to take no further action.

NEXT MEETING

The next meeting is scheduled for September 30, 2021.

ADJOURN

There being no further business, the meeting was adjourned at 8:15 P.M.

THE BOARD OF DIRECTORS THESE MINUTES AT THE SEPTEMBER 20, 2021 MEETING