

Canyon Creek Estates Homeowners Association Meeting First Quarter 2022

Thursday, February 17, 2022

- **Attendees**

- Board Members**

Present	Name	Role
	Jim George	President
	Katie Nguyen	Treasurer
	Emily Petersen	Secretary
	Ahmed Abdelsamad	Architectural Committee
	Yvonne Warzynski	Landscape Committee
	Kourtney Masters	Compliance Committee
	Sara Reshke	Social Committee

- Additional Homeowners Present**

- Sara Steenhuis

- **Meeting Notes**

- Board approved the minutes for the fourth quarter 2021 as written.

- **Financial Report**

- Katie reported:

- Net income after contribution is \$18,982.71
 - Total assets are \$83,015.62.
(Including \$783.91 of uncleared revenue)

- **Action Items**

- Jim will send Nuhan's (new landscaper) information to Yvonne
 - Kourtney will alert Jim once compliance 'cheat sheet' is ready; Jim can complete printing for distribution
 - Emily will reach out to Colvin Lane tenant by Feb. 28th, pending answer Yvonne & Emily will confirm land-use with City
 - Sara, Emily and Yvonne will meet to pick out flowers for planting

- Jim will work to gather weekly duties of landscaper (per old contract)
- Sara will gain access to admin privileges for Facebook group
- Jim will connect with Michael regarding the update of the website

- **Committee Reports**

- **Architectural Committee:**

- Fence was approved for new neighbor on Roanoke (next to Jim).
- Question came up regarding paint color of house on Colvin Lane (within approved color palette?).

- **Compliance Committee:**

- Two versions of 1-page 'cheat sheet' document will be made, one for new residents and one as a compliance review for all neighbors.
- Goal is to print and send out letter via email, Jim would like to add an additional note about HOA president gathering residents' emails within document, as well as the dates for National Night out (August 2nd) and details on neighborhood Facebook group.
- Colvin Lane encroachment issue is still pending. The issue of appropriate land-use and if tenant would be interested in purchase of property was mentioned. Emily will reach out to tenant to ask about interest (by Feb. 28th). If interested, Yvonne and Emily will reach out to the city to confirm land-use, and report back to the board as to if it is a viable option. The board is still pending decision on how to proceed.

- **Landscape Committee:**

- Working on deadlines for cleaning out flower beds and replanting; aiming for first planting in March/April.
- Budget for planting is open-ended at this time.
- Yvonne, Sara, Emily will plan to meet and pick out flowers and place orders (Jim will send information to Yvonne on previous nursery used).
- Nuhan is the new landscaper. Currently on a probationary pay for 3-months, pending work, at \$750/month.
- Question was brought up about weekly duties of landscaper.

- **Social Committee:**

- Welcome baskets to new neighbors will be started, hoping to include new resident compliance 'cheat sheet' and gather emails/names of residents upon welcoming.
 - Sara will work to add herself as the admin to the Facebook group for neighborhood (add new residents as they move-in).
- **Old Business**
 - Jim is going to get ahold of Michael in the next three weeks regarding the website updates.
- **New Business**
 - Compile a preferred contractor sheet for the neighborhood, Jim will work to email out and gather information for this document.

Next meeting will be held on May 19, 2022 via zoom.

Respectfully submitted,

Emily Petersen