

**THE TERRACE AT CANYON HILLS
MEETING OF THE BOARD OF DIRECTORS
GENERAL MEETING MINUTES
May 22, 2023**

NOTICE

The Regular Session meeting of the Terrace and Canyon Hills Homeowners Association Board of Directors was held on Monday, May 22, 2023 at 7:00pm 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
Frank Aronoff, Secretary
Wiam Elbettar, Vice President
Brian Greenwald, Member at Large
Caitlin Reyna, Treasurer via Microsoft Teams

Directors Absent: None

Powerstone: Kylie Decker, CCAM, Director of Community Management

Others: Nine Homeowners

CALL TO ORDER

Meeting was called to order at 7:07pm by Board President, AnnMarie McKay.

ANNOUNCEMENTS

Management advised that Executive Session Meeting was held prior to the General Session Meeting on May 22, 2023.

HOMEOWNER FORUM

There were nine (9) homeowners present to discuss the following:

- Wood and Paint Project
- Ground Wire Install
- Plumbing Permits
- Pool Heater
- New Window Replacements
- Tree Trimming Cost
- Electricity Coverage
- Build Back Status
- HO3 Policy
- Construction Management
- Roof Repairs

COMMITTEE REPORTS

Maintenance: Wiam Elbettar, Kimberly Pundir, and Johannes Marler

Architectural: Evelyn Saunders, Steven Telish, and Wiam Elbettar

MINUTES

The Board reviewed the minutes dated April 24, 2023.

Upon motion duly made, seconded, and passed unanimously, the Board approved the April 24, 2023 general session minutes as prepared by Powerstone Property Management.

FINANCIALS

The Board reviewed the financials dated April 2023.

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As of the April 30, 2023, Financial Statement, the Operating Account reflects a year-to-date revenue of \$1,275,315.46 and a year-to-date expenditure of \$722,541.67 before the reserve contribution.

The Association also contributes \$48,400.00 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 April 30, 2023 are \$1,679,794.04. Total Accounts Receivables as of April 30, 2023 are \$2,805.02.

Upon motion duly made, seconded, passed unanimously, the Board approved the April 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. Management to issue a second notice to the owners in the 200 and 600 Circle.

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

1. Invest \$200k for 3-month at the best rate
2. Invest \$100k for 3-month at the best rate

INVOICE RATIFICATION The Board reviewed the following invoices for ratification:

- 1) None at this time.

NEW BUSINESS

Architectural Applications Upon motion duly made and seconded, and passed unanimously, the Board approved the notice of completion for unit #101 SRC and #106 SRC.

Build Back Repairs Bid Upon motion duly made and seconded, and passed unanimously, the Board approved the build back bid as submitted by Protec for 315 SNC due to a roof leak at a CNTE \$2,960.00.

CC&R Amendment Upon motion duly made and seconded, with Director Reyna, Director Aronoff, and Director Greenwald opposing, the motion to approve the draft CC&R verbiage for the amendment did not pass. The CC&Rs to remain as is at this time.

Construction Management Upon motion duly made and seconded, and passed unanimously, the Board approved the construction management bid as submitted by Ross Construction at 8% of the construction costs as payment.

Drainage - Engineering The Board reviewed and discussed the engineering report regarding the drainage at the 500 Circle. Upon motion duly made and seconded, and passed with Director Aronoff abstaining, the Board determined to have Management obtain a proposal for all of the following recommendations:

1. Obtain a proposal for all downspouts behind the units (500-510 SNC) be connected to a dedicated buried drain line.
2. Obtain a proposal to install a minimum 4-inch diameter PVC pipe for the main drain line along the swale.
3. Obtain a proposal for new catch basins.

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4. *Obtain a proposal for the construction of a permanent short masonry retaining wall in place of the existing sandbags.*
5. *Obtain a proposal for minor grading.*

V-Ditch – Engineering

The Board reviewed and discussed the engineering report regarding the V-Ditch near 418 San Nicholas Court. Upon motion duly made and seconded, and passed unanimously, the Board determined to the Board determined to have Management obtain a proposal for all of the following recommendations:

1. *Obtain a proposal for the damaged portion of the V-ditch be removed and replaced and to repair the damage and to establish proper flow.*
2. *Obtain a proposal for a soil engineer to review the subgrade after removal of the damaged concrete and provide further recommendations.*

Landscape Bids

Upon motion duly made and seconded, and passed unanimously, the Board approved the following landscape bids as submitted by Harvest Landscape:

1. Proposal #107359 - \$740.00 (Tree Removal)
2. Proposal #107358 - \$540.00 (Tree Stump Removal)

Upon motion duly made and seconded, and passed unanimously, the Board tabled the following landscape bids as submitted by Harvest Landscape:

1. Proposal #107829 - \$441.00 (Tree Staking)

Mailbox Pedestal Repair Bid

Upon motion duly made, seconded, and passed unanimously, the Board approved the mailbox replacement bid in the 500 Circle as submitted by Hillcrest at a CNTE \$5,550.00. The Board to proceed with the replacement during the wood and paint project. Hillcrest to provide the Board renderings of the replacement.

Pool Area Bid – Acid Wash

Upon motion duly made, seconded, and passed unanimously, the Board approved the acid wash bid for the Santa Rosa pool and spa as submitted by Clear Expectations at a CNTE \$565.00.

Re-Key Bid

Upon motion duly made, seconded, and passed unanimously, the Board approved the bid to re-key the two pools, restrooms, and gates as submitted by Tony's Locksmith at a CNTE \$6,921.75.

Roof Repair Bids

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

1. 112 SRC - \$2,865.00 (Antis Roofing)
2. 202 SRC - \$3,145.00 (Antis Roofing)
3. 218 SRC - \$2,165.00 (Antis Roofing)

Wood Repair & Painting

The Board determined to table the wood and paint bid as the finalized budget from the probing inspection has not yet been completed.

Wrought Iron Repairs Bid

Upon motion duly made, seconded, and passed unanimously, the Board approved the wrought iron repairs bid for 302 SNC as submitted by PCW at a CNTE \$8,350.00.

Homeowner Requests

206 Santa Rosa

The Board reviewed the correspondence from 206 Santa Rosa Court regarding concerns for the prior REPIPE and the underground wire. Upon motion duly made,

