

CANYON TRAILS HOMEOWNER ASSOCIATION, INC.

Meeting Minutes

Date and Time: Tuesday, August 13, 2019 at 7:00 p.m.

Location: 10950 Mantova Bay Circle, Boynton Beach, FL 33473 Clubhouse/Social Hall

Board Members Present: Eryka Lefrak, President
Andrew Just, Vice President
Juan Basto, Treasurer
Randy Stone, Director

Also, Present: Courtney Buchan, LCAM

Call to Order and Establishment of a Quorum

The meeting was called to order at 7:03 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; Clubhouse Bulletin Board

Approval of Previous Meeting Minutes

A motion was made by Eryka Lefrak to waive the reading of the July 10, 2019 meeting minutes. The Board unanimously approved the minutes as written.

New Business

New Property Manager Introduction – Introduction of Courtney Buchan

Rental Cap: Last meeting a rental cap was discussed for the community. Courtney Buchan advised there are about 50 rentals in the community as of current, roughly 9%. Randy mentioned that it is typical for a community that does have a rental cap to have one set at 10%. Andrew asked if other Canyons had a rental cap, it was not known by anyone present if any other canyon communities did have a rental cap set in place. Randy also went over how a rental cap could be voted for by the community, by either calling a special meeting for the vote to take place or by sending out a consent to action for the vote. 2/3 of the community would have to vote in favor for the proposed rental cap to pass. The board decided more information was needed before making any decisions on putting a rental cap in place.

Basketball Court Tinting: Andrew explained that the community uses the indoor basketball courts for many community wide events as well as normal basketball play and since its use is high that the Association would like to invest on window tint because many residents have complained of the glare. Andrew presented to quotes obtained by resident Michelle Buscemi. The board spoke about possibly getting more quotes for the gym to be tinted as well. Michelle said she would get quotes for the other areas. Eryka motioned to Approve the Tint America quote for \$885 while looking into getting quotes for the other rooms, Andrew seconded her motioned, all in favor. Motion passed.

Mobile Flu shot Clinic: Eryka stated that the community has been trying to get a mobile flu shot clinic to come into trails. Eryka disclosed that she would abstain from the discussion and decision on what clinic should be used because she has a family member that works for Walgreens pharmacy, one of the companies that has reached out about offering flue shots to the community. Andrew stated he is all for the flu shot clinic onsite but reminded the association that last year there was a mobile flu shot clinic and only one resident took advantage of their services. Another resident stated that Publix advertise a free \$10-dollar giftcard with every flu shot purchased. Eryka suggested we ask CVS and Walgreens if they would offer like incentives for getting a flu shot through their clinic. Randy also suggested that we let CVS and

Walgreens know we had a mobile clinic onsite last year and only one resident took advantage of said clinic.

Compliance Committee Recommendations and Fining: Eryka motioned for one parking violation to go before the fining committee for September. Andrew seconded. All in Favor. Motion passed.

Upcoming Compliance/Community Beautification: Eryka went over the details from the last e-blast sent to the community concerning garage doors faded and needed to be painted. Andrew reminded the Association that 3 trees were originally planted at the front of all the homes and many homes were missing these trees. After hurricane season, the Association will begin violations for any homeowner who does not have these trees planted on their property along with painting for the garage door needed.

90 Days in Arrears Suspension: At the time of the meeting, there were no new accounts 90 days in arrears.

Officer's reports

- **President (Eryka Lefrak)**
 - I. **Updated ARC Application:** Eryka explained that the community does not have someone who does inspect after an ARC application for a small change, has been approved and the work listed on the application completed at the said home. As of now, we only inspect homes that complete bigger projects like a pool or fence installation. Eryka suggested that we change the ARC application to list a separate deposit required for smaller projects so an inspection could take place after the change was made to the home. This way the Association and ACC committee could ensure that what was approved on the application, was the change made to the home and the homeowner didn't further alter the appearance of the home. Eryka initially suggested a \$200 deposit could be required, Randy stated \$100 could be better and Eryka agreed. Eryka motioned that a \$100-dollar deposit be required for ARC changes that are not pools, fence or bigger projects Randy seconded the motion, All in favor. Motion passed.
 - II. **Card Access for Gate – Rental cards:** There is major security concern regarding old access cards. Hundreds of cards were not registered so these cards were done away with earlier this year. Eryka stated a \$25 fee would be required to anyone that needed a access card in the future and the access card were only good for 6-months at a time, after the 6 months, the cards were be deactivated and the homeowner would have to get the card reactivated. The homeowner would also be required to give a \$100 deposit for the card.
- **Vice President**
 - I. **Front Line Electric Lightning Approval:** Andrew explained that GFCI's are tripping constantly and some are flooded. Some lights were changed to LED's as others were not. Andrew also found several GFCI's buried. Andrew stated that Front line electric will be changing the front entry lighting that is positioned on the trees so the lights will actually light the trees up more they are currently. They will also finish converting the lights to LED lights.
 - II. **Bike Rack – Update:** Andrew stated that we are still looking for similar bike racks that match the one currently installed at the gazebo.
- **Treasurer (Juan Basto)**
 - I. **Financial Report:** Juan went over the monthly Financials for month ending July 2019: Operating \$633,797.11; Reserves \$ 436,816.02
 - II. **Aging Report:** Juan gave the aging report update. Currently \$59,884.03 owed to the Community from Delinquent Homeowners.
- **Director at Large**
 - I. **AED for the Community approval:** Randy stated that an AED has been ordered for the community through Heartsine. The unit ordered was in the amount of \$1575 and is the newest model. This unit also comes with a cabinet to place the unit in once installed. Once the unit is received and installed, Randy will send an eblast to the community with a training video on how to use the AED.

Committee Reports

- **Landscaping:** Tree trimming by Brightview has been completed. Ken stated that existing rocks around the entry fountain would be moved to cover the dead areas.
- **Social:** Michelle gave the social committee update that included details on and upcoming Pajama mama night hosted by the JCC and gave details regarding future events such as Casino Night (September 14th), Masquerade Ball, Movies nights and Holiday event planned at the end of the year.
- **Communications Liaison:** Nothing new to report.

Adjournment

With no further business to address, Eryka motioned to adjourn the meeting at 9:10 p.m. All in favor.

Respectfully Submitted,

Courtney Buchan, LCAM - GRS Management Associates
On behalf of the Board of Directors

Voting Record

Meeting Date 8/13/19

President Engha Lefrak

Vice President Andrew Just

Treasurer Juan Besto

Secretary Jacob Gerb (Absent)

Director Randy Stone

Issue: Window Tinting (Tint America)

President	<i>Motion</i>	For	<input checked="" type="checkbox"/>	Against	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Vice President		For	<input checked="" type="checkbox"/>	Against	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Treasurer	<i>Secur</i>	For	<input checked="" type="checkbox"/>	Against	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Secretary		For	<input type="checkbox"/>	Against	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Director		For	<input checked="" type="checkbox"/>	Against	<input type="checkbox"/>	Abstain	<input type="checkbox"/>

Issue: Parking Violation

President	<i>Motion</i>	For	<input checked="" type="checkbox"/>	Against	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Vice President		For	<input checked="" type="checkbox"/>	Against	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Treasurer	<i>Secur</i>	For	<input checked="" type="checkbox"/>	Against	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Secretary		For	<input type="checkbox"/>	Against	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Director		For	<input checked="" type="checkbox"/>	Against	<input type="checkbox"/>	Abstain	<input type="checkbox"/>

Issue: ARC Deposit for \$¹⁰⁰200

President	<i>motioned.</i>	For	<input checked="" type="checkbox"/>	Against	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Vice President		For	<input checked="" type="checkbox"/>	Against	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Treasurer		For	<input checked="" type="checkbox"/>	Against	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Secretary		For	<input type="checkbox"/>	Against	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Director		For	<input checked="" type="checkbox"/>	Against	<input type="checkbox"/>	Abstain	<input type="checkbox"/>

Seconded

Issue: _____

President		For	<input type="checkbox"/>	Against	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Vice President		For	<input type="checkbox"/>	Against	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Treasurer		For	<input type="checkbox"/>	Against	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Secretary		For	<input type="checkbox"/>	Against	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Director		For	<input type="checkbox"/>	Against	<input type="checkbox"/>	Abstain	<input type="checkbox"/>

Issue: _____

President		For	<input type="checkbox"/>	Against	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Vice President		For	<input type="checkbox"/>	Against	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Treasurer		For	<input type="checkbox"/>	Against	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Secretary		For	<input type="checkbox"/>	Against	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Director		For	<input type="checkbox"/>	Against	<input type="checkbox"/>	Abstain	<input type="checkbox"/>