

Canyon Creek Homeowners' Association

BOARD OF DIRECTORS MEETING

Via Zoom

Monday, November 14, 2022

6:30 p.m.

MINUTES

I. **Call to Order – (6:30 p.m.)**

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

II. **Establishment of Quorum**

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

III. **Homeowner Open Forum**

No discussion.

IV. **Approval of Minutes – September 2022**

A motion was made by Randy Lawson to approve the minutes as written; Mark Weaver seconded. The motion carried unanimously, and the minutes were approved.

V. **Treasurer's Report and Financial Review**

- A. Operating Account - Balance Sheet
- B. Income Statement - Operating
- C. Income Statement Summary – Operating

Elizabeth presented an update on the financials through September of 2022. The October financial packet is not ready as of yet. YTD the association is under budget and there are no concerns with expenses/budgeting. There were many irrigation repairs made in the month of September as was as a leak detection. There are still some irrigation repairs needing to be made to the system.

VI. **Committee Reports**

A. **Traffic Safety Committee**

One resident asked about street resurfacing as broken brook cove has not been resurfaced in ten years. Randy will likely have a list in February that will include what streets will be resurfaced in 2023.

Brett suggested dialing back the patrols during the winter months and keep summer months for the frequent patrols. Brett also suggested random times. Randy stated these are off duty officers that are patrolling so times may be limited. Randy will see if there is a possibility of executing a couple of morning shifts.

B. **ARC Committee**

Lauri presented an update. There were more applications during spring/summertime. Running about 15 days, this is because SpectrumAM has a form on the website that neighbors use to submit their application. Then SpectrumAM contacts the owner to gain neighbor signatures. Dave discussed that they had

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explored the option of only utilizing the SpectrumAM form. Lauri expressed that the SpectrumAM form does not include the page for signatures so maybe the ARC and the board could discuss this process moving forward. YTD 85 requests have been submitted; Brett expressed that have been huge strides made with ARC submissions over the years.

C. Violations Summary

Dave Marshall presented a violations summary. Violations are beginning to close. These are mostly related to property maintenance which is where trash can violations fall. There were almost 1500 violations closed in 2022. Grass, landscaping, and property maintenance violations the board was more lenient with due to the drought, etc.

Brett would like for the board to level set expectations as a board and then work with Kevin to recalibrate the site drives for the community. The board should evaluate common areas as well and determine what the expectations should be for compliance.

Rent a Ruminant was supposed to begin today; however, they're now beginning on Thursday, November 17th.

VII. Old Business

A. Update on 3M Property Development and Rezoning Plans

This is going to be a long-term complex project. What is being proposed is the existing campus is 1.1 million square feet. They're looking to at 77,000 square feet more in the form of retail. Potentially a 9-acre park. Nothing has been submitted to the city yet, but the first item will be apartments there. As of right now, they do not have the correct zoning so this will take some time. They must ask for permission to eliminate the greenbelt and generally this is not favorable by citizens/homeowners, etc. There have been two meetings with CONA board with the developer's representative. A survey requesting priorities was completed about two weeks ago which many people responded to from various communities. Randy does not have the results of this survey yet. Once the results are revealed, Randy will share this information.

VIII. New Business

A. Approve scope and expense for pool hooks (amount exceeds budget for general repairs)

The bid was received for the replacement of the pool hooks. Brett has concerns with the warranty as this is a very invasive repair and would like this to be restricted to what only needs to be done from a risk perspective for cost/warranty. Dave would like to try to contain the scope of work to replacing the four that need replacement. Brett made a motion to amend the cap budget to include the cost for repair of the eye hooks, Dean seconded. The motion carried unanimously, and the motion carried.

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B. Possibly amend 2022 budget to roll south median bed construction expense to 2023 per Randy

The last time the HOA entered into a license agreement with the city, it took a couple months for them to get this approved. This time, everything was submitted, and the city said it will be approximately 5-6 month before this could be approved. There is money in the budget this year, but not for next year's budget.

Brett made a motion to amend the 2022 budget to remove this budget item and add it to the 2023 budget. Randy Lawson seconded. The motion carried unanimously, and the motion carried.

C. Discuss and take action on scope change on gutters for pool house (bid exceeds budgeted amount)

The pool is closed now so there should be no concerns with the gutter project.

Robert is going to update the bid so it's a little less expensive, but the bid is still over what was budgeted. The scope of work for only the back gutters will allow the bid to be within what is budgeted. Including gutters in the front puts the bid over budget.

D. Discuss and possibly take action on ARC filing fee issue

Brett wanted to get everyone's understanding regarding the fee for the ARC filing fee. This was discussed and this time the board is not ready to make any changes on this.

E. Discuss and launch Google Workspace migration

Mark and Dave spent a lot of time and effort working on IT items for the email domain and Brett has worked on the google workspace. Slowly migrating and seems to be working. The ARC and remaining board members will be converted over as well. The goal is to centralize the board/ARC platform, etc. There is a shared calendar set up, google apps, etc.

F. Discuss and possibly take action on a document and/or e-mail retention policy

Brett discussed having an email retention policy and how long that should be. He suggested the right length of time should be two years since that is the length of a board member's term, but he is open to suggestions. This will be tabled for further discussion.

G. Discuss options for volleyball court/net repairs

Dean and Brett have discussed these repairs and the scope of work. Dean feels this could be completed with volunteers from the community. Brett expressed this is pretty easy work and shouldn't be hard to get done.

IX. Executive Session

A. Aging Report

No action needed or taken at this time.

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B. Violation Report

The action needed or taken at this time.

X. Adjournment

With no further business to conduct, the meeting was adjourned at 8:24 p.m.