

Canyon Creek Estates Homeowners Association

Meeting of the Board - Minutes

Date: May 12, 2022

Attendance: Bob Richardson, Paul Pederson, Travis Cox, Bill Swigert, Kyle Mackelroy

Secretary's Report: Minutes for April 14 were reviewed and approved.

Treasurer's Report: Bob and Paul met with Tiffanie Redow of Barnes Pearson Redow & Assoc. PC (BPR) on May 3 to interview her firm for the CCHOA Accounting position. Shannon met with Alpine Bank and found current signers on the CCHOA account are Ed Weiss and former President Troy Buster. Troy directed Alpine to revise signators to Tiffanie Redow, our new accountant (see New Business below), Shannon Pelland, and Bob Richardson. Current balance is approximately \$172k, which matches March's financial statements from Weiss & Assoc.

New Business:

- Bob met with Melody, CCHOA attorney, and received her comments on the proposed changes to the 1986 Covenants, Bylaws, and Rules and Regulations (May 15, 2014). Travis also provided Bob with his revisions. Bob will combine and distribute to the Board for final review.
- Bob, Paul, and Shannon discussed the interview with Tiffanie (BPR), and findings from Alpine Bank. Tiffanie and her firm have good experience working with HOA's, and they have expressed a high comfort level with our Scope of Work as heretofore performed by Weiss & Assoc. The Board unanimously voted to approve Barnes Pearson Redow & Assoc. PC as our new accounting firm.
- Shannon will work with BPR to present a demand to Weiss & Assoc. to provide all CCHOA records by May 20, which will include their current 2021 scope of work. BPR will also present us a copy of their liability insurance with CCHOA named as an additional insured.
- Bob set up a new PO Box for the HOA. It is PO Box 160, Glenwood Springs, CO 81602. All HOA business will use this method to receive invoices and correspondence and will be attended by BPR.
- Bill is to provide Shannon with a copy of our latest reserve study dated June 10, 2011.
- The Board discussed the progress of the Swift Crews and determined that to complete mitigation of the west ½ of the HOA property will require an additional week of work. Cost would be approx. \$16k. Points made during discussion were that with dry weather forecasted this summer could potentially result in our worst fire season yet. The Board subsequently voted to approve the Swift Crew for an additional week of work.

Committee Reports:

- *Water/Wastewater Treatment* – Bob will provide a thumb drive storage with the latest tank inspection video to EPC to distribute to tank repair contractors. There are some repairs recommended for our old water storage tank from the last inspection.
- *Architectural Committee* – Bill discussed his neighbor's issues with an umbrella tree on one property that was dropping seed pods on his neighbor's driveway and lawn. The board had no suggestions as to how to rectify this situation.
- *Firewise Community* – the Swift Crew began work on Wednesday May 11 performing fuels mitigation clearing above JB Court. The 20-man crew will cost \$4k per day, with an additional \$500 for a chipper. Current budget allows \$5k from 2020, \$8k from 2022 budget, and a \$3k grant. This will cover one week of work.
 - Bob will contact BLM to consider fuels mitigation work in the draw on the east side of the HOA.
 - Bob will contact Cami Long with the State for grants available for fire mitigation
- *Grounds & Maintenance* –
 - Bob reported we will order new boxes which provide one for each residence plus a large parcel box with (4) bins. We will repair and maintain our old large parcel box.
 - Spring clean-up day was held on April 23. Work was performed on cleaning the ponds, grout repair of the water channels, cleaning area around the memorial, weeding islands at entry, tree cutting at entry
 - Proposal from Win-Sum for 2022 Grounds Maintenance was reviewed and approved.
- *CCHOA Website* – Travis will provide an updated email list for Kyle to post.

Upcoming Events:

June 9 – CCHOA Board Meeting at Bob Richardson's house