

# CANYON TRAILS HOMEOWNER ASSOCIATION, INC.

## Meeting Minutes

**Date and Time:** Wednesday, July 1st, 2020 at 7:00 p.m.

**Location:** Via Zoom

**Board Members Present:** Eryka Lefrak, President  
Andrew Just, Vice President  
Allan Frishberg, Treasurer  
Ryan Anderson, Secretary  
Juan Basto, Director

**Also, Present:** Courtney Buchan, LCAM

### **1. Call to Order and Establishment of a Quorum**

The meeting was called to order at 7:00 p.m. by Eryka Lefrak, President.

Roll Call - A quorum of the Board was established.

### **Proof of Notice of Meeting**

Meeting Notice posted 48 hours prior to meeting at designated area; Front entrance and exit Signs

### **2. Approval of Previous Meeting Minutes**

A motion was made by Eryka Lefrak to approve the April 16<sup>th</sup>, 2020 & May 20<sup>th</sup>, 2020 minutes, Seconded by Allan Frishberg; All in flavor.

### **3. Updates**

**Playfresh Refresh** – Allan Frishberg gave an update on the playground refresh. The playground equipment company is installing the equipment on July 6<sup>th</sup> and the flooring will be installed in the third week of July.

**Amenity Reservations process & protocol**– Eryka went over the reservations system Canyon trails has in place for the amenities amid the COVID-19 pandemic. 18 lots have been sent violations for abusing the reservation system by either over-booking, staying later than the reservation time, not canceling or etc. Eryka went on to explain the restrictions for reserving the amenities, Residents can book each amenity twice per week, Monday through Sunday, no outside guest or instructors allowed at this time, if you cannot make it to the reservation, you must cancel, masks must be wore while on the pool deck and walking to and from the clubhouse. The amenities will be closed for the upcoming holiday weekend.

**Parking rules & concerns** – Courtney went over the rules of Parking in the community. Street parking in only allowed on the even side of the street during even month and odd side of the street during odd months. Street parking isn't allowed after 11pm to 7AM Sunday night through Thursday night, Friday and Saturday is 1AM to 7AM. Vehicles cannot block the sidewalks until after 11pm to 7am. Confirmed with board that the guard will give a sticker violation to a resident breaking the parking rules, then the guard will call the resident to move the vehicle, the guard will than come back in 30 minutes if the vehicle to see if the resident move the vehicle. If the vehicle was move, no violation is issued, if the vehicle was not moved, the guard issues a report to the office and a violation will be sent the next day. Board decides that the phones are made for safety reasons and going forward, the guard will issue the report to the office regardless if the vehicle is moved or not after the phone call is made.

**March car accident damage repairs** – Courtney went over that all the work was completed in regards to the damage caused by a car accident that occurred back in March 2020. The fence was repaired and most landscaping has been replaced. We are still waiting on a few hedges to be replaced.

#### **4. New Business**

**Camera for the Guardhouse** – Eryka explained that our current security company, Platinum, wants to put a camera in the guardhouse to monitor their guards. She went over to say that she doesn't feel comfortable with this request because it could show the residents/guests faces. The rest of the board gave their input and Allan made monitor to concur with what Andrew gave input on which included placing the camera on the southwest corner of the guardhouse and to have country be present for the installation, Ryan seconded, Juan and Andrew agreed and Eryka abstained.

**Front entrance paver repairs** – Andrew went over the front entrance paver reset. Some of the front entrance pavers are spaced out and no sand is in between them. Two proposal were given but the prices were higher than expected. Andrew stated that he wants more proposals to be provided. Board agreed. Courtney to obtain more proposals.

**Compliance Committee Recommendations and Fining:** Eryka motioned for 7 maintenance and/or parking violations to go before the fining committee for July. Andrew seconded. All in Favor. One violation was left off report but was brought up by Eryka. This homeowner has been abusing the parking rules. The board also voted to send this homeowner to fining, all in favor.

**90 Days in Arrears Suspension:** At the time of the meeting, there was 1 new account 90 days in arrears. Eryka made the motion to deactivate this accounts fob and gate access for the 1 account, Andrew seconded: All in favor.

**5. Committee Reports**

- **Landscaping:** Andrew states that the Landscaping is looking to make updates to the waterfall/fountain area but will be holding off until hurricane season is over.
- **Compliance:** Compliance will be holding their meeting via Zoom on July 16<sup>th</sup> for fining. Maureen made a statement that the vehicle violations should be per lot not per vehicle.
- **Social:** Nothing to report
- **Communications Liaison:** Nothing to report

**6. Adjournment**

With no further business to address, Eryka motioned to adjourn the meeting at 8:26 p.m. All in favor.

Respectfully Submitted,

Courtney Buchan, LCAM - GRS Management Associates

On behalf of the Board of Directors