

**THE TERRACE AT CANYON HILLS
MEETING OF THE BOARD OF DIRECTORS
GENERAL MEETING MINUTES
November 27, 2023**

NOTICE

The Regular Session meeting of the Terrace and Canyon Hills Homeowners Association Board of Directors was held on Monday, November 27, 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,
Wiam Elbettar, Vice President
Brian Greenwald, Member at Large

Powerstone: Paige Fields, CCAM, Senior Community Manager

Others: Conor Ross, Ross Mgmt
Milan Krause, Precision
Erik Murray, Precision
Jeff Lin, Precision

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 November 27, 2023.

HOMEOWNER FORUM

There were 6 homeowners present to discuss the following:

- Slope stability
- Parking
- Lower pool heater
- Insurance
- 500 Circle Drainage Repairs + Wall

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 October 23, 2023.

Upon motion duly made, seconded, and passed unanimously, the Board approved the October 23, 2023 general session minutes as prepared by Powerstone Property Management.

FINANCIALS

The Board reviewed the financials dated October 2023.

As of the October 31, 2023, Financial Statement, the Operating Account reflects a year-to-date revenue of \$587,727.47 and a year-to-date expenditure of \$330,150.30 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 October 31, 2023 are \$1,547,170.12. Total Accounts Receivables as of October 31, 2023 are \$5,996.94.

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

CD Cash Out

Upon motion duly made, seconded, and carried, the Board approved to cash out the CD maturing on 11/30/23 in the amount of \$100,000.

Budget Discussion

Upon motion duly made, seconded, and carried, the Board approved a mid year budget increase in dues of \$119, which brings the total assessment to \$715 a month per unit beginning 2/1/23.

The Board reviewed the utility bills.

INVOICE RATIFICATION

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

1. 415 SNC- Water Mitigation - \$1,236.25
2. 516 SNC – Build Back -\$ 1,512.50
3. Lower Pool Light Repair \$1,510

ARCH APPLICATIONS

Upon motion duly made, seconded, and passed unanimously, the board approved the following arch applications:

1. 114 SRC – Windows Approved – Deny 1
2. 207 SRC – Windows Approved
3. 415 SRC- Cameras Approved
4. 617 SNC- Cameras Approved

NEW BUSINESS

Wood and Paint Project Update

Ross Construction Management and Precision Painting were present to discuss project updates. They discussed the current status of wood and siding replacement and the beginning of paint.

Upon motion duly made, seconded, and carried, the Board approved to patch damaged areas at 118 SRC, Precision advised these areas are not compromised and are a grade C, which is aesthetically not pleasing.

Upon motion duly made, seconded, and carried, the Board approved the change order on unit 122 SRC for \$643.50.

Precision and Ross Mgmt will inspect the window trim at 199 SRC, as the homeowner stated water entered her home after power washing.

San Nicholas Mens Room Sink

The Board reviewed the bid submitted by Partners Plumbing to replace the cracked mens room sink in the upper pool mens restroom for a cost of \$841.70.

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Upon motion duly made, seconded, and passed unanimously, the Board tabled the bid as submitted for a cost of \$841.70.

Insurance Discussion

Patrick Prendiville was present at the Board Meeting to discuss the CA Fair Plan. The Associations current broker has been sent all documents requested for the 2024 insurance renewal. The Board request Management ask Brian Berg regarding the parametric that was discussed by Patrick Prendiville.

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	Mulch Install + Transplant Agave	\$194.26	Approved
Behind 512-516 SNC	Straw Wattle Replacement	\$ 504.50	Deny- Straw wattle to be removed
205 SRC	Install 15 gall plant for privacy	\$ 233.07	Approved Motion passed 3:1 with Director Reyna not in favor

**Rules and Regs-
Proposed Edits**

The Board reviewed the proposed rule edits per legal counsel (verbiage edits), which included the following rule addition: “Dogs may not be walked in the common area behind units from sunset to sunrise”.

Upon motion duly made, seconded, and carried, the Board approved the rule edits and rule addition. The proposed rules will be posted in the common area for 28 day comment period.

500 Circle Retaining Wall

The Board reviewed the bids for the retaining wall and French drain install behind the 500 circle.

- a. Protec \$ -26,465 / \$25,950
- b. Spectrum \$ - 38,455.12
- c. Anchor construction \$ - 11,125
- d. Harvest \$ - 16,975.10

Upon motion duly made, seconded, and carried, the Board request Management send all received bids to the engineer for review and opinion.

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Reserve Study The Board reviewed the reserve study loyalty plan agreement.

Temp Parking Discussion The Board discussed temporary parking in the community during the wood and paint project. Director McKay indicated she spoke with the LBFD regarding clearance for fire trucks. LBFD advised 15 feet is needed for a fire truck to get through the community safely in case of emergency.

Homeowner Requests

- a. 111 SRC – Parking Space Request
The Board reviewed the request for adding a parking space at 111 SRC in front of the attached garage. Upon motion duly made, seconded, and carried, the Board approved the parking space as requested.
- b. 111 SRC- Green Stick
The Board reviewed the correspondence regarding the green stick policy and which areas would be included in that policy. Discussion ensued. The Board determined that the green stick policy only pertains to the front courtyard area. Management to instruct Harvest not to over trim any of the plants in the community.
- c. 313 SNC-Parking Space Request
The Board reviewed the request for a temporary guest parking space at 313 SRC. Upon motion duly made and seconded, the Board approved the request as a temporary spot, as long as the clearance reached 15 feet for a fire truck to go by.
- d. 500 circle Landscape Replacement
The Board reviewed the homeowner correspondence regarding replanting where a vendor removed plants for the 500 circle drainage project. Upon motion duly made, seconded, and carried, the Board denied to replace any landscape.
- e. Security Gate
The Board reviewed the request from a homeowner about installing a security gate on canyon hills. Upon motion duly made, seconded, and carried, the Board denied the request due to cost.
- f. December Meeting
The Board is meeting on Tuesday 12/19 at 6pm.

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

ANNOUNCEMENT The next General Session meeting of the Board of Directors is scheduled for December 19, 2023 at Powerstone Property Management.

ADJOURNMENT With no further business, the general session meeting was adjourned at 9:00p.m.

Ann Marie McKay



Dec 20, 2023

ATTEST

Name

Signature

Date