

CANYON TRAILS HOMEOWNER ASSOCIATION, INC.

Meeting Minutes

Date and Time: Wednesday, March 10th, 2021 at 7:00 p.m.

Location: Via Zoom

Board Members Present: Eryka Lefrak, President
Andrew Just, Vice President
Allan Frishberg, Treasurer
Ryan Anderson, Secretary
Zachary Greenberg, Director

Also, Present: Courtney Buchan, LCAM

Call to Order and Establishment of a Quorum

The meeting was called to order at 7:10 p.m. by Ryan Anderson, Secretary.

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, Email & Community entrance/exit signs.

Approval of Previous Meeting Minutes

A motion was made by Zachary Greenberg to approve the February 25, 2021 minutes, Seconded by Andrew Just; All in flavor.

Updates

Weight equipment update – Ryan went over this and explained we have an online survey and survey in the gym to get feedback regarding the weight equipment that needs to be updated, we have received 48 responses so from the online survey. There are a lot of different charts for this. We are not at the point to make a decision for the new equipment yet, we would like to get more feedback. Andrew explained that he wants to look at the gym room again, make sure all the equipment we need will fit in the room, we need to add some more equipment possibly to this area and get more feedback. Hopefully we can a decision next month.

Maintenance Update – Courtney went over the maintenance update. Brightview has begun trimming the coconut palms and will be crown reducing all of the Hong Kong orchids throughout the community. All County paving also completed grinding several areas of uneven sidewalks and replaced a few sections of uneven sidewalks throughout the community. The guardhouse waterfall is also in need of repair and we are waiting on a quote to have this fixed.

Amenity hours and changes – Sunday march 14th is daylight saving time, we would like to change the pool time since it will be getting darker later. Sunrise to sunset 8am to 8pm, Starting Monday 15th. The Board agrees to change the pool and splash pad hours to reflect daylight saving time starting on Monday, March 15th.

New Business

Appointment of Landscaping Committee member – Jeremy from the landscaping committee went over the appointment. Heather Melman reached out to the landscaping committee and asked to join, all committee members agreed to appoint Heather Melman to the landscaping committee. Andrew just motions to appoint Heather Melman to the landscaping committee, Eryka seconded: All in favor.

HOA debit card – Ryan stated that this has been discussed briefly before this meeting and nothing was motioned on. Ryan explained that there are several expenses that board members and the property manager pay for from their personal banking accounts. Zoom, Mailchimp and other maintenance purchase. Allan would like to make the card limited to \$5000 and only access is for Courtney Buchan for the monthly services and other maintenance items. Eryka asks if we still have the debit card account from a previous, what charges will be made and can the limit be lowered to \$2000. Eryka motions to get a debit card with a \$2000 limit and goes through the check process with approval with receipts, Ryan Anderson seconds; All in favor.

Internet outages at the Guardhouse – Courtney went over that there has been a lot of internet outages at the guardhouse. Comcast has been contacted numerous times and has replaced equipment and the modem for this area. It is noticeable because the gate app is down when this happens. Courtney has reached out to AT&T for a proposal to switch internet services for both the guardhouse and clubhouse.

Irrigation concerns – Courtney went over the recent irrigation concerns regarding the north side of the community. The irrigation pump on this side of the community is not working and Brightview is working to correct the issue. There are several areas that wires need to be replaced. The laptop used to run irrigation reports also has broken and new laptop has been ordered and received. Hector turf has to come out and download the toro app on the new laptop so reports can be run. Courtney also spoke to another property manager with similar issues and explained that the pump station may need to be

grounded to help these issues from developing. Courtney informed everyone that PIE superior electrical will be onsite to check if the north pump is properly grounded on Friday, March 12th.

Re-striping Clubhouse, Guardhouse and Overflow parking lot - The clubhouse, guardhouse and overflow parking lot are in need of restriping. Courtney provided a quote to the board from All county for the work to be completed. Zachary Greenberg motions to approve, Andrew Just seconds: All in favor.

Compliance Committee Recommendations and Fining – The Board was given a list of past-due violations prior to the board meeting for review. Andrew motions to fine and send everyone on the list to compliance, Allan seconded: All in favor

90 Days in Arrears suspension – None at this time

Committee Reports

- **Social:** Courtney went over social committee update. Several food trucks have been scheduled to come to the canyon trails clubhouse throughout the month of March. The office will be scheduling more foods for each month going forward.
- **Compliance:** Maureen went over this, she thanked the compliance committee (put committee members) of interviewing candidates and coming up with questions, it took several hours.
- **Landscaping:** Jeremy went over update, the committee will be getting proposals for north berm. A proposal has been submitted to add rock at the guardhouse fountain. They will also be getting a proposal to add some plants for around the tennis courts.

Adjournment

With no further business to address, Ryan Anderson motioned to adjourn the meeting at 8:11p.m. Andrew just seconded : All in favor.

Respectfully Submitted,

Courtney Buchan, LCAM - GRS Management Associates

On behalf of the Board of Directors