

Canyon Creek Homeowners' Association

Meeting of the Board of Directors

Monday, May 16, 2022

6:30 p.m.

Via Zoom Meeting

MINUTES

1. Call to Order

The meeting was called to order at 6:33 p.m.

2. Establishment of Quorum

The board members present constituted quorum: Brett Funderburg, Dave Marshall, Dean El-Baz, Mark Weaver, Robert Canik, Randy Lawson, and Russ Jakala.

Elizabeth Schoen with Spectrum Association Management was also present.

3. Homeowner Open Forum

Rajani has concerns with Spectrum. She also has concerns with the violations issued and the cost associated with those violations. Rajani was asked to wait and discuss this further during executive session as it pertains to her account specifically.

4. Approval of Meeting Minutes

A motion was made by Dave Marshall to approve the minutes from the January 2022 board meeting the motion was seconded by Russ Jakala. The motion carried unanimously, and the minutes were approved.

5. Financial Review/Treasurer's Report

A. Operating Financial Review

Elizabeth provided an overview of the association's financials YTD. The association is currently under budget with no concerns.

6. Committee Reports

A. TAS

Randy expressed communication needs to go out to reminder homeowners of the seal that is going in on the cul de sacs. This will likely begin in June and last through September. They will not provide specifics as to which street is being done when, but the board will try to get some solidified dates for start/end.

B. ARC

i. Performance Metrics

90 requests submitted June 2021-April 2022. ARC provided an overview of Approved/Denied requests. Declined requests were also briefly reviewed.

C. Compliance

i. Violation Summary

Dave provided a summary of the violations in the community. Most violations open are due to property maintenance and unapproved improvements. 84% of the property maintenance violations are due to trash cans which the board has requested as an area of focus as it was an ongoing issue within the community.

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7. Old Business

A. ARC Application Fee Policy

- i. Application fee is \$50.00. Waived when submitted without an outstanding violation.

Elizabeth will follow up with accounting at SpectrumAM to see if they can support adding a fee to a homeowner's account for requests that are submitted retroactively. Additionally, the ARC will determine what that fine amount will consist of.

B. Audit- Qualified Opinion- Keycard Deposits Final Deposition

Brett and SpectrumAM sent out communication to the community explain the qualified opinion for the keycard deposits. Homeowners were given until April 15th to turn these in for their deposits back.

A motion was by Brett Funderburg to take a last step in the plan and convert the key card cash deposit liability into revenue. Mark Weaver seconded. The motion carried unanimously. The board also agreed to continue with the current CPA and begin the 2021 audit.

C. Project Status

i. **South Boulder Median/620**

Randy explained the board received a bid roughly \$29K for the landscaping portion itself with another \$19K for solar lighting. Solar lighting will be moved to next year as this is not in the budget. Randy is working with the city to get the license agreement in place. However, they are asking for a site plan with an architectural stamp. Urban Dirt will hire an outside architect to add the professional seal/stamp. Jeremy with Urban Dirt will provide an updated bid on the entire project to include the stamp needed by the city. There was no indication on what the cost would be to include this. A survey works survey is not required.

ii. **Flood Lights and Column Light Replacement (portions can be bid to Bear Electric)**

Mark would like Bear Electric to bid on this. Mark will review this with him. The low voltage stuff Mark will do, but the rest he can do.

iii. **Automatic Chlorinator**

1. Fence Bid
The fence needs to match the fence around the pool. The crushed granite rock will be delivered soon.
2. Temporary move to of Backwash Tank: APP
APP will be moving the tank out of the way.
3. Delivery of Base Supplies
It will be a couple of weeks for the gravel to be delivered.
4. Build Tank Base
Dean, Robert, and Brett will work to lay the base for the tank. Mark will propose a couple of dates to see when this can be completed.
5. Install tanks and Chemical Feeders: APP
APP will oversee this.

iv. **Pending Items for APP**

1. Replacement of Swim Lane Eyelets

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This will be postponed likely until the fall. APP has expressed they cannot do this work so it will need to be bid out. Replacement should be 316 grade SS commonly available.

2. Replacement of Rump Pump Plumbing Hanger Baskets
Hanger baskets need to be completed. This is about 2/3 completed, but they need to come back and finish the work. Replacement brackets and clamps need to be steel or zinc which are commonly available.
3. Repairs Leaks in Pump Room Fill Side Plumbing
The board requested that Elizabeth have a plumber come out to make the necessary repairs. The PVC piping and fittings need to be completely cut out and replaced with SCH 80 PVC.

v. Tennis Courts

Unruh Services has ordered two screens to replace the damaged nets at the tennis courts. These should be in within the next couple of weeks and will be installed at that time.

vi. Bids for Repairs to Basketball Courts

Basketball Court fencing needs to be fixed. Bid requested by Donnie to add a card reader. Dave requested that we hold off on the reader as that has somewhat tapered off.

vii. Electrical Line to North Boulder Entry Sign

Mark is proposing that there be power run instead of a battery to also assist with Christmas lights. Mark requested Scott get in touch with him from Bear Electric and he can walk him through what is needed. The front monument should be able to be done without pulling permits and is straight forward. However, the project for going under Boulder Lane he will need to pull permits for. This will be a little more tedious.

8. New Business

A. Front Yard Swings/Play Equipment

There was discussion regarding front yard swings and play equipment in the front yard. Dean will take the lead on this and attempt to modify the language about play equipment in the front yard and present it to the board/ARC.

B. Compliance Priorities- Level Setting

Dean explained that when he started reviewing the violation reports from Kevin, he noticed there were inconsistencies with the way violations are issued. Dean stated there needs to be consistency with the violations. Elizabeth encouraged doing a re-calibration drive with Kevin to clarify expectations.

9. Executive Session

A. Appeal

There was one appeal presented to the Board for the denial of an ARC request. The board voted to overrule the ARC's decision and provided approval for the homeowner's ARC request.

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B. Delinquencies

There were no delinquencies to be voted on by the board.

10. Adjournment

With no further business to conduct, the meeting was adjourned at 8:57 p.m.