

**THE TERRACE AT CANYON HILLS**  
**MEETING OF THE BOARD OF DIRECTORS**  
**General Meeting Minutes**  
**MAY 18, 2022**

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**NOTICE** The Regular Session meeting of the Terrace and Canyon Hills Homeowners Association Board of Directors was held on Wednesday May 18, 2022 at 5:30pm 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:** Sheila Deakin, President  
Marcia Hollander, Vice President  
Caitlin Reyna, Secretary  
Frank Aronoff, Treasurer  
Wiam Elbettar, Member at large

**Powerstone:** Paige Sofka, CCAM, Community Manager  
Kylie Decker, CCAM, Director of Community Management

**CALL TO ORDER** Meeting was called to order at 5:29pm by Sheila Deakin.

**ANNOUNCEMENTS** Management advised that Executive Session Meeting was held before the General Session Meeting on Wednesday May 18, 2022.

**HOMEOWNER FORUM** There was 19 homeowners present to discuss:

- Parking
- Insurance
- Check signing
- Possible meetings at the pool
- Candidacy statements
- Fire retardant
- Dues
- Communication & Involvement

**COMMITTEE REPORTS**

*Landscape- Chair: Paige Strayer-*

*Maintenance- Chair: Marcia Hollander*

*Communication- Co Chair: Sheila Deakin and Ann Marie McKay*

*Architectural- Chair: Evelyn Saunders (not present at meeting)*

*Parking- Chair: Sheila Deakin*

*Finance- Chair: Caitlin Reyna*

**MINUTES**

The Board reviewed the minutes as submitted by Platinum Management Group dated 3/24/22, 4/14/22, & 4/28/22. The following changes were made:

3/24/22: New Business item L:

1. change "erroneous" to "plumbing"

4/14/22- New Business item A:

1. change "motion passed 2-1 with Frank Aronoff abstained" to "motion passed 2:0 with Frank Aronoff abstained"

New Business Item C:

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1. change "\$596.00" to "\$596.40"

4/28/22: Consent Calendar Item C:

1. change "the motion unanimously" to "The motion passed unanimously"

New Business item B (3)

1. add "and work with Powerstone to obtain bids" to the last sentence.

New Business Item D:

1. add " when new property management takes over" to the last sentence.

Upon motion duly made and seconded, the Board approved the minutes dated 3/24/22, 4/14/22, & 4/28/22 contingent on the above changes.

Motion: Sheila Deakin

Second: Marcia Hollander

The motion passed unanimously.

## **FINANCIALS**

The Board did not review the April financials, as they have not been completed by Powerstone at this time. No action taken.

## **INVOICE RATIFICATION**

The Board reviewed the invoice of the repipe by Americal at 417 San Nicholas for a cost of \$7200. The cost per unit was previously approved per the Americal Contract. No action taken.

## **NEW BUSINESS**

A. Protect Contract  
Amendment

The Board reviewed the amended contract from Protec to perform monthly maintenance throughout the community, at a max of 36 hours a month. Management will send to Board for e signatures. No action taken.

B. Collection Policy  
& Annual Policy

The Board reviewed the collection policy and the annual policy provided by Powerstone Property Management to be mailed out to all homeowners once approved.

Upon motion duly made and seconded, the Board approved the policies as submitted and approved to be mailed out to all homeowners.

Motion: Frank Aronoff

Second: Marcia Hollander

The motion passed unanimously.

C. 104 San Nicholas

The Board reviewed the bid from Quezada Landscape to transfer the agaves from the outside of 104 San Nicholas and transplant into the upper pool pots at a cost of \$150. The Board discussed the possibility of saving money in the transfer of the agaves to an area that has pre-existing irrigation.

Upon motion duly made and seconded, the Board denied the bid as submitted by Quezada Landscape, and request to review an area at 223 for installation of the agaves at the next landscape walk.

Motion: Marcia Hollander

Second: Wiam Elbettar

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The motion passed unanimously.

**D. 615 San Nicholas  
Morning Glorys**

The Board reviewed the bid from Quezada landscape to install morning glory's on the top of the wall at 615 Nicholas. Quezada Landscape provided 2 options. To install 3 5 gal plants at a cost of \$195 or install 6 1 gallon plants at a cost of \$195.

Upon motion duly made and seconded, the Board denied the bid as submitted. The Board has further questions for Quezada landscape, as to why the previous plants died, and will review on the next landscape walk.

Motion: Marcia Hollander  
Second: Wiam Elbettar  
The motion passed unanimously.

**E. 606 San Nicholas  
Interior Repairs**

The Board reviewed the bid from Protec to repair the interior area in the unit for \$700. The Board request Management obtain a formal bid from Protec. The formal bid to be reviewed at the June Board Meeting. No action taken.

**F. Request for  
Reimbursement- Plumbing**

The Board reviewed the request for reimbursement from the homeowner at 629 San Nicholas for the cost of the hydro jetting of the sewage line in the amount of \$681. In addition, the Board request Management obtain a formal site map from our preferred Association plumber mapping out all sewage drains, and adding an annual hydro jetting of all drains to the annual calendar moving forward.

Upon motion duly made and seconded, the Board approved the reimbursement to the homeowner in the amount of \$681 for hydro jetting.

Motion: Frank Aronoff  
Second: Wiam Elbettar  
The motion passed unanimously.

**G. Request for Reimbursement  
Slab Leak**

The Board reviewed the request for reimbursement from the homeowner at 206 Santa Rosa for the cost of the related expenses due to a slab leak at her unit in the amount of \$5400. The Board request Management contact Drymaster and assist the homeowner in getting a refund of \$400 for the electrical damage and advise the homeowner to file a claim with her HO6 policy for the remaining funds of \$5000. No action taken.

**H. San Nicholas Gravity  
Wall Report**

The Board reviewed the report by American Geotechnical regarding the gravity retaining wall about the San Nicholas pool. The Board requests to obtain bids for the following recommendation per the report provided:

1. Installing erosion control grid
2. Rodent Control to the slope
3. Clearing of the v-ditches and catch basins
4. Crack repair in concrete V ditches