

Canyon Creek Owners Association, Inc.
Board of Directors Meeting
January 7, 2022

Attending via Zoom: David Henry, President, CCOA
Susie Hogue, Vice-President and Secretary, CCOA
Jennette Tran, Treasurer, CCOA
Lara Lewis, Beal Properties, Inc

Property Owners:	Adam Hebert, Unit 1205
Alena Ababon, Unit 1250	Patty Murphy, Unit 1237
Stephanie Everling, Unit 1235	Ron Underwood, Unit 1339
M Lo Unit 1215	

1. Meeting was called to order at 10:05 a.m. A quorum of board attendance was determined present for business. The meeting was held via Zoom video conference call by Lara Lewis, Beal Properties, Inc.
2. Minutes of prior CCOA Board meetings held November 12, 2021 were reviewed David Henry provided a brief reading. Motion was made by Susie Hogue to accept as written, Jennette Tran seconded the motion, and the minutes were approved unanimously.
3. Financial Report
 - a) Fourth Quarter Financial Review
 1. Reserve account balance \$35,219.94
 2. Checking account balance \$43,441.25
 3. Gate key fob sales are going well
 - b) Capital Improvement Loan
 1. Current loan balance \$195,800.61
 2. Interest payment due 1/19/22 of \$712.37
4. Management Report
 - a) Delinquency Report: One Unit remains delinquent for a total of \$1,093.81. This includes late fees. The motion to turn these over for collection through the attorney was made by Susie, David seconded the motion, and the decision to send these for collection was approved unanimously. Lara will notify attorney.
 - b) Violations: Life/safety issues such as grills and heaters with propane bottles attached are forbidden by City code. The fire department will be notified. We can also fine for this. We do not have a fine schedule, so Lara will look into this through the attorney and get back to the board.
 - c) Windows with broken seals causing fogged look will be required to be replaced by owners.
5. Old Business
 - a) Roofing Project: Completed!
 - b) Paint Project: Ongoing.
 - c) Gutter Project: Gutters and leaf guards coming in the Spring.
 - d) Landscaping Project: Will begin in the Spring following the gutter installations.
 - e) Front Gate: Rewiring on going at this time. Gate fobs are now available to purchase.
 - f) Drainage Issues Behind/Between Bldgs 1-4 and rear trash can concrete pad: Spring
 - g) Pool gate lock: The same gate fobs will work on lock.
 - h) Pool pump is still tripping after new breaker installation. Bobby will continue to trouble shoot.
 - i) Cameras: New wiring ongoing

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6. New Business

- a) A Special Meeting will be called for the One Time Special Assessment estimated to be \$6887
 - Bank Loan \$275K. Each Unit will be assessed \$3,873.00
This includes the roof replacement, a covered insured peril. If owners have the endorsement for special assessment coverage, their insurance should cover about \$2,500 of the \$3,873.
 - Upcoming projects \$214K. Each Unit will be assessed about \$3014
- b) Pool signs: Need to replace the many signs with one larger sign.
- c) The BOD has approved a new door style that can be seen on Unit 1248.
- d) New Unit signs: Obtaining estimates now. One estimate is \$48/unit (\$3408 for all 71 units)
- e) Building Signs: Needed for emergency services. May go with directional sign at entrance.
- f) Frat House: If frat members are residents of Canyon Creek, they are not trespassing. A fence across the rear property line is required to secure the complex.

7. Next Meeting is April 8, 2022 @ 10:00 a.m.

8. Discussion/Questions from Owners:

- a) Discussion was held why buildings signs are needed. Emergency services need at least a directional sign at the entrance for faster response.
- b) Gate clicker/pool fob was explained. Phone service not required.
- c) Window contractor: Lara will contact to see if we can get a better group price for the complex.
- d) The roof portion of the special assessment should be covered if owners have the special assessment endorsement.

9. The meeting was adjourned at 11:09 a.m.