

**THE TERRACE AT CANYON HILLS
MEETING OF THE BOARD OF DIRECTORS
GENERAL MEETING MINUTES
July 24, 2023**

NOTICE

The Regular Session meeting of the Terrace and Canyon Hills Homeowners Association Board of Directors was held on Monday, July 24 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 via Teams
Frank Aronoff, Secretary
Wiam Elbettar, Vice President via Teams
Caitlin Reyna, Treasurer

Directors Absent: Brian Greenwald, Member at Large

Powerstone: Paige Fields, CCAM, Senior Community Manager

Others: Conor Ross, Ross Construction Management

CALL TO ORDER

Meeting was called to order at 6:33pm by Board President, AnnMarie McKay.

ANNOUNCEMENTS

Management advised that Executive Session Meeting was held prior to the General Session Meeting on July 24, 2023.

HOMEOWNER FORUM

There were 3 homeowners present to discuss the following:

- Election
- Reserves
- Irrigation System

COMMITTEE REPORTS

Architectural: Evelyn Saunders, Steven Telish, and Wiam Elbettar

Maintenance: Wiam Elbettar, Kimberly Pundir, and Johannes Marler

MINUTES

The Board reviewed the minutes dated June 26, 2023.

Upon motion duly made, seconded, and passed unanimously, the Board approved the June 26, 2023 general session minutes as prepared by Powerstone Property Management.

FINANCIALS

The Board reviewed the financials dated June 2023.

As of the June 30, 2023, Financial Statement, the Operating Account reflects a year-to-date revenue of \$121,594.25 and a year-to-date expenditure of \$85,445.89 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 June 30, 2023 are \$1,708,850.92. Total Accounts Receivables as of June 30, 2023 are \$1,397.54.

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

CD RECOMMENDATIONS **The Board reviewed the CD recommendations.**

Upon motion duly made, seconded, and passed unanimously, the Board approved to invest into the following CDs:

1. \$150,000 for 6 month at best rate
2. \$150,000 for 12 months at best rate

DELINQUENCY

Upon motion duly made and seconded, the Board approved to waive the fee waiver request of \$151.98 on acct #00414-01.

*Motion: Caitlin Reyna
Second: Ann Marie McKay
In favor: Wiam Elbettar
Deny: Frank Aronoff*

INVOICE RATIFICATION

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

1. Clear Expectations- Lower spa Jet Pump \$2,495
2. Clear Expectations- Lower Spa Emergency Switch \$1,195
3. Hill Crest Construction- 400 Circle Mailbox Replacement \$4,700

NEW BUSINESS

Architectural Applications

Upon motion duly made and seconded, and passed unanimously, the Board approved the arch app submitted by 628 SNC.

Upon motion duly made and seconded, and passed unanimously, the Board approved the NOC submitted by 608 SNC.

Artisan Complaint & Fire Lock
Install

The Board reviewed correspondence from the neighboring Artisan community that residents in TCH are accessing the neighboring community by hopping over the fence and using the unlocked fire gate to enter the pool area. Management obtained a bid for \$75. Upon motion duly made, seconded, and passed unanimously, the Board tabled the fire gate lock install for \$75. a bid to install a padlock on the fire gate for \$75. Management to reach out to the Fire Department to verify if this is necessary.

Build Back- Roof Leaks

The Board reviewed the following bids for buildback following roof leaks.

313 SNC

1. Protec \$1,400
2. Service First \$2,475

402 SNC

1. Service First \$2,425

Upon motion duly made and seconded, and passed unanimously, the Board approved the following bids: 313 SNC- Protec \$1400 402 SNC Service First \$2425.

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V-Ditch Repairs Bid

The Board reviewed the V Ditch report near the 400 Circle as submitted by American Geotechnical. Per the recommendations, the following bids were received for repairs:

Protec \$5,210
Spectrum \$3,658

Upon motion duly made and seconded, and passed unanimously, the Board approved the bid submitted by Spectrum for the cost of \$3,658.

Drainage – 500 Circle

The Board reviewed and discussed the engineering report regarding the drainage at the 500 Circle. Per the recommendations, the following bids were received:

Partners Plumbing \$59,500
Spectrum \$68,123.44

Upon motion duly made and seconded, the Board approved the bid submitted by Partners Plumbing in the amount of \$59,500. The approved bid will be added to the October Board Packet for the new board review and decision on how to fund this project.

Motion: Caitlin Reyna
Second: Annmarie McKay
In favor: Wiam Elbettar
Abstain: Frank Aronoff

Protec Master Agreement

The Board reviewed the master agreement contract with Protec. This agreement takes affect in January 2024. The contract reflects a hourly rate increase from \$68.25 to \$75. Upon motion duly made, seconded, and passed unanimously, the Board approved the master agreement as submitted.

Roof Repair Bids

The Board reviewed the following bids:

| | | |
|---------|-------|---------|
| 214 SNC | Antis | \$3,710 |
| 402 SNC | Antis | \$3,650 |
| 508 SNC | Antis | \$6,000 |
| 313 SNC | Antis | \$1,159 |

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

| | | |
|---------|-------|---------|
| 402 SNC | Antis | \$3,650 |
| 508 SNC | Antis | \$6,000 |
| 313 SNC | Antis | \$1,159 |

Management to obtain a second bid for 214 SNC roof repairs.

500 circle Mailbox Replacement

The Board discussed the 500 Circle Mailbox replacement. This replacement will be completed during the wood project. Upon motion duly made, seconded, and

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passed unanimously, the Board approved the 500 Circle Mailbox replacement for a cost of \$5,550. In addition, Management obtain bid for the rest of the circles to be completed during the wood project.

Safelisting The Board reviewed the safelist procedure with CSA. Management to email blast the instructions.

Wood Repair & Painting The Board reviewed and discussed the wood matrix and proposal for the community wide wood repair and paint project at a CNTE \$1,521,691 with varying options. Ross Construction management was present to present the competitive bids they have obtained. RCM presented a chart and based the unit pricing between all 3 bidders. The Board advised RCM to have Precision perform a test area of the material and paint outside of 210 SRC.

Upon motion duly made, seconded, and passed unanimously, the Board approved the bid as presented by Precision Painting for a cost of \$1,521,691 and in accordance with Civil Code Section 5502 approve any transfer of funds associated with the disposition of the contract.

Pool Key Distribution The Board discussed the pool key distribution. The Board agreed to set a day at the lower pool to pass out the keys. Anyone who does not pick up the key, can pick up the key at Powerstone.

Homeowner Requests
614 SNC

The Board reviewed the correspondence about doggy bags.

312 SNC

The Board reviewed the correspondence regarding hydro jetting a individual unit. The Board advised Management there is a list of the units that are supposed to be hydro jetted every year. Management to obtain the list, and get 2 bids for hydro jetting at this specific unit.

Board Member Items

None at this time.

Management Report:

The Board reviewed the management reports and correspondence.

ANNOUNCEMENT

The next General Session meeting of the Board of Directors is scheduled for August 28, 2023 at Powerstone Property Management.

ADJOURNMENT

With no further business, the general session meeting was adjourned at 7:36p.m.

ATTEST

Caitlin Reyna

Caitlin Reyna

Aug 30, 2023

Name

Signature

Date