

Canyon Trails Homeowners Association, Inc.

BOARD MEETING MINUTES

April 02, 2019

APPROVED

Meeting called to order at 7:05 PM by Lefrak. Meeting notice was posted 48 hours prior at the designation area; bulletin board in the clubhouse.

DIRECTORS PRESENT

Eryka Lefrak, President • Andrew Just, Vice President •
Juan Basto, Treasurer • Randy Stone, Director

Also Present

Raul Medina, CAM from GRS Management Associates, Inc.
Traci Beneden, Canyon Trails HOA Communications Liaison chairperson.
Michele Buscemi, Canyon Trails Social chairperson.

ROLL CALL and quorum was present.

Meeting minutes approved with corrections for March 4th, 2019 RESOLVED to delete Gerb, not in attendance and the addition of Michele Buscemi, the Canyon Trails social director.

All in favor.

Parking Violation Reports RESOLVED to recommend fining for all attached reports hereto to the fine hearing provided the report states security made a call to the resident. Otherwise, the resident is to receive a warning letter instead. The exception to receiving a warning is parking in front of a fire hydrant; those are sent to the hearing with a fine recommendation.

It is so moved by Lefrak and seconded by Just, discussion, motion carried. All in favor.

Allocation of Reserve for Insurance Deductible and Pump Parts TABLED till the next meeting.

Fire Hydrant Towing Policy RESOLVED that a courtesy call is not a prerequisite to tow any vehicle in front of or within fifteen feet of a fire hydrant when parked on the street as already promulgated in FS. and PB. Ordinance 19-21.

It is so moved by Lefrak and seconded by Basto with amendment by Just, discussion, motion carried. All in favor.

Parking Enforcement on Patrol Policy RESOLVED to sticker a vehicle and call a resident regarding street parking when issuing a parking violation report. The first time a sticker is placed on vehicle only. On the second time it goes before the board for a hearing recommendation. In addition, a phone call will be made by security to the resident at each incident.

It is so moved by Basto and seconded by Lefrak, discussion, motion carried. All in favor.

RFID Policy Revised RESOLVED to amend the existing policy to revoke RFID amenity access and resident gate access at more than 90 days past due. The revocation does not limit the use of the guest gate access.

It is so moved by Lefrak and second by Basto, discussion, motion carried. All in favor.

RFID Resident Revocation RESOLVED to revoke FOB access and through the resident gate for all residents more than 90days as of April 2nd.

It is so moved by Lefrak and second by Basto, discussion, motion carried. All in favor.

Anti-Harassment Policy RESOLVED to accept the anti-harassment policy attached hereto and to include the wording “All staffing” and not just protected class. that his policy should be reviewed by the attorney before implementing.

It is so moved by Lefrak and second by Stone, discussion, motion carried. All in favor.

Collections Policy RESOLVED to have the collection letters by automatic sent by management in accordance with the following schedule:

- 15 days past due, detailed letter
- 30-35 days past due, a call form on-site staff with a friendly reminder.
- 45 days and \$500 past due send to collections

It is so moved by Lefrak, and seconded by Just, discussion, All in favor. Motion carried.

Envera Service Agreement RESOLVED to accept hardware cost increases of \$3,000 related to the installation due to life-safety fire code compliance and one access at the splash pad and two at the pavilion. The monthly fee will increase \$4 to \$ 35 per month. Warranty is included.

It is so moved by Lefrak and seconded by Just, discussion, All in favor. Motion carried.

Officer’s Report-President by Lefrak

Officer’s Report-Vice President by Just

Officer’s Report-Treasurer by Basto

Landscape committee report by Ebert – Nothing to report, not in attending.

Social committee report by Buscemi – Bingo night coming soon. More events to follow.

The meeting was adjourned at 10:25 PM

Raul Medina, CAM

On behalf of the Board of Directors