

THE TERRACE AT CANYON HILLS HOMEOWNERS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
NOVEMBER 19, 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, November 19, 2020 at 6:30 P.M. via Zoom virtual meeting.

PRESENT Sheila Deakin, President
Marlene Eckstein, Vice President
Brad Hartke, Secretary
Frank Aronoff, Treasurer
Kim Fields, Member at Large – arrived at 6:50 P.M.

Eric Fordyce, Platinum Management Group

ABSENT None

CALL TO ORDER The meeting was called to order by the Shelia Deakin, President, at 6:40 P.M. with quorum of the Directors present.

OPEN FORUM There were fifteen (15) homeowners in attendance. Homeowners brought to the Board's attention questions regarding pool hours, roof maintenance concerns, gutter covers, reserve status, straw waddles, landscaping, and owner's requests.

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

Frank Aronoff, Maintenance Committee Chairperson, provided the Board of Directors recommendations Carasso Construction proposals.

Wiam Elbettar, 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 Telish, 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 November 19, 2020 and the following topics were reviewed:

- A. Approved the October 22, 2020 Meeting Minutes
- B. Reviewed Homeowner Correspondence
- C. Reviewed Legal Matters
- D. Reviewed the October 31, 2020 Delinquency Report

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**TREASURER'S
REPORT**

As of the October 31, 2020 Financial Statement, the Operating Account reflects a year-to-date revenue of \$310,580.86 and a year-to-date expenditure of \$329,415.37.

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 October 31, 2020 are \$1,256,641.80.

Total Accounts Receivables as of October 31, 2020 are \$1,422.17.

**CONSENT
CALENDAR**

The Board of Directors reviewed the consent calendar below.

- A. Approval of the October 22, 2020 Organizational Meeting Minutes. Following review and discussion, a motion was made by Frank Aronoff and seconded by Kim Fields to approve the minutes as amended. The motion passed unanimously.
- B. Approval of the October 22, 2020 Board Meeting Minutes. Following review and discussion, a motion was by Frank Aronoff and seconded by Kim Fields to approve the minutes as amended. The motion passed unanimously.
- C. Acceptance of the October 31, 2020 Financials. Following review and discussion, a motion was made by Frank Aronoff and seconded by Kim Fields to approve the Financials as presented.

NEW BUSINESS

A. Landscaping Improvement Proposals

The Board of Directors reviewed a proposal submitted by Quezada Pro Landscaping to crown and thin the Sycamore trees at the monument entrance for holiday lighting installation in the amount of \$1,100.00. 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.

B. Common Area Improvement Proposals

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

1. October Maintenance Inspection – 400 Circle starting at 414 San Nicholas. 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 unanimously.
2. November Maintenance Inspection – 500 Circle. Following review and discussion, a motion was made by Frank Aronoff and seconded by Brad Hartke to approve the proposal as presented. The motion passed unanimously.
3. Termite Siding Repairs – 607 San Nicholas. Following review and discussion, a motion was made by Kim Fields and seconded by Sheila Deakin to approve the proposal at a cost of \$1,107.00. The motion passed 4-1 with Frank Aronoff abstaining.

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C. Asphalt Sealcoat Schedule Discussion

The Board of Directors held a discussion regarding the asphalt sealcoating schedule submitted by Rose Paving. Following review and discussion, it was the general consent of the Board of Directors to approve a tentative start date in Spring 2021.

D. Bulletin Board Proposal

The Board of Directors reviewed a proposal for a new bulletin board. Following review and discussion, it was the general consent of the Board of Directors to table this until the January 2021 board meeting.

E. Proposed Anti-Harassment Policy Adoption

The Board of Directors reviewed the homeowner correspondence regarding the proposed Anti-Harassment Policy that was sent to the membership. Following review and discussion, it was the general consent of the Board of Directors to table this until the January 2021 board meeting.

F. Proposed Enforcement and Fine Policies Adoption

The Board of Directors reviewed the homeowner correspondence regarding the proposed Enforcement and Fine policies that were sent to the membership. Following review and discussion, it was the general consent of the Board of Directors to table this until the January 2021 board meeting.

G. Proposed Rule- Virtual Meeting Policy

The Board of Directors reviewed the proposed Virtual Meeting Policy. Following and discussion, a motion was made by Frank Aronoff and seconded by Kim Fields to adopt the new Virtual Meeting Policy as presented. The motion passed unanimously.

H. Exclusive Use Area – Storing Items

The Board of Directors reviewed a request from Management to modify the current rule regarding storing items on patios, decks, front door area and in the common area. Following review and discussion, a motion was made by Kim Fields and seconded by Sheila Deakin to table this until the January 2021 board meeting.

I. Excessive Dog Barking Complaints

The Board of Directors reviewed the excessive dog barking complaints. Following review and discussion, a motion was made by Sheila Deakin and seconded by Kim Fields to direct Management to instruct homeowners to contact local animal control authorities regarding dog barking complaints. The motion passed unanimously.

J. Landscape Holiday Bonus

The Board of Directors reviewed a holiday bonus of \$400.00 to be given to the current landscape crew. Following review and discussion, a motion was made by Sheila Deakin and seconded by Frank Aronoff to approve the holiday bonus. The motion passed unanimously.

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K. Management Safelisting Discussion

The Board of Directors held a discussion regarding Platinum Management Group being able to safelist homeowner for various reasons. Following discussion, it was the general consent of the Board of Directors that PMG has the authority to safelist a homeowner's car for 1 week due to repipe at their home or other emergency reasons.

L. Homeowner Request

The Board of Directors reviewed homeowner request as follows:

1. Neighbor/Ring Doorbell Complaint – 507 San Nicholas. Following review and discussion, a motion was made by Sheila Deakin and seconded by Brad Hartke to take no further action. The motion passed unanimously.
2. Pest Control Reimbursement – 516 San Nicolas. Following review and discussion, a motion was made by Kim Fields and seconded by Brad Hartke to approve the request in the amount of \$110.00. The motion passed 4-1 with Frank Aronoff opposing.
3. Landscape Complaint – 202 Santa Rosa. Following review and discussion, it was the general consent of the Board of Directors to review this request at the December landscape inspection.
4. Safelist Request – 213 Santa Rosa Court. – Homeowner requested a 2-week safe listing due to construction / painting the interior of the unit. Following review and discussion, a motion was made by Frank Aronoff and seconded by Sheila Deakin to approve 2-week safe list from November 19, 2020 to December 3, 2020 and remove the parking citation.

ADJOURN There being no further business, the meeting was adjourned at 10:15 P.M.

THE BOARD OF DIRECTORS APPROVED THESE MEETING MINUTES AT THE JANUARY 28, 2021 BOARD MEETING.