

# **DEEP CANYON TENNIS CLUB OWNERS' ASSOCIATION**

## **BOARD OF DIRECTORS REGULAR SESSION MEETING NOVEMBER 14, 2024**

The meeting of the Board of Directors of Deep Canyon Tennis Club Owners Association was held on November 14, 2024, at 9:00 AM in the Clubhouse and via Zoom.

**BOARD MEMBERS PRESENT:** Sheri Shepard, President  
Gretia Capri, Vice President  
Chuck Owens, Secretary  
Jim Sterken, Treasurer  
Ken Van Osdol, Director via Zoom

**Also Present:** Barbara Vanscoder  
40 owners are present in the clubhouse.  
17 owners present via zoom.

### **CALL TO ORDER**

Sheri Shepard called the meeting to order. The Board of Directors held an executive meeting on October 24, 2024, to discuss contracts and personnel matters.

### **COMMITTEE REPORTS**

The Sunday Donut Committee gave a report that since last season the committee lost three members Lee Norton, Caleen Dodge and Barb Sanders. Gayle Haugrud, and Cal Bucholz have volunteered to join the committee.

The Tennis Committee provided a report and noted that the Ball Machine can be rented for \$100 with unlimited use.

The Pickleball Committee provided a report noting that new sound blankets have been ordered.

The Pool Committee provided a report and thanked Henry Armendariz and Bob Stand for their past chairmanship.

The Social Committee provided a report on past and future purchases. Also provided an update on upcoming events.

The Landscape Committee presented the board with rule changes and requested to change the location of the conversion work based on the recent walkthrough with CVWD. The committee would like the board to also approve the material palette so the committee can make a design board to place in the clubhouse for owners to stop and see.

### **PRESIDENT REPORT**

Sheri Shepard gave a report on the work that was done over the summer by the maintenance and landscape crews. She thanked the social committee for the improvements at pool 12 in the addition of new flowerpots, when patio furniture was re-strapped the change of accent color to a blue with matching umbrellas. The board is committed to improving communication with the owners, towards this open communication there will be two owners' forums in the board meetings, the board will be providing a meeting recap, and the board has requested that committees provide written reports so they can be sent out to the owners. The board met with CVWD to assess areas of grass that would be considered functional vs non-functional as it relates to AB1572. This information will be essential as the association works on a plan to meet the expectations of the bill. The report closed with a thank you to the management company and the staff for their hard work to orchestrate all the changes that have been happening.

### **HOMEOWNER FORUM**

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**Five owners spoke regarding security, speeding, landscape, pool 12 co-ed bathroom, and violations on property.**

**MANAGER'S REPORT**

**Barbara Vanscoder reported that there are 72 open service orders; 44 maintenance and 24 landscape. Manny Cruz has been in contact with owners scheduling the large jobs. Landscape has completed Fall seeding and flowers planted around the property.**

**FINANCIAL REPORT**

**Jim Sterken reported that the association is off to a good start to the 2024-2025 season. The association received the draft audit for the 2023-2024 fiscal year from the new auditors. The finance committee will meet with them later in the day to review the draft. The current year is in good shape and on track to the budget.**

**CONSENT CALENDAR**

**Gretia Capri made a motion to approve the Consent Calendar of minutes for October 9, 2024, and September financial statement. Jim Sterken seconded the motion. The motion was unanimously approved.**

**OLD BUSINESS**

**Security Report from Ken VanOsdol on the transition to the new, automated front gate system. Safe Passage Solutions (SPS) has been providing service since October 1, 2024, and has been remarkably successful. Nearly all the startup issues were quickly remedied and vehicles that were properly registered found entry quick and easy. The more challenging problems resulted from people issues, delivery drivers who could read or speak English or Spanish; guest who had been invited but whose hosts failed to notify the front gate via the concierge services; and guest who arrived not knowing the address they were going to visit. Next on the committee agenda is new swing gate at the front entrance, and new owner ingress lane both of these projects are in progress with more information to be provided in the future. To date, we have spent \$113,550 on the \$191,000 security budget. Current contracts with SPS, the civil engineer and landscape architect, should take that to \$162,715 by the end of the fiscal year. Depending on how we proceed with the new ingress lane and gate we will likely use the balance of the budget on permits and fees and may ask to tap into the contingency fund to begin construction this spring.**

**Rules and Regulations the LAC provided rule changes to the board to be sent out via email to the owners for comment.**

**AB1572 Committee Formation. Gretia Capri reported on the two meetings held with CVWD the past month. The meeting was informational and overviewed the impact that AB1572 is going to have on the community. The board will form a committee called AB 1572 with Gretia Capri as chair and Ken Van Osdol as planning associate. This committee will work on area of functional grass vs. nonfunctional grass. The committee will design the overall plan to be used for the future of grass removal.**

**Sheri Shepard made a motion to form the committee with Gretia Capri and Ken Van Osdol. Chuck Owens seconded the motion and was unanimously approved.**

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LAC has been developing plans to convert two areas to desert landscape. There is still work to be done before plans are considered final. In consideration of time and the potential of getting rebates the LAC would like to have approval from the board to move the removal of grass to the areas on the perimeter of Frank Feltrop between the wall and the street where the water is hitting the asphalt. These areas are outlined in the new law and would be straightforward ways to recapture money from CVWD and easily converted. This would allow the community to see continued progress and with the potential of getting monies back from CVWD. As of this date CVWD reimbursement is \$2.00 a sq ft. money is distributed as long as they have the money, two years ago the reimbursement was \$3.00 a square foot. The LAC recommends that the association should maximize their return from CVWD and save the owners money. The LAC also request that the board of directors sign off on the general plant and rock palettes so they can be sent to the owners.

Chuck Owens made a motion to approve the removal of grass on the perimeter of Frank Feltrop between the wall and the street, and to obtain a minimum of three competitive bids and not to exceed the budget of \$100,000 and to sign off on the general plant and rock palettes. Gretia Capri seconded the motion and was unanimously approved.

Interview of attorneys to represent DCTC: Interviews will be held in executive session over a two-day period based on availability of the board member. Board members were asked to provide management with schedules. Adams-Stirling, Delphi, Guralnick and Gilliland, and Roseman Law Firm.

**HOMEOWNER FORUM**

Several owners questioned whether the HOA would need to file CTA.

**NEW BUSINESS**

Corporate Transparency Act (CTA) – The consensus by community association lawyers is that community association incorporated at the state level will be impacted by his new law and will have a responsibility to file information with FINCEN through the Beneficial Ownership Information reporting requirements. On an annual basis the filling will be required to provide business name, board member names, birthdate, home address and identifying number from a driver's license, state id, or passport. HOACTA.APP offers CTA compliance service at a rate of \$245.00 annually.

Jim Sterken made a motion to approve the use of HOACTA.APP to handle the filing of CTA at an annual cost of \$245.00. Sheri Shepard seconded the motion and was unanimously approved.

Automated Gate Service (AGS) provided a quarterly preventative maintenance contract for the two barrier arms at the front entrance.

Ken VanOsdol made a motion to approve the contract at a cost of \$190 per visit. Sheri Shepard seconded the motion and was unanimously approved.

Election Rules – The courts passed a law effective January 1, 2025, elections can be conducted using electronic voting systems. This will require some research but has the

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**potential of saving the association money as this will eliminate the cost of a two-envelope annual mailing.**

**ADJOURNMENT**

**There being no further business, the meeting was adjourned at 10:49 AM.**

**Respectfully Submitted,  
Chuck Owens, Secretary**