

CANYON VIEW ESTATES SEPTEMBER 15, 2020, FALL BODs MEETING MINUTES

The 2020 Fall Meeting was held Tuesday, September 15, 2020, 6:30 PM, at Jen Richardson's home, 2142 Redcliff Circle.

Board Members in attendance: Jen Richardson, Laurie Iversen, Janice Kiehl, Cindy Duta and Tracey Heritage.

The meeting was called to order by Jen Richardson, President, at 6:30 PM.

OLD BUSINESS:

- Annual Meeting notice to be sent via email by 30 November (action Jen).
This email notice will be sent in addition to the mailing notice.
The date of the 2021 Annual Meeting is Thursday, January 14.
Due to COVID the meeting may not be able to be held at Wingate Elementary School. Meeting at a church may be an option.
- Notice of weed control at 2153 S Canyon View Dr ... others? (Tracey).
Tracey suggested hiring our landscaping company, TLC, to come clean up the property and the Canyon View HOA will charge the renters/owners.
Tracey will call the rental management company for this property and inform them we are going to proceed with this plan if action on their part is not taken.
- Status of lien(s) for 2144 S Canyon View Dr (Tracey).
This property has two years of outstanding liens and fees, 2019 and 2020.
Both liens are still viable. It is not necessary to renew liens yearly.

New Business

- ACC Committee Report (Janice).
There are 20 ACC requests submitted for approval so far in 2020.

6 fences	1 pool house addition
1 house stucco replacement	4 exterior house & gutter paintings
2 landscaping projects	1 exterior house remodel
1 pergola	1 carport for an RV
3 roofs	
- Irrigation Committee Report (Jen).
See Jen's written report, Exhibit A at the end of the minutes.
Tracey informed the Board that we pay \$17,940 annually for our 92 water shares.
The rotating weekly schedule by the Irrigation Committee to manage the pump is working out well. This is a short term fix due to not being able to put a timer on the pump until a new one is installed.
- Landscape Committee Report (Janice)
Janice called TLC on 9/14/2020 and left a message for TLC to return her call.
TLC returned her call on 9/15/2020 and spoke to Janice's husband, Edward Kiehl, who was instructed to tell TLC we were happy with their service.
TLC had no concerns to report about managing Canyon View's landscaping.

- Welcome Committee Report (Janice).
The meet and greet Welcome meetings continue to be well received.
Janice welcomed new residents at 2186 Canyon View Dr. on May 28, 2020.
Janice will welcome the newest residents at 335 Sienna Ct. after they close on Sept. 18, 2020.
- 2021 Reserve Fund Draft and Dues Recommendation (Jen).
See Jen's reports, Exhibit B and Exhibit C at the end of the Meeting Notes.
Jen pushed the \$500 pump house exterior painting project to 2021 due to the upcoming maintenance on the pump.
- Schedule budget planning meeting (Tracey and Laurie).
Tracey expressed concern about showing incoming expenses verses outgoing expenses. This information has to be very clear and formatted on Excel.
Jen offered to help. Laurie, Jen and Tracey agreed to meet in late October.
Tracey would like the Budget to be completed by mid-November.
Tracey would like to mail the Budget, along with the Annual Meeting Notice, out between December 16 – 20, possibly earlier.
- Nuisance Wildlife Management (Cindy).
One of Cindy's neighbor's has live trapped six baby raccoons and relocated them down in the woods by the Redlands Safeway.
Cindy expressed concern about the diseases raccoons can carry.
Cindy also informed the Board that the raccoons may be here in Canyon View due to people feeding stray cats and leaving cat food out.
It was suggested to put out a notice about not leaving outside cat and dog food as a deterrent to inviting the raccoons to dinner here in Canyon View.
- Annual Meeting Planning.
 - Plan A - in person at Wingate School.
If Wingate School is not available for the Annual Meeting, meeting at a church could be a possibility.
An email will be sent on November 30, 2020 about the location of the Annual Meeting.
 - Plan B - Zoom meeting.
It was decided that this method of meeting would not work due to some community members not being comfortable with computers.
An option would be to send out a recorded video of the Board meeting.
 - Email notice to community regarding proxy forms and collection by board members prior to meeting.
The email notice will be sent out on November 30, 2020.

Jen made a motion to adjourn the meeting, seconded by Janice.
The meeting adjourned at 7:32 PM.

Respectfully submitted by Janice Kiehl, BOD's Secretary, September 17, 2020.

Canyon View HOA Irrigation Committee 2020 Final Report

Irrigation Committee

Rick Brinkman
Mike Duta
Larry Gilbert

Rick Hensley
Paul Pitton
Bill Richardson

Gary Skaggs
Mick Bunn
Jen Richardson (communications)

2020 Activity Summary

Redlands Water & Power (RW&P) Annual Meeting

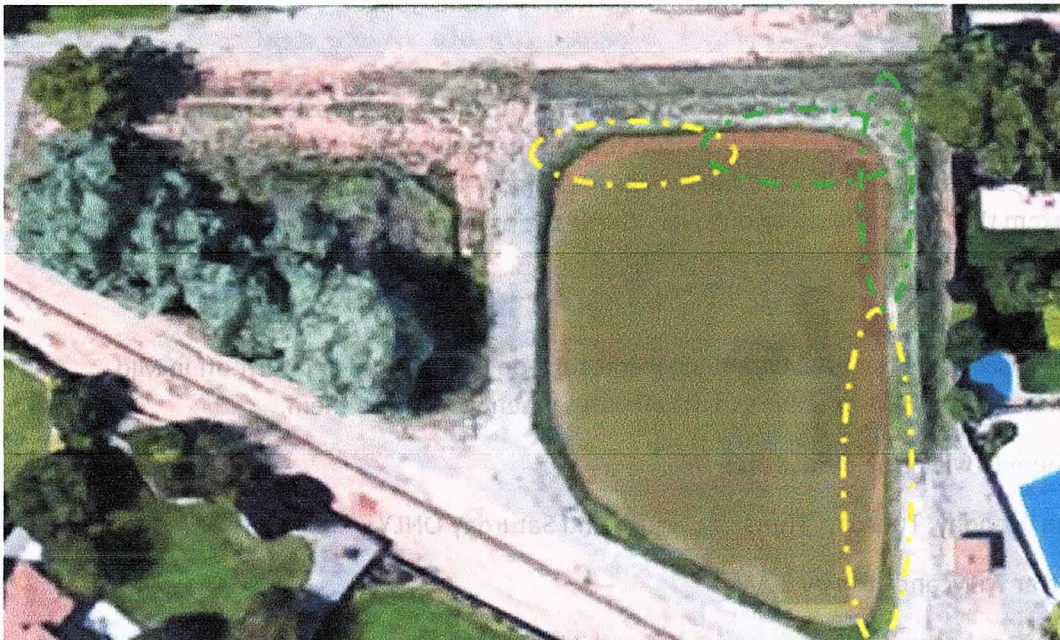
Bill Richardson attended the annual RW&P meeting on 11 February 2020 at the Tiara Rado Golf Course. This is a mandatory meeting as there is a vote for our water shares (93) every year.

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 but a section that was deferred to 2020 was completed. (see yellow circles shown in the picture below)



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 is now 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.

2021 Activities

RW&P Annual Meeting

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

Pump / Motor preventative maintenance

At the end of the 2020 irrigation season the Motor/Pump combination will be removed and sent to Munro Pump for clean-up and any necessary repair. Historically we have performed this maintenance every 3 years. Very tentatively, the Motor/Pump will be pulled in the November time frame and delivered to Munro. Munro will inspect and clean (sandblast) the pump and replace or repair shafts, bearings, etc. as needed. The motor will be sent to Stout Electric for inspection and repair. Munro indicated that it takes up to 6 weeks to get/make parts so that is why they would like to start the work early. The motor and pump will be reinstalled prior to the 2021 irrigation season. Estimates have been provided to the Board for this work and it is within the Reserve Fund budget.

This will be the last time. Next 3 years whole thing replaced.

Motor Controller Update

There is still an unresolved issue with the motor controller that starts and stops the pump as a function of water flow and pressure. During the 2020 season the pump would continue running at a low flow rate even though the pressure gauge indicated the proper pressure. It is suspected that there are still minor leak(s) in our system that we will work to uncover. This is the primary reason for the pump cycling mentioned above.

Watering Schedule

We expect a similar schedule for 2021 with ditch water turn-on in Mid-April and turn-off in Mid-October. We will notify the HOA members of actual dates when we receive them.

The watering schedule will remain the same:

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

Reserve Fund Components

No.	Component	2020 Budget	Actual	Comment
1	Dredging of Irrigation Pond			
2	Irrigation Pond Berm Repair	\$ 2,500.00	\$ 968.17	Completion of berm reinforcement
3	Retention Pond/Run off Remediation			
4	Pump Maintenance		\$ 340.00	Pumphouse circuit breaker replacement
5	Pump Replacement			
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	Replacement at 332 Sierra CT
12	PVC Piping			
13	Pump House Slab and Piping			
14	Pump House Exterior	\$ 500.00		Deferred to 2021 after Pump/Motor Replacement
15	Monuments and Common Areas	\$ 3,435.00	\$ 2,274.27	
	Reserve Fund Escrow for 2020	\$ 9,840.00		
	Reserve Fund Expenses	\$ (2,274.27)		
	Transfer to Reserve Bank Account	\$ 7,565.78		
	Repair and Maintenance Expenses	2020 Budget	Actual	
	Watering Schedule Signs	\$ 1,000.00	\$ 30.72	<- seasonal expense for mailbox signs
	Lime Kiln Controller Replacement		\$ 238.50	<- last of 3 controllers to be replaced at Lime Kiln. Estimated life: 15 years
	Lime Kiln Head Replacement		\$ 650.00	<- impact sprayers replaced to mitigate overspray tp abutter's properties
	Air Vent for Sienna CT	\$ 1,000.00	\$ 27.13	<- vent replaced at highest elevation. Estimated life: 20 years
			\$ 946.35	

