

**THE TERRACE AT CANYON HILLS  
MEETING OF THE BOARD OF DIRECTORS  
GENERAL MEETING MINUTES  
September 25, 2023**

**NOTICE**

The Regular Session meeting of the Terrace and Canyon Hills Homeowners Association Board of Directors was held on Monday, September 25, 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

**Directors Absent:**

**Powerstone:** Paige Fields, CCAM, Senior Community Manager

**Others:** Justin Koch, Ross Construction Mgmt

**CALL TO ORDER**

Meeting was called to order at 6:03pm by Board President, AnnMarie McKay.

**ANNOUNCEMENTS**

Management advised that Executive Session Meeting was held prior to the General Session Meeting on September 25, 2023.

**HOMEOWNER FORUM**

There were 9 homeowners present to discuss the following:

- Parking
- Bids
- Landscape

**COMMITTEE REPORTS**

*Architectural: Evelyn Saunders, Steven Telish, and Wiam Elbettar*

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

**MINUTES**

The Board reviewed the minutes dated August 28, 2023.

Upon motion duly made, seconded, and passed unanimously with Director Aronoff abstaining, the Board approved the August 28, 2023 general session minutes as prepared by Powerstone Property Management.

**FINANCIALS**

The Board reviewed the financials dated August 2023.

As of the August 31, 2023, Financial Statement, the Operating Account reflects a year-to-date revenue of \$354,825.87 and a year-to-date expenditure of \$202,312.55 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 of August 31, 2023 are \$1,553,866.49. Total Accounts Receivables as of August 31, 2023 are \$3,019.36.

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Upon motion duly made, seconded, passed unanimously, the Board approved the August 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.

Upon motion duly made, seconded, and carried, the Board approved to obtain a association Debit Card with the spending limit of \$500, to be in Managements possession.

**DELINQUENCY**

The Board reviewed the delinquency report for August 2023.

Upon motion duly made, seconded, and carried, the Board approved the res to lien on acct #00310-01.

**INVOICE RATIFICATION**

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

1. 217 SRC- Water Mitigation - \$1,971.62
2. 120 SRC- Water Mitigation- \$3,446.90
3. 120 SRC- Build Back - \$1,693.54

**NEW BUSINESS**

Wood and Paint Project

Justin Koch from Ross Construction Mgmt was present to give an update to the Board regarding the project. He discussed start dates, colors, and the change to location C mobilization areas. Management to send location of area by the Santa Rosa Pool to be painted the 2 color schemes for HO's to view.

Budget Discussion

Director Reyna discussed the budget and recommends stopping any elected repipes for this fiscal year. In addition, she recommends raising the dues this fiscal year, and the following.

Upon motion duly made, seconded, and carried, the Board approved to cease any elected repipes, and will discuss the budget once the insurance renewal is submitted in January.

Hydrojetting

The Board reviewed the following bids for hydro jetting of specific units yearly.

- a. Partners Plumbing \$6,250
- b. Four Star \$ 8,750

Upon motion duly made, seconded, and carried, the Board approved the bid from Partners Plumbing in the amount of \$6,250 to compete the hydro jetting. Management to send the maps of the circle, and request Steve for the job.

Landscape Bids

The Board reviewed the following bids.

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

111 SRC	Plant Replacement	\$564.21	<b>Deny</b>
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Behind 609 SNC	Exposed Irrigation Wire	\$819.61	<b>Approved</b>
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Landscape Monthly  
Maintenance Bids

Company	Monthly Cost	Crew	
Oconnell Landscape	\$10,836	3 techs / 3 days	<b>Pg 159-170</b>
Mission Landscape	\$11,010 \$8,341	4 techs/ 2 days 3 techs/ 2 days	<b>Pg 171-188</b>
CG Landscape	\$9,857	4 techs/ 2 days	<b>Pg 189-205</b>
Harvest- <i>revised</i>	\$8,850	Adding additional 8 hours a week to current contract	<b>Pg 206-219</b>

The Board reviewed the landscape monthly maintenance bids. Due to the cost increase in any new contract, the Board approved to keep the contract with Harvest and remind them that the service is lacking, and if the service does not improve, the HOA will get a new landscape in the new fiscal year.

Roof Repair Bids

The Board reviewed the following bids for roof repairs.

- a. 415 SNC – *water stain on interior ceiling*
  - 1. Antis \$11,023
  - 2. Roofing Standards \$9,550

Upon motion duly made, seconded, and carried, the Board approved the bid as submitted by Roofing Standard in the amount of \$9,550.

- b. 509 SNC- *pest control vendor observed 2 holes in the roofing causing rodents to access*
  - 1. Antis \$645

Upon motion duly made, seconded, and carried, the Board approved the bid as submitted by Antis.

Annual Roof Maintenance

The Board reviewed the following bids for the annual roof maintenance.

- a. Antis \$21,355
- b. Roofing Standard \$29,450

Upon motion duly made, seconded, and carried, the Board approved the bid submitted by Antis in the amount of \$21,355.

**Homeowner Requests**  
Greek Stick Policy

The Board reviewed the correspondence regarding the green stick policy. The Board request Management send out a email blast regarding anyone who has a

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green stick, that the need to submit documents and sign the policy.

Proposed Rule

The Board reviewed the correspondence regarding a requested rule be proposed for individuals walking behind units. Upon motion duly made, seconded, and carried, the Board approved legal to draft a rule.

Dog Signs

The Board reviewed the correspondence.

Parking

The Board reviewed the correspondence regarding guest parking and resident vehicles. The Board advises Management to continue to enforce regarding violations.

**Board Member Items**

Exterior Lights

The Board reviewed the correspondence regarding a HO who replaced the exterior lights to a different color light. The light does not match the rest of the community. The fixture and bulb is the responsibility of the HOA. The HOA to replace, and enforce with the HO.

**Management Report:**

The Board reviewed the management reports and correspondence.

**ANNOUNCEMENT**

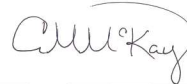
The next General Session meeting of the Board of Directors is scheduled for October 23, 2023 at Powerstone Property Management.

**ADJOURNMENT**

With no further business, the general session meeting was adjourned at 7:21p.m.

**ATTEST**

Ann Marie McKay



Oct 25, 2023

\_\_\_\_\_  
Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date