

CANYON VIEW ESTATES JANUARY 2021, ANNUAL MEETING MINUTES

The 2021 Annual Meeting was not conducted in a group setting due to COVID-19 Health Department restrictions.

Information was mailed to Community Members on December 16, 2020.

The mailing included:

- Information and Committee Reports that would normally have been shared as presentations at the Meeting. (See Exhibit A and Exhibit B for Committee Reports at the end of the Minutes.)
- The annual dues invoice.
- A Proxy & Ballot that serves as a representation of an Owner in the Association and acknowledgement that an owner received the annual information packet and support the Board of Directors to proceed with business of the Association.
- The return of the Proxy & Ballot form satisfies two requirements as stated in the Bylaws of Canyon View Estates:
 - The 1st, Article II, Section 6, verifies that an owner received notice of the Meeting Cancellation instead of the Notice of Meeting.
 - The 2nd, Article II, Section 8, allows a Ballot to approve/reject the 2021 Proposed Budget.
- Return of the Ballot Form to Tracey Heritage was requested in order for the Board of Directors to achieve a quorum (20%) of property owners and a majority of said quorum must approve the 2021 Budget.
- A note that the HOA Board of Directors look forward to resuming an in-person meeting in January, 2022.

On February 16, 2021 Tracey Heritage reported that 53 Proxies and Ballots from the 123 Owners had been received representing 43% of the Membership. Our quorum requirement was 20%. All Owners approved the 2021 Budget as presented. So we had a good response from everyone. (See Exhibit C for the Approved 2021 Budget at the end of the Minutes.)

Respectfully submitted by Janice Kiehl, BOD's Secretary, February 17, 2021.

ARCHITECTURAL CONTROL COMMITTEE (ACC) REPORT – YEAR 2020

There were 22 proposals/forms evaluated by the ACC in 2020. They were:

8 Fences

1 Pool house addition

2 exterior house and gutter paintings

3 Landscaping projects

1 exterior house remodel

1 Front door repainting with a new color

1 Pergola

1 Carport for an RV

3 Roofs

1 Installation and painting of a double bay garage door

Submitted by ACC members Wayne Ash, Janice Kiehl and Pete Morton and Kristy Oliver, Chairperson.

Canyon View HOA Irrigation Committee *2020 Final Report*

Irrigation Committee

Rick Brinkman	Rick Hensley	Gary Skaggs
Mike Duta	Paul Pitton	Mick Bunn
Larry Gilbert	Bill Richardson	Jen Richardson (communications)

Many thanks to this team for their dedication and support to our community.

2020 Activity Summary

Redlands Water & Power (RW&P) Annual Meeting

Bill Richardson attended the annual RW&P meeting on 11 February 2020 at the Tiara Rado Golf Course. This is a mandatory meeting as there is a vote for our water shares (93) every year.

Weekly Inspection

Each week, one member of the Irrigation team had the responsibility to inspect the pond, pump house components and ditch gate valve area. This season we also instituted a daily shut down and restart procedure to minimize water and pump cycling.

Completed Retention Pond Berm Repair

April 2020: In 2019 the irrigation pond suffered a breach resulting in water draining onto properties in the abutting Canyon Vista subdivision. The immediate breach was repaired in 2019, but the section that was deferred to 2020 was completed.

Drain Valve Repair

April 2020: A 2" below-ground drain valve was replaced at 335 Sienna Court. The valve was found to be continuously leaking and required replacement. Background: valves are closed and opened during each watering season. Poor operating valves are identified for repair. Repair/Replacement of these valves are included in the component list of the Reserve Study.

Breaker Replacement

May 2020: The main pump AC breaker overheated and tripped. Upon inspection the breaker was found to be arcing and was burned. The electrical box was cleaned and the Main breaker and Pump breaker were replaced.

Lime Kiln Drain Area

May 2020: There are 2 battery operated irrigation controllers at this location. One unit had failed and was replaced with a Rainbird unit. Now the controllers are identical. In addition, it was noticed that the rotating sprinkler heads were malfunctioning and spaying the nearby home and fence areas so they were replaced with fixed spray heads.

Motor & Pump Removal

The Motor/Pump assembly was removed October 30th and delivered to Munro Pump. The expectation is Munro will provide an assessment of the necessary refurbishment in January 2021. The assembly will be reinstalled before irrigation season start-up in April.

**Canyon View Estates Homeowners Association
2020 Financial Summary and Proposed 2021 Budget**

APPROVED 1-15-2021 Exhibit C

Transactions	2020			2021		Notes
	Assessments	Budget	Actuals	Proposed Assessments	Proposed Budget	
Operating Account						
Beginning Operating Account Balance		7,156.56	4,416.56		5,621.09	
Number of Properties Assessed	123			123		
Operating Income						
Operating Assessment	\$320.00	39,360.00	39,040.00	\$320.00	39,360.00	
Reserve Fund Assessment	\$80.00	9,840.00	9,760.00	\$80.00	9,840.00	
Late Fees Collected		-	100.00		-	
(A) Total Operating Income		56,356.56	53,316.56		54,821.09	
Operating Expenses						
<i>Operating Costs</i>						
Electricity - Irrigation		4,310.91	5,206.17		5,275.00	Estimate based on Xcel rate increase
92 Water Shares - Irrigation	\$195.00	17,940.00	17,940.00	\$200.00	18,400.00	Estimate \$5/share increase
Landscape Contract/Services		6,860.00	5,880.00		6,860.00	Apr-Oct @ \$980/mo
Irrigation Repair & Maintenance		1,000.00	1,146.35		500.00	
<i>Administrative Cost</i>						
Postage/Copies/Misc		300.00	52.67		300.00	Checks
CCIOA Compliance/Manager		5,400.00	5,400.00		5,400.00	
Safety Deposit & PO Box		25.00	25.00		25.00	
Meeting Expense		450.00	302.95		450.00	
Professional Fees (incl. License, Registrations)		200.00	201.00		250.00	
Legal Expense			1,613.50		500.00	(2020) Bylaw/CC&R Compliance; (2021) \$500 retainer
Insurance		1,168.00	87.83		1,183.90	(2020) State Farm refund offset premium cost
(B) Total Operating Expenses		37,653.91	37,855.47		39,143.90	
(C) Operating Account Subtotal (A-B)		18,702.65	15,461.09		15,677.19	
(D) Transfer to Reserve Fund		9,840.00	9,840.00		9,840.00	
Ending Operating Bank Account Balance (C-D)		8,862.65	5,621.09		5,837.19	
Reserve Account						
Beginning Reserve Account Balance		27,452.00	27,445.56		35,052.07	
Reserve Income						
Interest Earned		150.00	40.78		50.00	
(D) Reserve Contribution		9,840.00	9,840.00		9,840.00	
(E) Total Reserve Income		37,442.00	37,326.34		44,942.07	
Reserve Expenses						
No.	Reserve Component					
1	Dredging of Irrigation Pond					
2	Irrigation Pond Berm Repair	2,500.00	968.17			(2020) completion of berm reinforcement
3	Retention Pond/Run off Remediation					
4	Pump Maintenance		340.00		5,297.54	(2020) pump house circuit breaker replacement; crane
5	Pump Replacement				1,365.91	
6	25HP Motor Maintenance					
7	25HP Motor Replacement					
8	Motor Control System					
9	Pressure Monitoring System					
10	Globe and Butterfly Valves					
11	Drain Valves (13)	435.00	966.10		995.08	(2020) valve replacement at 332 Sierra CT
12	PVC Piping					
13	Pump House Slab and Piping					
14	Pump House Exterior	500.00			500.00	Work deferred to 2021 after pump/motor reinstall
15	Monuments and Common Areas					
(F) Total Reserve Expenses		3,435.00	2,274.27		8,158.53	
Ending Reserve Bank Account Balance (E-F)		34,007.00	35,052.07		36,783.54	