

THE TERRACE AT CANYON HILLS HOMEOWNERS' ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
MARCH 20, 2026
MINUTES

NOTICE With due notice given and received, the Regular Meeting of the Board of Directors of The Terrace at Canyon Hills Homeowners Association was held on Friday, March 20, 2026 at 12:30 P.M. at by Zoom.

PRESENT Dallis Nicole Cavallaro, President
Kyle Schneider, Vice President
Marissa Meyer, Secretary

Kameron Thissell, Platinum Management Group

ABSENT Brian Greenwald, Director
Christopher Jay Rugayan Torres, Treasurer

CALL TO ORDER The meeting was called to order at 12:33 P.M. with quorum of the Directors present.

OPEN FORUM There were Five (5) homeowners present at the meeting. The topics discussed were tree removals and irrigation issues.

COMMITTEE REPORTS
Fire Wise – Recommendations/Report -The Town Hall was well attended.
Landscape Committee- Recommendations/Reports - No recommendations given
Architectural Committee – Recommendations/Reports - the Committee reviewed and approved 406 San Nicholas, Denied 306 San Nicholas.

EXECUTIVE SESSION DISCLOSURE
In accordance with the California Civil Code 4935(e), an executive session Board Meeting was held before the regular session Board Meeting on February 23, 2026 and the following topics were reviewed:
A. Approval of the February 23, 2026 Executive Board Meeting Minutes
B. Violation Discussion
C. Police Incident Discussion
D. Neighbor Incident Discussion
E. Delinquency Report

TREASURER'S REPORT
As of the February 28, 2026 Financial Statement, the Operating Account reflects a year-to-date revenue of \$1,117,945.75 and a year-to-date expenditure of \$838,404.25.

The association also contributes \$54,500.00 a month to the Reserve Account per the approved annual budget. These funds are for future capital improvements and replacement components per the reserve study. The total Reserve Funds as of February 28, 2026 are \$548,033.75.

Total Accounts Receivables as of February 28, 2026 are \$41,577.72.

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**CONSENT
CALENDAR**

The Board of Directors reviewed the consent calendar below.

- A. Approval of the February 23, 2026 Board Meeting Minutes. Following review and discussion, a motion was made by Dallis Cavallaro and seconded by Kyle Schneider to approve the minutes as presented. The motion passed unanimously.
- B. Approval of the February 27, 2026 Board Meeting Minutes. Following review and discussion, a motion was made by Dallis Cavallaro and seconded by Kyle Schneider to approve the minutes with corrections. The motion passed unanimously.
- C. Acceptance of the February 28, 2026 Financials. Following review and discussion, a motion was made by Dallis Cavallaro and seconded by Kyle Schneider to accept the financials as presented. The motion passed unanimously.

NEW BUSINESS

- A. Reserve Study Approval for Budget
The Board of Directors reviewed the 2026/2027 Reserve Study showing the current reserves are 17.5% up from 14% reported in last years study. Following review and discussion, it was the general consent of the Board of Directors to approve the Reserve Study as presented.
- B. Proposed Draft 2026/2027 Budget
The Board of Directors reviewed the proposed draft, 2026/2027 budget. The final version of the budget will need to be approved on or before the April 17, 2026 board meeting in order to meet the Civil Code requirement to be mailed to the ownership at least 30 days prior to the new fiscal year. Management is suggesting a 4% increase, bringing the monthly assessment up to \$891.42. Also Enclosed is the increase of \$1.00 per inspection submitted by Patrol One which will reflect on the new budget. Following review and discussion, it was the general consent of the Board of Directors to table the Draft 2026/2027 Budget until April Board Meeting.
- C. Annual Policy Statements and Annual Budget Reports Approval
The Board of Directors reviewed the required Annual Policy Statements and Budget Reports that will be part of the 2025/2026 budget package. Following review and discussion, a motion was made by Dallis Cavallaro and seconded by Kyle Schneider to approve the Annual Policy Statements as presented. The motion passed unanimously.
- D. Plumbing Repair – 321 San Nicholas
The Board of Directors reviewed the following proposals to repair the drain line at 321 San Nicholas Court.
 - 1. Severson Plumbing - \$10,840.00
 - 2. 4 Star Plumbing - \$25,600.00
 - 3. Partners Plumbing - \$6,935.00Following review and discussion it was the general consent of the Board of Directors to table the proposals to get the asphalt repair proposals.

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E. Roof/Rain Gutter Repair Proposals

The Board of Directors reviewed the following proposals to repair Roof and Rain Gutters.

1. 501 San Nicholas Court – Rain Gutter Repair
Antis Roofing - \$1,490.00
American Supreme Roofing - \$950.00
2. 509 San Nicholas Court - Rain Gutter Repair
Antis Roofing - \$1,880.00
American Supreme - \$950.00
3. 511 San Nicholas Court – Detached Garage Flat Roof
American Supreme Roofing - \$4,800.00
4. 628 San Nicholas Court – Rain Gutter Repair
Antis Roofing - \$1,490.00

Following review and discussion, it was the general consent of the Board of Directors to table until April Board Meeting.

F. BBQ Purchase and Installation Proposal

The Board of Directors reviewed a proposal submitted by Backyard Expressions in the amount of \$3,651.44. Following review and discussion, it was the general consent of the Board of Directors to table until April Board Meeting.

G. Seasonal Cleaning Proposal

The Board of Directors reviewed a proposal submitted by Personal Touch Cleaning & Maintenance to perform deep cleaning at the pool. Following review and discussion, a motion was made by Dallis Cavallaro and seconded by Kyle Schneider to deny the proposal. The motion passed unanimously.

H. Pressure Regulator Proposal

The Board of Directors reviewed a proposal submitted by Partners Plumbing to repair the other regulators that were not emergencies per the repair proposal submitted after the inspection in the amount of \$23,042.68. Following review and discussion, a motion was made by Dallis Cavallaro and seconded by Kyle Schneider to approve the proposal to repair regulators reading above 90 PSI. The motion passed unanimously.

I. Storm Drain Cleaning Proposal

The Board of Directors reviewed the proposal submitted by Untied Storm Water in the amount of \$4,221.00. Following review and discussion, it was the general consent of the Board of Directors to table the proposal.

J. Board / Homeowner Request/Concerns/Comments

1. \$54,500.00 due to reserves from February – Due to the insurance payment, the association was unable to make the reserve transfer for February. At the end of March, if the funds are available the amount will be paid back, if they are not available, it will stay as a due to until they are available. Management will check the operating funding at the end of each month after the bills are paid and transferred accordingly. Following review and discussion, it was the general consent of the Board of Directors to take no action.

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2. Tree Removal/Trimming Update. Following review and discussion, it was the general consent of the Board of Directors to take no action.
3. New Website Announcement. Following review and discussion, it was the general consent of the Board of Directors to table until April Board Meeting
4. Front door rule change update. The 28-day review mailer will be sent out next week on March 16, 2026 so that the adoption can take place at the April 17, 2026 meeting. Following review and discussion, it was the general consent of the Board of Directors to take no action.
5. 306 San Nicholas – Request to waive the pool key fee. Following review and discussion, a motion was made by Dallis Cavallaro and seconded by MARRISA MEYER to approve a one time fee waiver as she is a new homeowner. The motion passed unanimously.

**NEXT BOARD
MEETING**

The next board meeting will be held on April 17, 2026.

ADJOURN

There being no further business, the meeting was adjourned at 1:40 P.M.

**THE BOARD OF DIRECTORS APPROVED THESE MINUTES AT THE APRIL 17, 2026
MEETING**