

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

**NOTICE**

The Regular Session meeting of the Terrace and Canyon Hills Homeowners Association Board of Directors was held on Monday January 22, 2024 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,  
Brian Greenwald, VP  
Wiam Elbettar, Vice President

**Powerstone:** Paige Fields, CCAM, Senior Community Manager

**Others:** Conor Ross, Ross Mgmt  
Milan Krause, Precision  
Erik Murray, Precision

**CALL TO ORDER**

Meeting was called to order at 6:32pm by Board President, AnnMarie McKay.

**ANNOUNCEMENTS**

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

**HOMEOWNER FORUM**

There were 7 homeowners present to discuss the following:

- **Insurance**

**COMMITTEE REPORTS**

*Architectural: Evelyn Saunders, Brian Greenwald, and Wiam Elbettar*

*Landscape/Maintenance: Kimberly Pundir, and Johannes Marler*

**MINUTES**

The Board reviewed the minutes dated December 19, 2023.

Upon motion duly made, seconded, and passed unanimously, the Board approved the December 19, 2023 general session minutes as prepared by Powerstone Property Management.

**FINANCIALS**

The Board reviewed the financials dated December 2023.

*As of the December 31, 2023, Financial Statement, the Operating Account reflects a year-to-date revenue of \$817,232.50 and a year-to-date expenditure of \$445,553.46 before the reserve contribution.*

*The Association also contributes \$40,000.00 a month to the Reserve Account per the current approved annual budget. These funds are for future capital improvements and replacement components per the reserve study. The total Reserve Funds as of December 31, 2023 are \$1,209,890.65. Total Accounts Receivables as of December 31, 2023 are \$9,114.17.*

Upon motion duly made, seconded, passed unanimously, the Board approved the December 2023 financial statements and ratified the review by the individual

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

board members and all transfers of funds made in this period and reflected in the financial statement.

The Board reviewed the utility bills.

**INVOICE RATIFICATION**

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

1. 611 SNC Water Mitigation \$4,454
2. 603 SNC Asphalt Repairs \$1,850
3. 610 SNC Build Back \$ ,1,818.75
4. 610 SNC Emergency Mitigation \$5,142
5. 610 SNC Emergency Mitigation Change Order \$2,017
6. 613 SNC Roof Repair \$4,320
7. Behind 514 Wattle Replacement \$504.50

**ARCH APP RATIFICATION**

The Board reviewed the following arch app ratifications:

1. 505 SNC – Exterior Modification - Notice of Completion
2. 613 SNC – Cameras – Approved

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

**NEW BUSINESS**

Wood and Paint Project Update

Precision Painting and RCM were present to discuss the update on the wood and paint project.

Insurance Renewal

The Board discussed the insurance renewal for 2/26/24. The Associations current broker is waiting on the underwriters to submit the bid. Due to urgency, this will be emailed to the Board once received and a special meeting will be scheduled.

Landscape Bids

The Board reviewed the following bid.

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

300 SNC	Option 1:	\$342	Denied due to funds
	Option 2:	\$558	

Draft Reserve Study

The Board reviewed the draft reserve study as presented by Association Reserves.

Upon motion duly made, seconded, and carried, the Board approved the draft reserve study as presented, contingent that Management confirm regarding the siding life span stating "0" and confirmation of the upper spa heater replacement.

Patrol

The Board reviewed the following bids submitted for community parking patrol.  
1. Empire Security \$84/per day ( 3 patrol a day/7 days a week is required)

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

2. OC Patrol- 7 days a week- 1 patrol a day \$850/month – included safelisting program
3. Patrol One- different options available

Upon motion duly made, seconded, and carried, the Board approved the contract with Patrol one for community patrol and safelist program at a cost of \$465/month. The patrol will be once a day. Management to submit a termination notice to CSA patrol, per the terms of the agreement.

Roof Repairs per  
Maintenance

The Board reviewed the bid for recommended roof repairs which were discovered by Antis Roofing during the annual roof maintenance. The cost for the repairs is \$7,945.

Upon motion duly made, seconded, and carried, the Board tabled the bid submitted by Antis Roofing in the amount of \$7,495, as the gutter downspouts are being addressed separately, and the siding is being addressed during our current community project. The Board request Management obtain a second bid for the chimney repairs at 515 SNC.

Gutter Repairs

The Board reviewed the following bids for community gutter repairs & moving the gutter downspouts that are located on the side fascia near the garage door, where they are prone to getting damaged.

1. GaleForce \$9,495
2. Protec \$7,940

Upon motion duly made, seconded, and carried, the Board approved the bid submitted by Protec in the amount of \$7,940 and Management to confirm the price will be honored either at the end of the community wood and paint project, or if the cost can be honored by street ( Santa Rosa and San Nicholas) as the wood and paint project completes.

Rules and Regulations  
Adoption

The Board reviewed the homeowner correspondence submitted regarding the rules and regulation changes.

Upon motion duly made, seconded, and carried, the Board request the following changes, and the rules be reposted on the bulletin and website for 28 day homeowner review.

1. Add in rule # 12 under parking rules – included in rules prior *“The electricity in the auxiliary garages is for your garage door openers and safety lighting. The electricity is not permitted to be used for electric vehicles and appliances.”*
2. Change Rule #5 regarding trash – *“ Residents of the Community shall dispose of trash, garbage, or other waste only by depositing the same into containers provided by the owner. Trash receptacles must have a secure lid and be properly screened from view. Such containers shall be exposed to the view of the neighboring unit when set out for reasonable period of time ( not to exceed twenty-four (24) hours before and after scheduled trash collection hours)”*

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

*3. Regarding the satellite dish guideline- Per legal, remove the guidelines in rules PDF, keep guidelines in Arch pdf*

*4. Change Rule #10 under Pool/Spa Rules – “Only persons dressed in proper swimming attire that is suitable to be in water and not fayed to avoid clogging any filters are allowed in the pool and spa.”*

Cali Cove

Cali Cove Board Meeting is on 1/30/24 to discuss temporary parking.

**Homeowner Requests**

507- Green Stick Request

The Board reviewed the green stick request from the owner at 507 SNC.

Upon motion duly made, seconded, and carried, the Board approved the green stick request as presented.

Temp Parking Request

The homeowner at 315 SNC has requested a temporary parking space outside the attached garage. The homeowner verified the clearance for a fire truck.

Upon motion duly made, seconded, and carried, the Board approved the temporary parking space as requested by the owner at 315 SNC after verifying enough clearance for emergency personnel.

Budget

The Board reviewed the questions from a homeowner regarding the budget and Director Reyna explained the purpose of the current budget.

**Management Report:**

The Board reviewed the management reports and correspondence.

**ANNOUNCEMENT**

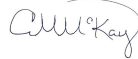
The next General Session meeting of the Board of Directors is scheduled for February 26, 2024 at Powerstone Property Management.

**ADJOURNMENT**

With no further business, the general session meeting was adjourned at 7:46p.m.

**ATTEST**

Ann Marie McKay



Feb 27, 2024

\_\_\_\_\_  
Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date