

CANYON GRANADA HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
July 15, 2023

CALL TO ORDER: The meeting was called to order at 9:01 a.m. by President Ed Young on Zoom. Other Board Members present: Vice-President – Mark Azar; Treasurer – Wayne Bunten; Secretary – Karen Ross; Member at Large – Hap Blaisdell; Landscape Committee Chair – Duane Hockenberry; Management – Cindy Anderson. Several homeowners were also present.

HOMEOWNER COMMENTS: Terry King thanked Cindy for handling a landscaping issue near her unit. Vince Calvarese asked about the status of Unit 524. (The owner is renovating the unit.) Vince also asked about the grass in front of the 400 Building, which is not doing well. All grass areas will be reseeded in the fall.

MINUTES: Minutes of the April 22, 2023, and May 3, 2023, Board Meetings were unanimously approved upon motion of Ed Young, seconded by Mark Azar.

TREASURERS REPORT: Treasurer Wayne Bunten presented the following report:

1. We close the operating budget for calendar year 22/23 at \$10,800 over budget, after adjustment for missed June payment of landscape contract. Large loss categories were Gas utilities, Insurance and General Maintenance. The 23/24 budget is adjusted to reflect this reality.

*2. Our Restricted Reserves increased approx. \$78,000 to a total of \$349,000
Note: We have signed contracts to replace storage doors that will use part of those funds.*

3. Investments. CD's are laddered and now can generate \$7,000+ this calendar year for our reserve.

4. One Special Assessment is still outstanding, and board should request a lien.

Upon motion of Mark Azar, seconded by Karen Ross, the Treasurer's Report was approved. The Board further approved the recommendation to place a lien on APN 512111056, for the special assessment still outstanding.

ARCHITECTURAL COMMITTEE REPORT: None

LANDSCAPE COMMITTEE REPORT: Committee Chair Duane Hockenberry presented the following report:

I spent the week of the 12th through the 16th on property doing a thorough walk through of the property. I'm happy to report that overall conditions of landscaping appear good. Extremely happy to report that all but maybe a half dozen of the new plantings are healthy and becoming established. Much of the disturbed landscaping for the painting project has also rebounded nicely. For the untrained eye, one

would not know the landscaping had been so disturbed. Our gardener should be credited for a job well done. I worked with Isaac on several sprinkler head issues, and some trimming issues, and he continues to be responsive and attentive to issues when they are raised. There are still several disturbed areas where trees were removed that have not been addressed by Reliable Tree Care contractor. We were told last year that they would be back to remove the remaining exposed roots and then seed the ground. This has not been done to date.

I've reviewed our contract with Reliable Tree Care to assure I understood what the contractor was responsible for, and there are a few issues I'd like the board and management to clear up. It would be the landscape committees recommendation that the contract be updated ASAP, after a review of the following issues.

In section 2, it states to trim plants to promote healthy propagation. (Most of our shrubs are presently trimmed with a powered trimmer to make them all uniform. On some varieties, this prevents the blooming shrubs from blooming. Need better supervision to distinguish between the two types of shrubs and proper trimming procedures. There are many walkways that need some hand trimming to allow clear passage. This is another area where contractor supervision and a weekly walk through would identify work requirements before they turn into complaints.

In section 2 it talks about disease control. We have shrubs and rose bushes that leaves are being eaten and I don't know if any disease control is being applied. Need clarification on this.

In section 2 under irrigation, it states weekly inspection of system after mowing. Is this being done? At present, it seems the residents have to happen to find and report problems. I found three malfunctioning sprinkler heads the week I was here, and by no means did I witness the full system in operation. This is not really a practical solution to maximize water usage. Contractor supervisor should assist gardener to check and maintain sprinkler system in proper working order, as per contract.

It also states to adjust controller to provide minimum amount of water required to provide healthy growth to all planted areas. This past week, I've witnessed sprinklers coming on at noon and again around 4:30. I know we are supposedly on the summer schedule, but I think we need further clarification on what is actually occurring. I would respectfully request we are provided a watering schedule, so we know what to look for and expect.

In section 2, it states every Friday the pool decks are to be washed down. First of all no one can remember this being done, and in light of today's environmental situation with water, it would not seem to be practical; however, it's part of the contract. I would propose that a Friday blow down of pool decks, away from the pool of course, would fulfill this contractual requirement.

In section 5 under services included, it talks about fertilization of lawns every two months. Has this been followed? Would like a fertilizer schedule so we can monitor.

Likewise weed control every 6 months? We need a schedule please for monitoring.

This section also addresses the Winter grass. We all know this was eliminated last year due to environmental concerns. I suspect we may continue this practice. This also meant that weekly mowing, edging, picking up debris was not done. Should we be credited for the services no longer required or supplied?

In section 7 under employees, subcontractor, and services, it states one workman 5 days per week on site, **but** it also states a part time additional workman on Wednesday and Friday. Does this mean a part

time gardener for two full days or partial days? Regardless, we have not been provided the personnel called for in the contract. Does this mean we should be getting a credit to the monthly contract price?

Section 8. Supervisor. States a monthly review to be conducted to assure contractor is in compliance. This needs to be done, and responsibility for same needs to be clearly spelled out. Is this review coming from the management company or is it the Board or the landscape committee? Need to clarify so we can fulfill our requirements properly to assure the contractor is in compliance with the contract.

Note on mowing. I noted while I was there that our gardener was now required to push a mower all day while the mowing was going on. I had not witnessed this in the past. The mowing crew came in, mowed, and the gardener assisted with clean up etc. The point I'm making is this effectively reduces our gardener to 4 days per week to maintain our entire property. I personally do not think this is a reasonable expectation.

It should be stressed that routine pick up of trash around the grounds should be done on a daily basis.

I'm providing this preliminary review to allow for discussion and clarity. After the board determines what, if any, corrective action should be taken, the board can decide how to address this with the contractor.

One final note. Communication with the contractor seems to have deteriorated over the years to the point no one sees Rigo here. The workmen who are to be provided must come with some sort of supervision. Without any supervisor visiting or inspecting the grounds on a regular basis, we cannot just point our fingers at the gardener. The contractor was hired to provide full landscaping services, not just a gardener. There appears to be a breakdown in supervision from Rigo. I think restoring this supervision alone would improve our situation greatly and reduce the number of complaints we receive from residents.

Cindy Anderson shared a follow-up report from Rigo:

- 1. Irrigation times were thoroughly checked and it was discovered that the brown spots were not from lack of watering, but faulty sprinklers. 20 New sprinkler bodies were replaced with 100 new nozzle spray heads throughout the system.*
- 2. On Thursday they addressed entire property trimming and aerating planter beds to clear them of weeds.*
- 3. The Lawn mowing height was reduced to 1.7 inches to allow for faster Bermuda establishment.*
- 4. Both pools were washed down. Pool palms were trimmed.*
- 5. Outside palms will be trimmed next week.*

Duane Hockenberry reported that Carla Swecker has joined the Landscape Committee and she will be a great asset. She is walking the property on a regular basis. Overspray from watering along Sierra Madre is causing problems. We should consider desert scaping this area. The Landscape Committee will make a recommendation. Mark Azar suggested that we should do a thorough evaluation of all areas inside the property to determine if landscaping is appropriate. This fall, we will be reseeding all lawn areas. Mark further endorsed the Landscape Committee report and suggested that the board review the landscape contract to ensure that the vendor is performing relative to the contract.

UNFINISHED BUSINESS:

POOL DECKING: Cindy is obtaining bids for painting the pool decking. It has been suggested that we need to control water before painting and ensure that the French drains around the decks are repaired and functional. Rehabilitation of these pool decks is necessary for both aesthetics and safety.

GATE STROBES: The fire department is requiring installation of gate strobes to allow fire/ambulance/police entry without keys or codes. Cost is \$2,450. Upon motion of Hap Blaisdell, seconded by Ed Young, this expense was approved.

ANNUAL MEETING: The Annual Meeting of the Canyon Granada HOA will be held November 18 at 2:00 p.m. The meeting will be conducted in person, with a pot-luck after party to follow at 4:00 p.m. Karen Ross will assemble a committee to organize the after party. Regarding election of board members, nominations for filling three vacant Board Member positions will go out 60 days before the meeting. Ballots will go out 30 days prior.

CARPORT STORAGE DOORS: Repair of approximately half of the damaged carport storage doors will proceed in September/October.

CEMENT CURB REPAIR: Cindy presented preliminary bids for repairing curbs in the driveway of Units 414 and 511, and the parking space of Unit 624. This item will be tabled pending a more thorough assessment of curbs in need of repair, and a better description of the breakdown between materials and labor to complete the repairs.

PAVING BID: Cindy reported that the approximate cost for repaving all driveways and parking areas would be ~\$110-115K. This would entail tearing everything out and starting over. The Board discussed that the driveways are serviceable at this time with some potential seal coating. The sun exposed and water damaged parking areas are in the worst condition. The Board discussed doing repairs in phases, starting with the most damaged areas first. Wayne Bunten will obtain a bid for the first phase and present it at the next meeting.

BALCONY COSTS: Ed Young shared that repair of the metal frame holding the glass windows on some balconies is required. Several frames are separating from the stucco, allowing water to infiltrate and potentially damage balconies. These need to be filled in and painted. Cindy will have Ernie do an assessment of balconies to determine where repairs are needed and obtain a cost.

CORRESPONDENCE: None

The next general HOA Board of Directors meeting is scheduled for September 9, at 9:00 a.m.

The meeting adjourned at 10:02 a.m.