

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

*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>	<b>Tabled – Obtain 2 more bids</b>
211 SRC Tree Removal	<i>a. Park West \$1,700 b. Harvest \$1,950 c. Tree Pros \$3,800</i>	<b>Approved – Park West \$1700</b>
400/500 Cir Slope Dead Tree Removal	<i>a. Harvest \$900 b. Park West \$680</i>	<b>Approved - Park West \$680</b>
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>	<b>Tabled - will address in new fiscal year with new landscape budget</b>
Tree Trimming	<i>Park West \$14,716.80</i>	<b>Approved – Park West \$14,716.80</b>

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,