

Canyon Creek Estates Homeowners Association

Meeting of the Board - Agenda

Date: August 4, 2022

Location: Office of Barnes Pearson Redow (BPR) & Assoc. PC, 1607 Grand Ave, GWS, CO

Attendees: Bob Richardson, Shannon Pelland Travis Cox, Bill Swigert, Tiffanie Rudow (CPA)

Secretary's Report: Minutes for the Meeting of June 9, 2022 were reviewed and approved

Treasurer's Report: Tiffanie brought the Board up to date on the methodology she is using to process all the HOA's financial matters. Currently she sends invoices to the Board twice a month for approval, of which at least four (4) board members must approve thru email prior to payment. In the future, Invoices will be paid on the 10th and 25th. Additionally, BPR will arrange to have all recurring invoices such as utilities be on autopay.

New Business:

- Our attorney, Melody Massih, is reviewing the ballot for proposed changes to the 1986 Covenants, Bylaws, and Rules and Regulations (May 15, 2014). She will meet with Shannon and provide her comments/edits.

Committee Reports:

- *Water/Wastewater Treatment*
 - Bill summarized the water outage on July 29. Early that morning, the meter socket had shorted out, causing a 16 hour outage. Western Colo Electrical Control Specialties responded, replaced the meter socket and wiring, and had the pumps up and running by 6pm.
 - No update on original water storage tank repair Request for Proposals
 - On August 9, we received a quote from Samuelson Pump for \$5,987 for a new main pump to keep on hand. The Board, thru email, voted to approve this expenditure, since the last outage may have damaged our existing pump, and this is a critical part in our water system.
- *Architectural Committee –*
 - Bob summarized status of the Parking Violation process. The weekend of July 1, Board members visited those homeowners currently in violation, and provided them with a written notice. Bob will send out a second written notice to those still in non-compliance the weekend of August 6th.

- *Firewise Community* –
 - Bob will submit the invoice from the Swift Crew Mitigation work to Glenwood Fire Department so they can process our \$3k Grant. He will also submit to Cami Long of the Colorado Forestry Dept for a Grant as well.
 - Kyle will talk with ECOS to obtain a quote for Environmental mitigation of work completed by the Swift Crew.

- *Grounds & Maintenance* –
 - Bob reported that after talking with the Glenwood Postmaster, she originally offered to order and pay for new mailboxes, then will invoice the HOA for our portion. Since then, the Postmaster has been completely out-of-contact with the HOA.
 - Update on pump repair at ponds: the Board voted on July 29 by email to approve the quote of \$1815 from Reliable Landscape Maintenance, Bob Richardson Owner. The Board approved this since Win-Sum, our current landscaper, is not able to do this work. Work consisted of replacement of the pump, and installation of new controller and wiring.
 - Chipper rental was \$407.20. Bob Richardson was kind enough to rent the chipper and haul it to Canyon Creek.

- *CCHOA Website* –
 - Bob will check into options for emergency contact of all homeowners. When the water system went down, it became clear we need a better system to contact all homeowners in an emergency.

Upcoming Events:

Next Board Meeting September 15 at Tiffanie Rudow Office, 3:00pm. The main purpose of the meeting will be to develop a budget for 2022/2023. Our Treatment Plant Operator will be invited to obtain an accurate budget for this important part of our operations.