

CANYON VIEW ESTATES APRIL 6, 2019 SPRING BOD's MEETING MINUTES

The 2019 Spring Meeting was held Saturday, April 6, 2019, at Sue Luck's home, 2167 Canyon View Drive.

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

The meeting was called to order by Jen Richardson, Vice President, at 9:13 AM.

TLC Landscape Company/Contract.

- Tracey reported that she paid the April Invoice.
- There was discussion about 2019 being the last year of Canyon View Estates' contract with TLC. It was decided to seek bids for 2020. Janice, with Tracey's help, will find landscape maintenance companies to send bids to. Tracey reported she already knows about ten companies we can send bids to.
- Bids should be sent out by mid-June.
- Add to/include in the Landscape maintenance bids an annual trimming/lifting of tree canopies/removal of suckers on tree stumps in the Storm Drain Area.

BOD Meetings Open to the Community. YES/NO????

- Sue noted that we are required to open our BOD meetings to the Community.
- Tracey reported she already has the dates of our two remaining 2019 meetings, August 1 and October 10, on the website. Tracey also included instructions for Community Members to call her if they plan to attend so arrangements for adequate meeting space can be made if necessary.

Retention Pond Earthen Dam and Storm Drain Area (wetlands area) Project Update.

- Jen reported that the Storm Drain area looks great and we got a great price from Big Horn Tree Service to remove four Russian Olives and to prune five other Russian Olives.
- Jen explained how the inlet is not draining both ways. She discussed this with Big Horn who explained that a dam had formed in the inlet preventing dual flow. Advice from Big Horn is to "Let it be. This is a very expensive repair." The BOD agreed to not pursue this but to keep an eye on it for any future problems that may arise.

Reserve Fund.

- Jen reported there were no changes in the Reserve Fund.
- Sue stated that more items should be added to the Reserve Fund:
Work on the entry way Monuments to keep them spruced up. Suggested \$1500 every seven years for painting and maintenance.
- Tracey said that the HOA fee needs to be collected earlier than March 31 due to RW&P's bill is due in mid-February, and they want the bill paid no later than April 1. Adequate funds for paying this bill will only be available if the HOA Fee is collected by the end of February.
- Sue asked if we had to have a Reserve Fund statement about the Reserve Fund's balance? What does it cover and what's in it? Does it have to be legal? If it just needs to be available to the Community then why not purchase an Excel program for about \$200 to make a Reserve

Fund Report? Sue will take action to bring more information about a software program back to the BOD's.

- Jen stated that in order to make the Reserve Fund healthy we have to increase the HOA fee. The Reserve fund study shows a minimum of \$61 per year for 10 years to bring us up to the standard. The increase is dedicated to the Reserve Fund. Right now we are below a healthy percentage of funds in the Reserve Fund. Cindy expressed concern about jumping the HOA fee up so quickly after the past raise. Jen explained that the small incremental increase for a short amount of time is much better than a huge one-time assessment down the road.

The proposed Covenant Enforcement Policy that Tracey drafted per request at the annual meeting.

- Tracey presented a draft for Canyon View Estates' Fine Schedule for Community Members who are non-compliant with Covenants.
- It was agreed to keep the Schedule simple and have the same monetary amount for fines the same for all Covenants.
- Fees would be \$25, \$50, \$100 for first, second and third offenses at 10 day intervals and continue at \$100 at 10 day intervals thereafter until the situation is remedied. These fees would start after two warnings.
- It was suggested that a community member could help Tracey notify Community Members who leave their trash/garbage cans out to store the cans either in a garage or behind a fence. This volunteer can leave a notification placard on the trash/garbage can without notice of a fine. The volunteer will notify Tracey of the addresses where placards were placed and after 10 days check the homes where the placards were left to see if the problem has been fixed. The volunteer will then notify Tracey whether or not the Community Member has come into compliance.
- It was decided to put the topic of the Fine Schedule on the Agenda for the 2020 Annual HOA Meeting.
- The collected Fines go into the operating Fund.

Notification to our community regarding pet owners relieving their dogs on their neighbor's property and not picking up and disposing of waste properly.

- After discussion it was agreed to write a note about this problem in the 2020 HOA Annual Meeting Notice Letter that is sent home in December. Include mention of the Grand Junction City Ordinance governing the proper removal and disposal of pet waste.

Expired BOD Terms.

- Sue Announced she is retiring at the end of this year due to travel.
- Jen believes the community should be notified when there are vacancies and when 3 year terms are complete to allow others to participate in the BOD and encourage their participation.
- Include an announcement in the 2020 Annual HOA Meeting Notice Letter that the BOD is seeking a person to fill a vacancy of the BOD.
- Tracey reminded us that we the BOD appoint the positions, the Community Members do not vote for a person to take a position.

2019 Updated Community Directory.

- Janice reported that all but 33 homes are accounted for concerning the Updated Directory. She will be calling these home this week to gather Contact Information. She is planning to deliver the new Directory by email and hard copy on Wed. April 17.

Road Maintenance.

- Cindy reported that Jerry Firpo told her about a pothole in his street, Canyon View Drive.
- Tracey informed us that the City of Grand Junction has a "Pothole Portal" where potholes can be reported to the city for fixing.
- Cindy said she would report back to Jerry about the Portal so he can contact the City to have it fixed.
- Sue noted that the painted warning bars at the speed bumps have disappeared. The question came up "Who paints them, the City or us?" Jen will call to see who is in charge of repainting the warning bars.

At the August 1 Meeting.

- Have a draft of what's going in the 2020 HOA Annual Meeting Letter that is sent out in December.
 - Jen: Dog waste verbiage.
 - Tracey: Fine Schedule.
 - Tracey: Notice about recruiting for one position on the BOD's.

A Reminder about the Remaining 2019 Quarterly BOD Meetings.

- August 1, Thursday, 6:30 PM, at Cindy Duta's home, 2196 Canyon View Drive.
- October 10, Thursday, 6:30 PM, at Janice Kiehl's home, 345 Redcliff Court.
 - Write dates on our calendars for when to prepare and submit the 2020 Annual HOA Meeting documents to Tracey for mailing to the community at this meeting.

Jen made a motion to adjourn the meeting, seconded by Cindy.
The meeting adjourned at 10:41 AM.

Respectfully submitted by Janice Kiehl, BOD's Secretary, April 14, 2019.