

# **CANYON TRAILS HOMEOWNER ASSOCIATION, INC.**

## **Meeting Minutes**

**Date and Time:** Thursday, September 9th, 2021 at 7:00 p.m.

**Location:** Via Zoom

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

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

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

The meeting was called to order at PM by Ryan Anderson at 7:05PM .

Roll Call - A quorum of the Board was established.

Ryan makes a motion to amend the agenda and remove Appointment of landscaping committee member, Zack seconds All in favor.

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

Meeting Notice posted 48 hours prior to meeting at designated area; Clubhouse Bulletin Board & Email.

Ryan made a motion to remove appointment of landscaping committee member from the agenda as the member is not present, Zack approves: All in favor. Item removed from the agenda.

### **Approval of Previous Meeting Minutes**

A motion was made by Andrew to approve the August 13, 2021 minutes, Seconded by Sean: All in favor.

### **Updates**

**Irrigation Concerns** – Courtney went over Irrigation concerns throughout the community. The current tech Jose has left the community. Brightview has hired Wes for the community. Wes has been with Brightview for 3 weeks and has many years of previous irrigation experience. The concerns with irrigation are we do not have parts for several repairs but those parts have been ordered and should be delivered soon. Courtney followed up with Top Cut to inquire about getting Emir back to the Community but Emir is currently at a higher level with Top Cut and could not come on board. Top Cut did provide a proposal for a different tech using their services but the proposal was much higher than what the community pays Brightview for irrigation.

**Community Maintenance Schedule** – Courtney explained that the community does several maintenance items towards the end of the year. These items include pressure cleaning the common areas, mulching the common area landscaping beds, a landscaping blitz, front entrance fountains will be cleaned and the holiday lights will be turned on right before Thanksgiving. Brightview will complete their Blitz on October 8<sup>th</sup> or 15<sup>th</sup> - Mulching will be starting October 18<sup>th</sup>, mulching takes up to 2 weeks to complete. PBPC will be starting the pressure cleaning November 3 or 4<sup>th</sup>. After the pressure cleaning, the fountains will be cleaned the following week and the Holiday lights will be turned on the week before Thanksgiving.

### **New Business**

**Budget workshop Date** – The board decided the best date for the budget workshop would be October 12<sup>th</sup> at 5:30pm to start.

**Landscaping Proposals** – Ryan went over proposals for landscaping needed. North berm east to west needs a refresh. Pedro and Brightview provided proposals for this project. Brightview proposing changes for \$19k and Pedro proposes changes for \$15k. Pedro's and BrightView's quotes do not include 2 missing Hong Kongs orchids. Pedro's proposals include a 6-month warranty on the plant materials. Ryan motion to accept Pedro's quote for \$15810 for berm and spend up to \$2000 to replace two Hong Kong orchids, Andrew seconds: All in favor. Courtney went over the proposals to add missing landscaping to the Triana point berm. Brightview worked very close with Courtney on this proposal. Pedro also provided a proposal for the same area but some landscaping items were missing from the quote. Ryans suggest approved \$5800 for this area, board agrees with amount for this area to be refreshed. Ryan motions to spend no more than \$5800 for Triana point berm, Allan seconds: All in favor. Waiting on more quotes for additional landscaping items we need to address.

### **Treasurers Report**

Allan gave the treasurer report. Aging under \$35000k. Total operating is \$546,566.05. Total reserves is \$771,291.19. Total Accounts receivable is \$25,465.27. Total Assets is 1,375,637.92. Total Liabilities & Equity is \$450,767.53.

**Compliance Committee recommendations and fining** – Allan motions to approve violations sent to the board prior to the meeting for fining, Zack seconds, all in favor.

**90 Days in Arrears suspension** – None at this time.

## **Committees**

**Landscaping** – Jeremy stated there are no ongoing landscaping issues or concerns. Jeremy thanks the Board for their approval of the additions to the North berm.

**Social** – Courtney gave the social committee update. Summer Bash went over very well with the community, a lot walk-up traffic. Monthly movie nights have been restored, there is a movie night schedule for September 24, the movie will be Honey, I shrunk the kids. The social committee is working on planning an event for Fall.

**Compliance** – Maureen gave an update that the last fine meeting had 14 hearings and only 2 residents showed up to contest their fines. Zoom meeting has worked out well.

## **Adjournment**

With no further business to address, Ryan motioned to adjourn the meeting at p.m. Seconded Allan by 8:19 PM . All in favor.

**Respectfully Submitted,**

Courtney Buchan, LCAM - GRS Management Associates

On behalf of the Board of Directors