

**THE TERRACE AT CANYON HILLS
MEETING OF THE BOARD OF DIRECTORS
GENERAL MEETING MINUTES
April 22, 2024**

NOTICE

The Regular Session meeting of the Terrace and Canyon Hills Homeowners Association Board of Directors was held on Monday April 22, 2024 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
Kim Pundir, Secretary
Paige Strayer, Member at Large

Directors Absent: Brian Greenwald, VP

Powerstone: Paige Fields, CCAM, Senior Community Manager

Others: Justin Koch, Ross Mgmt
Matt Nawabi, Ross Mgmt
Milan Krause, Precision Painting

CALL TO ORDER

Meeting was called to order at 7:02pm by Board President, AnnMarie McKay.

ANNOUNCEMENTS

Management advised that Executive Session Meeting was held prior to the General Session Meeting on April 22, 2024.

HOMEOWNER FORUM

There were 8 homeowners present to discuss the following:

- Lower Spa Replaster
- Contracts
- Skylights
- Budget
- Artisan Wall

COMMITTEE REPORTS

Architectural: Evelyn Saunders, Wiam Elbettar

Landscape/Maintenance: Kimberly Pundir, Johannes Marler

MINUTES

The Board reviewed the minutes dated March 28, 2024.

Upon motion duly made, seconded, and passed unanimously, the Board tabled the March 28, 2024 General Session minutes as prepared by Powerstone Property Management, as the two new Board Members were not comfortable approving as they weren't on the Board at the time, and there were not a majority vote to approve. Minutes to be approved at the May Meeting.

FINANCIALS

The Board reviewed the financials dated March 2024.

As of the March 31, 2024 Financial Statement, the Operating Account reflects a year-to-date revenue of \$1,134,373.90 and a year-to-date expenditure of \$626,647.20 before the reserve contribution.

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The Association also contributes \$58,088 a month to the Reserve Account per the current approved annual budget for March. These funds are for future capital improvements and replacement components per the reserve study. The total Reserve Funds as of March 31, 2024 are 1,026,068.75. Total Accounts Receivables as of March 31, 2024 are \$18,197.56.

Upon motion duly made, seconded, passed unanimously, the Board approved the March 2024 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.

DELINQUENCY

The Board reviewed the Delinquency report for March 2024.

Upon motion duly made, seconded, and carried, the Board approved the res to lien on acct APN #934-501-89.

The Board reviewed the utility bills.

Upon motion duly made, seconded, and carried, the Board approved to proceed with sending violation letters to the 200 and 500 circles to the units that have not complied with showing their detached garages are not being used for any additional charges or appliances.

INVOICE RATIFICATION

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

1. 210 SRC – Drain Repair \$2,875
2. 209 SRC – Roof Repairs \$4,050
3. 603 SNC – Build Back \$1,400
4. 416 SNC – Water Mitigation \$2,847
5. 611 SNC – Build back \$1,400

ARCH APP RATIFICATION The Board reviewed the following arch app ratifications:

- 505 SNC – Fence – Denied – Board to discuss
- 121 SRC – Windows- Approved- Board to Discuss diverter
- 211 SRC – Trellis Replacement – Approved
- 221 SRC – Windows – Approved
- 300 SNC- Windows – Approved
- 416 SNC- Windows – Approved

505 SNC Fence – The Board discussed the denied arch app of the installed fence. The Board agreed with the denial, and request it be removed, and request the HO to resubmit an arch app for the fence with it not being attached to the building, or blocking any common area. The fence also needs to be removed for the wood and paint project.

121 SRC Diverter – The Board discussed the diverter. Upon motion duly made, seconded, and carried, the Board approved the installation of the window diverter. Protec to install on maintenance hours.

Upon motion duly made, seconded, and carried, the Board approved the review of the arch apps as presented.

NEW BUSINESS

Wood and Paint Project
Update

Ross Mgmt was present to discuss the progress of the wood and paint project.

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Landscape Bids

The Board reviewed the following bids.

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

100 SRC	<i>Drain Install \$1,733.74</i>	Tabled – Obtain 2 more bids
211 SRC Tree Removal	<i>a. Park West \$1,700 b. Harvest \$1,950 c. Tree Pros \$3,800</i>	Approved – Park West \$1700
400/500 Cir Slope Dead Tree Removal	<i>a. Harvest \$900 b. Park West \$680</i>	Approved - Park West \$680
503 SNC Plant Install	<i>a. Deer Grass i. Option 1: \$729 ii. Option 2: \$681.75 b. Tufted Hair Grass i. Option 1: \$849</i>	Tabled - will address in new fiscal year with new landscape budget
Tree Trimming	<i>Park West \$14,716.80</i>	Approved – Park West \$14,716.80

Artisan Wall

The Board discussed the Artisan Wall repairs. Management has sent out 3 RFPs for bids on the repair. The Board request Management contact legal regarding the “Good Neighbor Fence Act” and if this applies to this shared wall.

Board Member Reimbursement

Upon motion duly made, seconded, and carried, the Board approved to reimburse director Strayer for the cost of the doggy signs in the amount of \$104.39.

620 SNC – Garage Door Seal

The Board reviewed the correspondence regarding the garage door seal and exterior water getting into the garage. The Associations Maintenance vendor advised a second seal would be recommended to avoid any water entering the garage. Upon motion duly made, seconded, and carried, the Board approved that this would be considered homeowner responsibility.

112 SRC – Common Area Swale

The Board reviewed the bids to install a concrete swale/vditch to divert the water away from the building.

- a. Quickel \$8,995*
- b. City Service \$7,500*

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Upon motion duly made, seconded, and carried, the Board tabled the bids and advised they would like to address when the roads are inspected for repairs. Management to reach out to the city to request a ground water test for the run off water coming out of the pipe.

306 SNC – Front Door
Swelling

The Board reviewed the correspondence from the homeowner at 306 SNC regarding a gutter that caused water to leak into the home and caused the front door to expand making it difficult to open and shut.

Upon motion duly made, seconded, and carried, the Board approved that this would be considered homeowner responsibility.

Hydro Jetting

The Board discussed community wide hydro jetting. It was last done in September of 2023. The Board advised there is a list that shows which units need to be jetted multiple times a year. Management to obtain a bid for those. In addition, Management to add hydro jetting to the September annual calendar. Bids will be obtained in July.

Proposed Additional
Doggy Station

Upon motion duly made, seconded, and carried, the Board approved to install an additional doggy station at the entrance of the 500 circle to match the rest of the community cost not to exceed \$350.

Parking Discussion

The Board discussed the parking rules. The following changes are to be made:

1. Remove rule #3 -
Residents are not permitted to park in guest parking spaces without prior approval from the Board of Directors. Extenuating circumstances (e.g., unplanned garage repairs or other emergency situations preventing a resident from utilizing their garage) may require residents to temporarily park in guest parking when advance notice to the Board is not possible (i.e., unforeseen situation occurs outside of normal business hours). In such cases, the resident shall safe-list their vehicle with the Association's parking patrol company and contact the Management Company with a resident request for temporary use of a guest parking, and provide the following information:
 - Brief explanation of reason for request
 - Daytime contact information"

2. Change the Citation Duration from 1 year to 30 days

3. Change Rule #7 – *All vehicles parked in an approved driveway or guest parking space must have all wheels be entirely within the marked boundaries or denoted lines of the parking space.*

Upon motion duly made, seconded, and carried, the Board approved the rule changes to be posted for 28 day review.

HOMEOWNER REQUESTS
**ADA Bars in Upper Pool
Showers**

The Board reviewed the HO correspondence regarding ADA Bars in the Showers. They are currently bars installed. Upon motion duly made, seconded,

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and carried, the Board approved to install 1 horizontal ADA bar at each shower to be in compliance with ADA regulations.

Sign Request

The Board discussed installing a "Dogs on Leash" Sign at the 400 circle greenbelt. Upon motion duly made, seconded, and carried, the Board denied the request to install the sign.

Concrete

The Board reviewed the correspondence regarding concrete repairs in the community. Upon motion duly made, seconded, and carried, the Board approved to grind the 2 areas for trip hazards. Protec to perform on maintenance hours.

Security Fence/ Gate

The Board reviewed the correspondence from the homeowner regarding security fencing and a community security gate. No action taken.

Umbrellas

The Board reviewed the correspondence from the homeowner regarding rusted umbrella stands. Management and the Landscape committee to review any bases in the storage area at the upper pool and switch them out.

Upper Pool Lights

The Board reviewed the correspondence regarding the upper pool lights. At this time, the lights are working properly. Management to advise Protec to clean them off of spider webs. No action taken.

Parking Request

The Board reviewed the parking request from 203 SRC. The Board requests more information on the cause of needing more safelist days. No action taken.

Management Report:

The Board reviewed the management reports and correspondence.

ANNOUNCEMENT

The next General Session meeting of the Board of Directors is scheduled for June 3, 2024 at Powerstone Property Management and Teleconference.

ADJOURNMENT

With no further business, the general session meeting was adjourned at 8:20p.m.

ATTEST

Ann Marie McKay

Ann Marie McKay
Ann Marie McKay (Jun 28, 2024 16:32 PDT)

28/06/24

Name

Signature

Date