

CANYON TRAILS HOMEOWNER ASSOCIATION, INC.

Meeting Minutes

Date and Time: Monday, October 7th, 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

Call to Order and Establishment of a Quorum

The meeting was called to order at 7:47 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; Exit/Entrance signs

Approval of Previous Meeting Minutes

A motion was made by Ryan Anderson to approve the September 1st, 2019 minutes, Seconded by Andrew Just; All in favor.

Updates

Amenity Changes – Eryka went over the amenity changes made at the previous Board meeting. Reservations are no longer needed to use any of the open amenities. There are still capacity limitations in place along with restricted hours. Social distancing and masks are still also in place because of liability. Enhanced cleaning is still being performed during the hours the amenities are open. Phase 3 provides no updates to open the amenities anymore at this time. The board will keep the Community updated if changes can be made to the current amenity schedule.

Savings Account – Allan has been working on getting information from banks that could provide the community with a better savings account for the Associations funds. Allan spoke with Chase bank that provides a credit/debit card, is FDIC insured, would be more accessible and has no hidden fees. **Allan motioned to use Chase to open a new savings account going forward, Eryka seconded, All in favor.**

Front Entrance Pavers – Andrew explained the issues with the front entrance pavers. There is a calcium build up that is coming up on the pavers in certain areas. We already had this area reset, pressure cleaned and seal-coated. The area was clear of the milky white substance for a few days after the seal coating but the white marks started appear again only in some areas. Courtney met with 2 different vendors to go over options. Each vendor proposed removing the pavers completely, pouring concrete and then replacing with new pavers. This would be quite costly. Eryka asked if Terra Pavers, the vendor who first did the reset, could come back out and re-do the reset again and we could ask Nick from Palm Beach Pressure cleaning to go over this area one more time. Courtney will contact Terra Pavers to have this completed.

PBSO Traffic Agreement – Eryka announced that the traffic control agreement that was submitted to the Palm Beach Sheriffs Office was accepted. This would be PBSO officers would be able to enter the community and give tickets to drivers disobeying the traffic rules for the community. This would also include golf carts compliance.

Budget Meeting Date – There was discussion on the best date to hold the official 2021 budget approval meeting. Andrew asked the board if November 4th worked for everyone and everyone on the Board agreed that the meeting could be tentatively scheduled for November 4th.

New Business

Pool Awning Proposals – Andrew went over the awning proposal for the replacement of two new pool awnings, moving one current awning to the splash pad and the replacement of 18 curtains. Andrew explained that the maintenance staff did try to clean the pool curtains before replacing them but there was no difference in appearance. Andrew also explained why one awning would be removed and moved to a different area. **Andrew made a motion to move forward with Tropical awnings proposal to replace 2 pool awnings, switch out the current splash awning with an existing pool awning and replace 18 curtains, Eryka seconded his motion, All in favor.**

Alarm Monitoring Contracts – Allan went over and review the two proposal we have for security monitoring for the whole community. Vector gave us a new contract that would start on January 1st even though their current contract doesn't run out until May 2021. Vectors new contract is only for 5 years and would be \$11 per home per month plus taxes paid by the Association. ADT gave us a proposal to start in June 2021 since we would have to honor Vectors current contract through May 2021. ADT would be willing to start installing the new alarm monitoring systems in the homes in January 2021 and wouldn't charge the community for doing so. Their price would be \$12.75 per home per month plus taxes paid by the Association. A lot of discussion was had between the Board Members regarding the two contracts and members of the association's also had some input as well. **Ryan Anderson made a motion to stay with vector and accept their new contract starting January 2021. Andrew seconded his motion. Eryka agreed with the motion and Juan and Allan sustained from voting. Motion passed.**

Landscaping Proposals – Andrew went over several landscaping proposals for the community. 2 Proposals to fill in missing areas of the end caps of each street, one from Pedro Landscaping and one from BrightView. 2 proposals to fill in areas of the berm on Acme Dairy on the north side, one from Pedro landscaping and one from Brightview. 1 proposal to replace 5 Royal palms that were previously removed, proposal from BrightView. **Andrew made a motion to go with Brightview for the end caps, Ryan seconded; Juan and Allan in favor, Eryka has left the meeting so she was not able to vote, motion passes. Andrew motions to accept the proposal from Pedro for the north Acme Dairy berm, Ryan seconded, Juan and Allan in favor, Motion passes. Andrew motions to accepts BrightView's proposal for the Royal Palm replacement, Ryan seconded, Juan and Allan in favor, motion passes.**

Irrigation contract – Andrew explained that the Association currently uses Top Cut for Irrigation services for the community and Emir is out irrigation tech that works 40 hours a week onsite. The Association favors using Emir for the irrigation services because he knows the community very well and does a very good job. Andrew asked Brighview if they could offer us a better contract from irrigation but also keep Emir. Brightview was able to offer the Community a great contract with reduced pricing. **Andrew made a motion to switch the community's irrigation services over to Brighview but keep Emir as our irrigation tech, Ryan seconds, all in favor.**

Tree trimming Contract- Andrew explained that this year the Association used Zimmerman tree trimming for the annual tree trimming for the community along with the second bi-annual trimming of the coconut palms. Zimmerman had been asked to provide another proposal for the following year but never got back to the management staff. Andrew asked Brightview to give a proposal for the tree trimming for next year because they now have a large tree division. Andrew went over the proposal Brighview provided. **Andrew made a motion to accept Brightviews proposal for tree trimming services for 2021, Ryan seconds, All in favor.**

Landscaping Blitz, Mulch, Pressure cleaning and Holiday light dates – Courtney went over the dates for the Community beautifications projects. Brightview will begin their landscaping Blitz on Friday, October 23rd and Friday, October 30th. Advanced mulch would begin pouring the mulch Monday, November 2nd. Palm Beach Pressure Cleaning will begin pressure cleaning the common areas starting on

Monday, November 9th. The Holiday lights will also be installed on Thursday, October 22nd and then turned on Monday, November 16th.

Compliance Committee Recommendations and Fining: There were 33 lots to be sent to the compliance committee for October. **Ryan motions to send these lots to the October Compliance Committee meeting, Andrew seconds, All in favor.**

90 Days in Arrears Suspension: At the time of the meeting, there were 7 new accounts 90 days in arrears. **Ryan motions to deactivate these accounts, Andrew seconds, All in favor.**

Committee Reports

- **Social** – No updates to report at this time
- **Compliance** – No updates to report at this time.
- **Landscaping** – Jeremy waters are introduced as the newest committee and gave the committee update that Himself, Andrew and Kenny would be meeting with Pedro to go over updates needed at the larger waterfall at the front entrance of the community.
- **Communications Liaison** – No updates to report at this time.

Adjournment

With no further business to address, Ryan motioned to adjourn the meeting at 10:08 p.m. seconded by Andrew, All in favor.

Respectfully Submitted,

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