

THE TERRACE AT CANYON HILLS
MEETING OF THE BOARD OF DIRECTORS
GENERAL MEETING MINUTES
October 23, 2023

NOTICE

The Regular Session meeting of the Terrace and Canyon Hills Homeowners Association Board of Directors was held on Monday, October 23, 2023 at Powerstone Property Management or via Microsoft Teams teleconference. The agenda was posted with the number and access code for residents to call into at the bulletin board at both pools (4) four days prior to the meeting date.

PRESENT

Directors Present: Ann Marie McKay, President
Caitlin Reyna, Treasurer, via Teams
Frank Aronoff, Secretary
Wiam Elbettar, Vice President
Brian Greenwald, Member at Large

Powerstone: Paige Fields, CCAM, Senior Community Manager

Others: Conor Ross, Ross Management
Erik Murray, Precision Painting
Milan Krause, Precision Painting

CALL TO ORDER

Meeting was called to order at 7:08pm by Board President, AnnMarie McKay.

ANNOUNCEMENTS

Management advised that Executive Session Meeting was held prior to the General Session Meeting on October 23, 2023.

HOMEOWNER FORUM

There were 10 homeowners present to discuss the following:

- Selective Enforcement
- Parking
- Enforcing Rules
- Transparency
- Landscape + Wood Siding

COMMITTEE REPORTS

Architectural: Evelyn Saunders, Brian Greenwald, and Wiam Elbettar

Landscape/Maintenance: Wiam Elbettar, Kimberly Pundir, and Johannes Marler

MINUTES

The Board reviewed the minutes dated September 25, 2023.

Upon motion duly made, seconded, and passed unanimously, the Board approved the September 25, 2023 general session minutes as prepared by Powerstone Property Management.

FINANCIALS

The Board reviewed the financials dated September 2023.

As of the September 30, 2023, Financial Statement, the Operating Account reflects a year-to-date revenue of \$471,066.49 and a year-to-date expenditure of \$264,825.46 before the reserve contribution.

The Association also contributes \$40,000.00 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

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of September 30,2023 are \$1,580,564.73. Total Accounts Receivables as of September 30, 2023 are \$4,860.35.

Upon motion duly made, seconded, passed unanimously, the Board approved the September 2023 financial statements and ratified the review by the individual board members and all transfers of funds made in this period and reflected in the financial statement.

The Board reviewed the utility bills, and request Management send a 2nd notice of electricity use to the owners of the 200 circle.

DELINQUENCY

The Board reviewed the delinquency report for September 2023.

Upon motion duly made, seconded, and carried, the Board approved the res to lien on acct #00119-01.

Reoccurring Fee- 206 SRC

The Board reviewed the correspondence from the homeowner at 206 regarding a \$30 fee on her account from a late letter. The owner submitted proof of the payment and stop payment because we never received the payment. She is requesting the \$30 fee be waived.

Upon motion duly made, seconded, and carried, the Board approved to waive the \$30 late letter charge on the account for 206 SRC.

INVOICE RATIFICATION

Upon motion duly made, seconded, and passed unanimously, the Board approved the following invoice ratifications.

1. 625 SNC – Roof Repairs – Antis \$8,250
2. Patrol – 2 random days a week

NEW BUSINESS

Wood and Paint

Project Ross Construction Management and Precision Painting were present to give an update on the wood and paint project. The project will be starting on Wednesday October 25, 2023 with the 100 Circle. Management has advised the landscapers to cut back the landscape in the 100 circle to give access to the carpenters to complete the necessary work. A doggy receptable has been blocked by the mobilization fencing in the 300 circle, Precision Painting has advised that they will set up a temporary receptable while the other is blocked. The Board advised Management to send out an email blast to all homeowner that anything affixed to the building needs to be removed from the exterior, and if it's not approved via arch application, it is not permitted to be placed back on the building.

The Board reviewed the bid from Hillcrest Construction for the replacement of the following mailbox clusters - 100 circle, 200 Circle (2), 300 circle, and 600 Circle – for a cost of \$24,500.

Upon motion duly made, seconded, and carried, the Board approved the bid as submitted, and request the mailbox replacement follow the wood and paint project as each circle finishes, one at a time. The Board advised that the previously approved bid for replacement of the 500 Circle is ready for replacement and to proceed with the work.

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The General Session meeting was adjourned at 7:46pm to enter in the Annual Session Meeting.

The General session Meeting was called back to order at 7:48pm.

Board Member Appoint Upon motion duly made, seconded, and carried, the Board approved to appoint Caitlin Reyna to the Board of Directors.

Organizational Meeting Upon motion duly made, seconded, and passed unanimously, the Board approved the following positions effective immediately:

- Annmarie McKay- President*
- Brian Greenwald – Vice President*
- Caitlin Reyna- Treasurer*
- Wiam Elbettar- Secretary*
- Vacant – Member at Large*

2024 Contract Increases The Board reviewed the following 2024 contract increases:
 1. Harvest- The proposed increase will be an additional \$225/month.
 2. PTC- Janitorial –The proposed increase will be an additional \$28.50/month.

Upon motion duly made, seconded, and carried, the Board approved the 2024 increase with Personal Touch.

The Board advised Management to reach out to Harvest and discuss the proposed increase, as the Association has been unsatisfied with the service the past months and does not agree that the increase will warrant the level of service they are receiving.

Insurance Discussion The Board advised Management to invite Patrick Prendiville to the next Board Meeting to discuss the CA FAIR Plan.

Landscape Bids The Board reviewed the following bids.

Upon motion duly made, seconded, and passed unanimously, the Board approved the following:

500 SNC – HO Request	Plant Install	\$500.88	Deny for plant install- request bid for mulch
SNC- Ho Request- <i>HO willing to pay</i>	Ground cover on slope	\$334	Harvest to inspect the slope for stability
Being 102-109	Replacement straw wattle	\$766,42	Approved

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Being 411/412 SNC	Replacement Straw wattle	\$388.21	Approved
Santa Rosa Pool Area	Irrigation Repair	\$1,073.62	Denied

**400/500 Circle Greenbelt
Landscape Plans**

The Board discussed the greenbelt of 400/500 Circle. At this time, the Board of Directors is unable to address due to finances and the large wood and paint project that is beginning. At this time there is no plan for landscape in this area.

**Rules and Regs-
Proposed Edits**

The Board reviewed the proposed rule edits per legal counsel. The Board request to update the parking rules in the rules and regs to the most updated copy, and request Management to add the following proposed rule:
“All Residents are to take their pets to relieve themselves in the designated dog area with a dog trash cans. Designated areas are outlined as: (Board to give Management designated areas)”

Upon motion duly made, and seconded the Board approved the proposed rule and the rule edits by legal counsel (verbiage, not rule changes) and approve to post for the 28 day review comment period.

Motion: Annmarie McKay
Second: Caitlin Reyna
In favor: brian Greenwald
Abstain: Wiam Elbettar

500 Circle Retaining Wall

The Board discussed the work that is pending completion behind the 500 Circle. Per the engineering report dated 4/23/23 it is recommended that the drainage in the rear of the 500s be improved and a 2 foot tall retaining wall be built. The approved bid obtained by Partners plumbing did not include the retaining wall work, and French drains behind it. The Board advised Management to obtain 4 more bids for retaining wall and French drain install.

Artisan Corr

The Board reviewed the correspondence from the Artisan regarding issues with overflow at their pool. The Board request Management to advise the current management of Artisan of the past occurrences in 96, 97, 2009 and 2010 of the water coming over the hill, as there is no v ditch or drainage at the top.

Arch App Ratification

Upon motion duly made, seconded, and carried, the Board reviewed the following arch app, and approve the ARC committee decisions.

1. 115 SRC – Conditional Approval – Meter Install
2. 508 SNC – Approved – Windows Install
3. 608 SNC- Approved- Screen Door
4. 114 SRC – Denied – Window Install- not enough supporting docs

516 SNC- Water Mitigation

The Board reviewed the bid for water mitigation at 516 SNC for a cost of \$3,176.

Upon motion duly made, seconded, and carried, the Board approved the bid with Service First as submitted for \$3.176.

Homeowner Requests

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Gutters and Drains The Board reviewed the correspondence from the homeowner regarding gutter cleaning and drains. The Board is currently discussing repairing the damaged downspouts. The Board advised Management that when a homeowner submits a request for gutter cleaning, to have them submit photos, and send out Protec to inspect and clean, in addition to inspecting the rest of the building while they are on the roof performing the work.

317 Repipe Request The Board reviewed the correspondence from the homeowner at 317 about the request to repipe. Upon motion duly made, seconded, and carried, the Board denied the request due to costs, and to not set a precedence for other units to be repiped.

Dryer Vent Corr The Board reviewed the correspondence regarding dryer vent ducts. Upon motion duly made, seconded, and carried, the Board advised Management to send out a email blast on the importance of having the dryer ducts cleaned regularly.

Management Report: The Board reviewed the management reports and correspondence.

ANNOUNCEMENT The next General Session meeting of the Board of Directors is scheduled for November 27, 2023 at Powerstone Property Management.

ADJOURNMENT With no further business, the general session meeting was adjourned at 9:15p.m.

Ann Marie McKay



Nov 30, 2023

ATTEST

Name

Signature

Date