

**CANYON VIEW HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
Minutes of November 14, 2019**

PRESENT:	Jo Darnall Joe Hawkins John Shepherd David Streeter	President Vice President Secretary Treasurer Director
ALSO PRESENT:	Keith Lammey Bonnie Smeltzer Dean Harris Jeremy Fister	Association Manager Member Member Area Resident
ABSENT:	Beth Bascom	Director

Owners Open Forum

- Bonnie Smeltzer inquired about the status of the minor repairs to the downspout extension at the corner of her garage. (Work pending and should be completed within a couple of days).
- Dean Harris commented about two owner's dogs that seem to be running loose quite frequently. (Suggested that he contact the BMSA and provide them with photos, dates and times and to request enforcement action).
- Jeremy Fister expressed his sincere appreciation to the board for the Association's recent financial contribution to help him recover from the loss of his home due to a house fire. Jeremy stated that he had always worked hard for the Association but assured the Board that now he was motivated to do even more. Jeremy is a key member of the Association's Landscaping staff.

Board of Director's Meeting

The meeting was called to order at 6:45 PM by Jo Darnall

New Business

Approval of Minutes

A **motion** was duly made by John Shepherd and seconded by Joe Hawkins to approve the May 16, 2019 Board meeting minutes as prepared. **Passed.**

A **motion** was duly made by John Shepherd and seconded by Dave Streeter to approve the November 14, 2019 meeting minutes as prepared. **Passed.**

Association Manager Report

The Association Manager's report was distributed and discussed. The report included the October 2019 financial reports. The most significant expense variations were discussed and the number and amount of past due receivables noted. The Association Manager explained what was being done regarding the past due receivables. A **motion** was duly made by John Shepherd and seconded by Joe Hawkins that the financial reports through October 2019 be approved as presented, subject to audit. **Passed.**

Review/Approve Water Line Replacement Bid

The Association Manager shared copies of the two water line replacement bids from Peterson Plumbing, Heating, Cooling and Drains for the emergency water line repairs that were needed at 52 Aster Court, then proceeded to explain that the work was already completed based on oral "okays" from individual board members prior to authorizing the contractor to proceed with the emergency repairs. Following a

brief discussion about the sudden increase in water service line failures, a **motion** was duly made by John Shepherd and seconded by Dave Streeter to formally approve the two Peterson repair bids for the work completed at 52 Aster Court. *Passed.*

Review/Approve Snow Plowing Contracts

The Association Manager presented a revised draft contract with JC Excavating, Inc. for the street snow plowing and explained the difference between the contract and the prior contract that has approved by the board at the September 12, 2019 meeting. He further explained that the new contract included a retainer for the season whereas the prior contract did not and that JC Excavating had provided notice subsequent to the September 12, 2019 board meeting that they couldn't afford to provide snow removal services without a guarantee of plowing revenue from the Association; thus a retainer was included in the revised contract.

Following a brief discussion of the contract and the lack of alternative reputable snow plowing contractors, a **motion** was duly made by John Shepherd and seconded by David Streeter to approve the revised contract with JC Excavating, Inc. for the street snow plowing which includes a retainer. *Passed.*

Personal Identifying Information "PII" Policy

The Association Manager provided copies of the Personal Identifying Information Policy that had been prepared by the Association's attorney. Following a short discussion regarding the need for a PII policy a **motion** was duly made by Dave Streeter and seconded by John Shepherd to adopt the Personal Identifying Information Policy that was prepared by the Association's attorney. *Passed*

Fencing at 24 Larkspur Place

The Association Manager explained to the board that despite having notified the owner of 24 Larkspur that her request to retain an unapproved temporary fencing had been denied at the Board's September 12, 2019 meeting, the fencing had not been removed. Following a discussion regarding the matter President Darnall acknowledged that the consensus of the board on this matter was for the Association Manager to send a follow up letter to the owner of 24 Larkspur Place notifying her that the Association would begin enforcement action if the fencing was not completely removed, immediately. Additionally, President Darnall, after determining a consensus existed among the board, directed the Association Manager to send a letter to the owner of 12 Larkspur Place requesting that she (also) remove the temporary wire fence around her flower garden.

54 Limberpine Circle

The Association Manager provided details of a recent telephone conversation with the owner of 54 Limberpine Circle wherein the owner had asked the Association to replace a section of his garage door that he believes was damaged by the Association's contractor then subsequently repaired by some unknown person years ago before the current owner purchased the property from a bank which had foreclosed against the previous owner. Following an extended discussion of the unusual nature of the request and the fact that the Association has no knowledge of any damage at this location or of any repairs by anyone and specifically the Association, the consensus of the board was to deny the request. President Darnall directed the Association Manager to notify the owner of 54 Limberpine Circle of the board's decision on the matter.

Old / Other Business

Additional Pet Waste Stations

The Association Manager was asked for an update on the status of installing two additional pet waste stations near the Hidden Driveway sign on Northstar and at the intersection of Northstar and Monument Trail. The Manager apologized for the delay in the completion of this work and indicated that it would be completed soon.

Update on Xeriscape Conversion Concept

The Association Manager explained that Bookcliff Survey Services had completed the requested survey of the possible xeriscape area that is generally below the walking path along Stone Quarry Road and commented that, in his opinion, the survey showed that the actual elevations in this possible xeriscape area are consistent with the grading plan that was done in 1981 during the development of Canyon View HOA. John Shepherd commented that the Battlement Mesa Service Association's financial assistance with the possible xeriscape project would need to be confirmed before the Association decided to proceed with the project. Jo Darnall indicated that she had some concerns about how much extra heat might be generated from a xeriscaped area and said that she was in favor of downsizing the project if a decision was made to complete a xeriscape project. A **motion** was duly made by Dave Streeter and seconded by John Shepherd to table the xeriscape project until the Association's Annual Meeting on March 12, 2020.

Update on Moving Reserve Funds

The Association Manager presented two options for moving some of the Association's reserve funds. The two options were to invest in ladder CD's at Edward Jones (Brian Dow Agency) in Rifle or to move funds to a FirstBank Premier Time Account. The rates were comparable between the two types of investments. It was noted that Brian Dow is a resident of Battlement Mesa and that FirstBank's nearest branch was in Glenwood Springs. Following a short discussion of the pros and cons of the two options, a **motion** was duly made by John Shepherd and seconded by Joe Hawkins directing the Association Manager to move \$75,000 of the Association's reserve funds to three \$25,000 CDs with one CD being a 3 month CD, one CD being a 6 month CD and one being a 9 month CD. *Passed.*

BMSA Delegate Report

John Shepherd, BMSA Delegate gave a very brief report regarding recent Battlement Mesa Service Association activities explaining that:

- The \$250,000 payment from Ursa which was expected in April 2019 has been indefinitely delayed and, in fact, may never be received. The same is true with the fourth "promised" \$250,000 payment that has been promised for 2020. The Battlement Mesa Service Association has asked their attorney to advise them on how to proceed in the matter.
- The Battlement Mesa Concerned Citizens has filed suit against Ursa in an attempt to block the development of an injection well on the proposed A pad.
- The BMSA financial condition continues to be sound and, in fact, is substantially favorable to budget with less than two months to go in this business year.

Adjournment

With no further business to come before the Board, a **motion** was duly made by Jo Darnall and seconded by Dave Streeter to adjourn the meeting at 9:14 PM.