

Canyon View Estates Homeowner Association

2023 ANNUAL MEETING MINUTES

Thursday, January 12, 2023, 6:30 PM.

Wingate Elementary School Cafeteria – 351 South Camp Road, Grand Junction, CO 81507

Call to order by Jen Richardson, President, at 6:34 pm.

Introduction of Board Members

Board members Jen Richardson (President), Laurie Iversen (Treasurer), Janice Kiehl (Secretary), Cindy Duta (Vice President) and Tracey Heritage of Western Slope HOA Management were introduced to the membership.

Establish a Quorum: 20% attendance by in-Person or by Proxy (25 Homes)

- 23 proxy forms were returned and 15 households were represented at the Meeting.
- The necessary Quorum was achieved for this year's Annual Meeting.

Present and approve the 2022 Annual Meeting Minutes

- Janice presented the Minutes. Laurie Iversen made a motion to approve the Minutes and Terri Ahern seconded it.
- The membership then voted and the motion passed unanimously.

Present and approve the 2023 Operating Budget

- Laurie Iversen presented the 2023 Operating Budget. See Exhibit A at the end of these Minutes.
- Laurie explained the 6% raise that the Board approved in 2022 for Western Slope HOA Management (Tracey Heritage). Tracey's workload will be increasing due to new laws passed for collection of fines and outstanding HOA annual dues and enforcement of Covenants. Additionally, a cost-of-living increase had not been applied since 2020.
- The cost of electrical service to the pump house will increase in 2023 by 8.2% per Xcel Energy.
- Irrigation water service was restored to 2147 Redcliff Circle in 2022. This was funded by the drain valve component line of the Reserve Fund (\$1499). This year the drain valve replacement budget is \$1123 v. \$1090 in 2022.
- The Board of Directors is not expecting a major Reserve expense until 2027 when the irrigation pond will be dredged.
- Eric Myers made a motion to approve the 2023 Operating Budget and Adrienne Bowsby seconded the motion. The membership voted and the motion passed unanimously.

General Topics:

Membership vote to approve/disapprove the continuation of 2 Board Members who have completed a three-year term

- Cindy Duty, Vice President and Laurie Iversen, Treasurer are the 2 Board Members seeking reappointment.
- Jen made a motion to approve the vote for Cindy Duta's reappointment, and Adrienne Bowsby seconded it.
- Jen made a motion to approve the vote for Laurie Iversen's reappointment, and Danette Davidson seconded it.
- The membership voted unanimously for these 2 officers to continue on the Board and the motion passed.
- Cindy's and Laurie's terms will be complete in 2025. Janice Kiehl's and Jen Richardson's terms will be complete in 2024.

Reserve Fund/Reserve Study

Jen presented the Reserve Study.

A summary is shown here:

- A Level I Study was completed for the 2023-2032 period. The distinction between levels is:
 - Level I: original study or when significant time/change has occurred since the last Level I study. It includes inspection of all accessible reserve components. A reserve component includes:
 - useful and remaining life
 - component cost estimates
 - color pictures of components
 - Level II: inspection of the property and all accessible reserve components and review and confirmation of Level I components.
 - Level III: appropriate for communities that have an accurate reserve study baseline and no significant changes to components. No site inspection is required - the study relies on component definitions from the previous study. Estimates are reviewed and financial analysis is performed to determine if adjustments are needed to maintain % funded goals.
- A Level I study was completed because one of the major components, the pump motor controller, was replaced in 2022.
- A hard copy of the report was available for review at the meeting and is posted at the Canyon View webpage.

Architectural Control Committee (ACC) Report

Janice presented the 2022 ACC Report. See Exhibit B at the end of these Minutes.

Irrigation Committee (IC) Report

- Bill Richardson presented the 2022 IC Report. See Exhibit C at the end of these Minutes.
- Bill stated that all IC members are greatly appreciated for their contributions to run the pump daily.

South Camp Road Ditch Clean-Up Volunteer Sign Up Sheet

- Janice explained the Volunteer Opportunity of cleaning up the ditch that runs along South Camp Road.
- Community members sign up for one month and clean up the ditch once.
- Eight people signed up out of the twelve needed.
- The 4 months needing clean up are July, August, September and December.

Snow Removal Requirements

- Jen reminded the membership that snow has to be shoveled off sidewalks within 24 hours of a snowfall. This is a City of Grand Junction Ordinance.

Open Discussion from the Membership

Several questions were asked by attending members.

Q: Wayne Ash asked why Annual HOA dues collection was moved from Mid-March to January?

A: Jen explained that Redlands Water & Power (RW&P) sends out their very large bill in January. Canyon View does not have enough money upfront to pay this bill. Moving the Dues collection to January solved the problem of having to secure enough funding to pay the RW&P bill.

Q: Wayne Ash asked is it true that a CC&R can only be enforced if it is considered a safety risk?

A: Tracey answered that because of the new laws governing the Collection of Fines and HOA dues that is very difficult and time consuming to enforce our CC&Rs. Tracey outlined the steps that now have to be followed in order to collect them:

- A certified letter has to be sent,
- A notice has to be placed on the owner's door, and
- If an owner's email address is known, notification sent by email
- The above 3 steps have to be repeated after two 30-day periods before action can be taken, unless the violation is related to a safety issue. In those cases, the period is 72 hours.

After the above steps have been followed, a fine may be levied. The Board of Directors can determine the amount to pay for a fine in accordance with CO HOA limits.

The HOA can now use Small Claims Court to pursue payment for outstanding fines and HOA dues.

Q: This question arose from several community members from the floor. What can be done about an overabundance of, and the very noisy fan sound, from huge inflatables?

A: Adrienne Bowsby, an ACC Member, reminded the attendees that the CC&Rs do not address the kind of holiday decorations that can be displayed in a resident's yard, only how long they can be displayed. Inflatables are also lit from the inside. Discussion ensued about the lighting of the inflatables. (Note: due to Canyon View being a dark sky community "exterior lighting shall not be left on continuously during hours of darkness.")

Jen Richardson reminded residents that there is a CC&R Violation (complaint) form to complete and return to Tracey so that the Board can review and address issues in the community. This step is necessary to document and timestamp issues – make complaints actionable - in accordance with CO HOA law. The form is available at the Canyon View webpage.

Adjournment.

Jen asked for a motion to adjourn the Meeting.

Janice Kiehl made a motion to adjourn the Meeting and Laurie Iversen seconded it.

The Meeting adjourned at 7:15 pm.

Respectfully submitted by Janice Kiehl, Secretary, on January 17, 2023.

Canyon View Estates Homeowners Association
2022 Financial Summary and Proposed 2023 Budget

APPROVED 01-12-2023

Exhibit A

Transactions	2022			2023		Notes
	Assessments	Budget	Actuals	Proposed Assessments	Proposed Budget	
Operating Account						
Beginning Operating Account Balance		4,606.89	4,606.89		2,393.33	
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	
Fines and Late Fees Collected		-	200.00		-	
(A) Total Operating Income		53,806.89	53,606.89		51,593.33	
Operating Expenses						
Operating Costs						
Electricity - Irrigation		3,630.00	3,530.80		\$3,830.00	(2023) Estimate based on Xcel actuals + 8.2% rate increase
92 Water Shares - Irrigation	\$205.00	18,860.00	18,860.00	\$210.00	19,320.00	(2023) Estimate \$5/share increase
Landscape Contract/Services		7,910.00	7,910.00		7,910.00	(2023) \$1130/mo contract for 2022-2024
Irrigation Repair & Maintenance		500.00	378.36		500.00	(2022) Supplies for irrigation maintenance
Administrative Cost						
Postage/Copies/Misc		300.00	106.82		300.00	(2023) New law requires certified mail for notices
CCIOA Compliance/Manager		5,400.00	5,400.00		\$6,060.00	(2023) 6% cost of living increase from 2020
Safety Deposit & PO Box		25.00	25.00		25.00	
Meeting Expense		450.00	348.70		400.00	(2022) Annual Meeting; (2023) Wingate School Room Rental
Professional Fees (incl. License, Registrations)		250.00	160.00		200.00	(2022) Accounting and DORA
Legal Expense		500.00	448.00		500.00	(2022) CC&R review for short term rental policy
Insurance		1,186.52	1,235.88		1,328.57	(2023) Estimate 7.5% increase in premium based on hx
(B) Total Operating Expenses		39,011.52	38,403.56		40,373.57	
(C) Operating Account Subtotal (A-B)		14,795.37	15,203.33		11,219.76	
(D) Transfer to Reserve Fund		9,840.00	12,840.00		9,840.00	(2022) Includes \$3K contribution to Reserve Account
Ending Operating Bank Account Balance (C-D)		4,955.37	2,393.33		1,379.76	
Reserve Account						
Beginning Reserve Account Balance		22,760.03	22,760.81		23,448.18	
Reserve Income						
Interest Earned		18.00	27.01		30.00	(2023) Interest estimate
(D) Reserve Contribution		9,840.00	12,840.00		9,840.00	
(E) Total Reserve Income		32,618.03	35,627.82		33,318.18	
Reserve Expenses						
No. Reserve Component						
1 Dredging of Irrigation Pond						
2 Irrigation Pond Berm Repair		-				
3 Retention Pond/Run off Remediation						
4 Pump Maintenance		1,500.00	-		1,500.00	
5 Pump Replacement						
6 25HP Motor Maintenance		500.00	-		500.00	
7 25HP Motor Replacement						
8 Motor Control System			10,680.49		-	(2022) Expense moved forward from 2023 plan (leadtime)
9 Pressure Monitoring System						
10 Globe and Butterfly Valves						
11 Drain Valves (13)		1,090.00	1,499.15		1,122.70	(2022) Restoring irrigation water to 2147 Redcliff CIR
12 PVC Piping						
13 Pump House Slab and Piping						
14 Pump House Exterior					2,000.00	
15 Monuments and Common Areas						
(F) Total Reserve Expenses		8,158.53	12,179.64		5,122.70	
Ending Reserve Bank Account Balance (E-F)		36,783.54	23,448.18		28,195.48	

ARCHITECTURAL CONTROL COMMITTEE (ACC) REPORT – YEAR 2022

There were 15 requests/forms evaluated and approved by the ACC in 2022.

They were:

- 4 – Solar Panel Installations
- 1 – Landscaping
- 1 – Front security door installation
- 1 – Windows replacement
- 1 – Landscaping and swimming pool installation
- 1 – New home build
- 3 – Fences
- 1 – Roof
- 2 – Front Door paint

Submitted by ACC members Adrienne Bowlsby, Janice Kiehl, Pete Morton and Cindy Duta, Chairman.

Canyon View HOA Irrigation Committee - 2022 Final Report

Irrigation Committee

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

2022 Activity Summary

Redlands Water & Power (RW&P) Annual Meeting

The annual meeting was cancelled due to on-going Covid-19 concerns. RW&P increased the water share assessment by \$5 to \$205/yr. The Canyon View HOA continues to maintain its 92 water shares.

Weekly Inspection

Each week, one member of the Irrigation team has the responsibility to inspect the pond, pump house components and ditch gate valve area. This season we continued the daily shut down and restart procedure to regulate water use and pump cycling.

New Pump Motor Controller (Variable Frequency Drive – VFD)

The VFD was replaced at the end of the 2022 irrigation season so it could be in service at the start of the 2023 season. Evergreen Pump was chosen as the value-added reseller/installer of the system after requesting and reviewing bids from 4 vendors. The budgeted cost for the system was \$12,481. The actual cost was \$10,680. The system includes a digital timer that will allow the committee members to visit the pump house once a day, when convenient, rather than for every start and stop of the system.

Restoration of Service to 2047 Redcliff Circle

Service to this empty lot was stubbed due to a leak > ten years ago. The lot sold and required repair and installation of a new riser/valve. This was a Reserve expense (Component 11, Drain Valves).

System Assessment

After replacement of the VFD, the pressure and flow control of the pump was observed to be significantly improved. This will reduce wear on the motor and pump and indicates there are no significant leaks/water loss in the system.

2023 Activities

RW&P Annual Meeting

Irrigation committee member(s) will attend the annual RW&P meeting when it is announced (February).

Pump / Motor Preventative Maintenance

Daily: Log water usage

Weekly: Check and log pump packing gland condition; Check/clean Head Gate at pond

Seasonally: Clean pump sump drain; Lubricate motor bearings; Replace pump packing

Watering Schedule

We expect a similar schedule for 2023 with ditch water turn-on in Mid-April and turn-off in Mid-October. We will notify the community of actual dates when we receive them from RW&P.

Water on Monday, Tuesday, Thursday, Friday and Saturday ONLY

Water after 7 PM and stop by 9 AM; DO NOT water between the hours of 9 AM and 7 PM

DO NOT water on Wednesdays or Sundays