

Canyon Creek Homeowners Association, Inc.
July 16, 2018 Meeting

Board of Directors Meeting
Monday, July 16, 2018

MINUTES- DRAFT

- 1. Call to Order-** *The meeting was called to order by the Board President, Mark Weaver at 7:04 p.m. Board Members Present: Mark Weaver, Russell Jakala, Cheng Wooster, Brett Funderburg and Randy Lawson. Jetti Nasrallah was not present. The Board Members present constituted a quorum. Ten (10) homeowners were also present. Spectrum Association Management: Candace Davison was present.*

 - A. Code of Conduct-** *Board President Mark Weaver reminded those in attendance of the Code of Conduct during the open Board Meeting.*

- 2. Approval of Meeting Minutes-** *The May 14, 2018 meeting minutes were provided to the Board of Directors. Brett made the motion to approve the minutes, was seconded by Russ. The motion carried unanimously, and the minutes were approved. Candace will submit the approved minutes on the [SpectrumAM website](#). (See Meeting Minutes in the drop down for categories.)*

- 3. Management Agent and Officer Report**

 - A. New Property Manager-** *Board President Mark Weaver made the announcement that Candace Davison was the new Community Manager for Canyon Creek.*
 - B. Budget & Cash Reserves -** *Community Manager Candace Davison reviewed the HOAs current financial standing of the association; all accounts are in good standing.*
 - C. Violations Summary and Reports-** *Candace gave a brief overview of the violations in the community. There is still less than 10% of the homeowners in violation.*
 - D. Member Registrations/Communications Report-** *Candace also gave an update on the number of registered members of the SpectrumAM.com website.*
 - E. Treasurer Report**

 - 1.** *Brett discussed the 2015/2017 audits*
 - 2.** *Brett went over the graph from PP presentation that shows cash on hand vs. expenditures.*

- 4. Committee/Workgroup Reports-**

 - A. ARC-** *Committee member John discussed the ARC process and reported seeing more applications being approved as the correct documents are being submitted online. There is an average 13- day turn-around time. 29 out of 33 have been approved this quarter.*
 - B. Community Center Remodeling Project Committee-** *To be discussed under agenda item #5.*
 - C. Community Projects Committee-** *Russ discussed the need for volunteers in the community. There was a brief discussion of Mulching, tree trimming, raise of canopy, and removal of dead trees as well as ball moss along Boulder recently being done in CC.*

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D. Crime and Safety Committee- *Randy discussed adjusting current cameras and purchasing one (1) additional camera and motion light to allow close up view of vehicles going in/out of parking lot. There are 11 cameras currently at the pool/community center. Two cameras face down at the yard, one overlooks the pool, 4-5 look at parking lot/dumpster/BB court. Randy reminded everyone to hide belongings that are left in vehicles. Report any suspicious activity immediately to the police. Mark Weaver has video footage of the break-ins that happened in the pool parking lot. Anyone who has filed police case numbers please let him know and he will hand over the footage to the police.*

E. Events- *August 12th end of season pool party with waterslide. Winter festival- to be held at the Trail Head park. Date TBD. The Board has approved the \$1800 budget.*

F. Greenbelt/Firewise Committee- *Firewise clean-up affects a lot of homes in Zone 4. The clean-up needs to be done by August 13th. ARC approval is needed.*

G. Internet Communication Committee- *Please check out our FAQ area on the website canyoncreek.net. There's lots of community related info for residents to read and find out.*

H. Traffic Committee- *Randy provided a brief update on the DSDD- Dynamic Speed Display Device. The first data collected takes about 6 weeks to receive after the initial installation. Randy will share the trend analysis once received. There is a new fire station planned for Canyon Creek. Scheduled to be complete in 2023. Located by apartments by South Boulder entrance.*

5. Unfinished Business

A. Bathhouse/Community Center Renovation Project- *Board President Mark Weaver provided an update of renovation and showed a rendering of the architect plans. Brett made a motion to approve a special assessment in the amount of \$250. \$125 due on September 1, 2018 and \$125 due on January 1, 2019. Randy seconded the motion. All in favor and the motion carried.*

B. Motions for policy change to 3-step compliance- *Brett explained the 3-step process. Courtesy letter first, then intent to fine, then fine letter. 7 days from post mark to fix. There was no motion as the documents need to be reviewed by the HOA attorney first. Mark notes that if you get a picture with violation letter that is too vague (exterior or landscaping related) or the violation has no picture attached to it, please tell Candace Davison our community manager at Spectrum AM, email the CCHOA Board, we would discuss it.*

C. Policy Changes for Resolution Adopting a Metal Roof Installation policy for CCHOA- *No changes made as the documents need to be reviewed by the HOA attorney first.*

D. Policy Change to allow for bagged yard debris to be set out Saturday through pick up on Wednesday- *No changes made as the document needs to be reviewed by the HOA attorney first.*

6. New Business

7. Additional Comments- *Homeowner provided information after attending a stakeholders meeting. If sidewalks need repair, call Austin 311 to report the location and type of*

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repairs needed. Another homeowner shared how you can receive an email from the post office that will include pictures of the mail you have received by registering with Informedelivery.USPS.com. Political signage only 90days before voting day Nov. 6, and 10days after are allowed, specifically Aug 8 through Nov 16. For more info, see FAQ section at canyoncreek.net.

- 8. Adjournment-** *With no further business to discuss, Brett made the motion to adjourn the meeting, was seconded by Randy. The motion passed, and the meeting was adjourned at 8:55 p.m.*

DRAFT