

**FINAL
CANYON RIDGE SPRINGS POA
BOARD MEETING MINUTES
JUNE 23, 2019**

A meeting of the Board of Directors of Canyon Ridge Springs POA was held on Sunday, June 23, 2019, at 3:00 p.m., at 27001 Montana Creek Crossing. Susan Fisher called the meeting to order at 3:06 p.m. and a quorum was present.

Board Members Present: Susan Fisher, President; Rick Guerrero, Vice President; James Kitchens, Treasurer; Candy McGuire, Member at Large; and Sean Finke, Secretary. Also attended by residents Ollie and AR Ginn, Missie and Aaron Ables, Nancy and Will Wood, and Richard Cornett.

Proof of Notice of Meeting: The notice of the meeting was posted on the bulletin board and website 2 weeks prior to the date of the meeting.

Approval of Minutes: The Board previously approved the minutes of the last board meeting held on March 21, 2019. They were posted on the bulletin board and are available on the website.

OFFICER REPORTS:

President: Susan submitted a written president's report for filing in the record.

Treasurer: James reported:

- Financials as of May 31, 2019

Capital Reserves \$198,521.36

Checking Acct \$ 28,689.30

- As of June 23, 2019
 - 9 lots sold for a total of \$4,250 in fees
 - 1 pending for a total of \$325 in fees
- As of June 23, 2019
 - 111 of 111 lots paid dues of \$42,050
- Capital Expenditures FY2019-to-date
 - Ayron Brooks (roadside clearing) - \$5,600.00
 - Integrity Paving (concrete aprons at corners) - \$14,658.80

COMMITTEE REPORTS:

Architectural Review Committee (ARC): Candy reported:

- Lot 66 submitted plans that were approved and have broken ground.
- Lot 36 submitted plans that were approved and have broken ground.
- Lot 18 submitted plans for remodel that were approved and began.

Fire Wise Community Committee (FW): . CRS received two requests for burning, both were from Ayron Brooks, a contractor who is clearing lots for a couple of CRS lot owners.

Infrastructure Maintenance Committee (IMC): Rick reported:

- All previous agreed upon work has been completed.
- A service call is needed to repair the broken sprinkler head near the entrance of CRS.
- It was decided that new bids on mowing services need to be obtained.

OLD BUSINESS:

- Road Maintenance and Road Drainage:
 - A bid was needed to repair and replace asphalt in the cul-de-sacs at the ends of Montana Springs and Montana Creek Crossing.
 - Continued channeling on Montana Creek Crossing is needed to divert the water back into the ditch, this may be done by residents in an effort to reduce spending of POA assets.

NEW BUSINESS:

- Trash and Recycling.
 - CRS resident, Stephen Nash, had approached the board regarding recycling. However, the waste company Mr. Nash has been communicating with is not inclined to offer such a service to CRS at this time. However, they did request more information from Mr. Nash also indicated that they would need to meet with the Board.
 - The matter has been tabled to a later date.
- Lots T1 and T2.
 - Lots T1 and T2 are currently owned by A.R. and Ollie Ginn who also own and operate the neighboring ranch. CRS does not have a duty to provide power, water or public roads to T1 and T2, thereby making a sale of T1 and T2 problematic for the Ginn's.
 - In researching their options for the property with Travis County, The Ginn's were informed by Travis County that those two lots were not platted into the CRS community nor do their legal descriptions reflect Canyon Ridge Springs. In fact, the neighborhood that Travis County has them listed with is Land Region 150, which is the same as the rest of their ranch land.
 - With this information and the fact that they receive no benefits from CRS the Ginn's wish to be excluded from CRS in order to assimilate the lots into their existing ranch. The board requested 1 to 2 weeks to research the matter.
- Complaints and Alternative ideas regarding speeding of residents and contractors in the neighborhood.
 - It was brought to the attention of the board that despite letters being sent to residents speeding continues to be an issue within the community especially on Montana Springs Drive. The Board realizes that we have more families moving into the neighborhood with younger children and understands these concerns. The Board also recognizes that reminders sent to the POA are largely ineffective. Residents have expressed concerns that it is now posing serious safety hazards to residents. The Board also recognizes that as more houses are being built there will be an increase in traffic, especially during the building phase.
 - Since we are a private community and are not patrolled by any law enforcement agency, alternative ideas were discussed with CRS residents, Aaron and Missie Ables. Those alternative ideas were:
 - Obtaining bids and possibly implementing speed humps or speed bumps that would be strategically placed in the most offended areas.
 - Replacing worn traffic warning signs.
 - Possibly renting radar detecting speed limit sign to raise awareness of offense.
 - Individually contacting known offenders, residents and contractors alike.
- Aqua Texas.
 - Inquiries were made into the freshwater reserves of our community wells, due to increased building in CRS.
 - The 2 storage tanks in CRS have a combined 42,000-gallon capacity.
 - Each customer must have access to 200 gallons.

- Given that there are only 111 lots, that leaves a surplus of 22,000 gallons.
 - Additionally, water pressure was also looked at.
 - Presently CRS has a 5,000lb-pressure tank capacity between the two tanks.
 - Each customer must have at least 20lb-pressure per hook-up.
 - Given that there are only 111 lots, that leaves a surplus of 2,780lbs.
- Ulrich Log Cabins.
 - The ARC was approached by a potential lot owner about the using Ulrich Log Cabins for their home.
 - Ulrich offers two ways of building; one is offsite and the other is built on site like a traditional home.
 - The ARC denied the request on building offsite under the “modular home” clause in the CCR’s.
 - The ARC may possibly move forward if the home will be built on site.
- ARC Form regarding shingle language.
 - The shingle industry standards on the verbiage for their warranties has changed and some companies now include “lifetime warranty” to illustrate a better lifespan than the previous 25-year lifespan.
 - A motion was made that the verbiage for the limited lifetime warranties be deemed to be in compliance with our current CCRS eliminating the need to revise the current CCRs or the necessity of having to issue a variance , and all were in agreement that the limited lifetime warranties are in compliance with our current CCRs
- Maintaining and updating the Welcome Packet.
 - It was decided that Gary McGuire will maintain the Welcome Packet and provide once a year updates and needed changes.
 - A motion was made, and all were in favor of only including property owners in the Welcome Packet.
- Budget review.
 - It was decided that new bids for various maintenance services were needed in order to not increase POA fees.
 - It was decided that a separate meeting will be scheduled with the sole purpose of reviewing the CRS budget on August 25, 2019 @ 2:30 p.m., at the residence of Susan Fisher, 25007 Montana Creek Crossing.
- **Implementation of Road Impact Assessment on New Construction for Lots Purchased After January 1, 2020. (CRS ByLaws ARTICLE FIVE, Section 4(c))**
 - In recognition that heavy construction equipment and construction crew vehicles have increased the degradation of our private roads. A motion is made, and all were in favor to levy a one-time special assessment ("Road Impact Assessment") toward a Member who is seeking approval from the Architectural Review Committee on or after January 1, 2020 for the new construction of a primary structure or Residence on a Lot that was purchased ON or AFTER January 1, 2020 with the following stipulations:
 - **1. Because the majority of the Members who have owned a Lot prior to January 1, 2020 (1) have been and will continue to pay towards the capital road fund; and (2) have already been paying for repairs as needed to maintain the integrity of our roads they are exempt from this special assessment no matter when new construction commences.**
 - 2. This exemption is non-transferrable.
 - 3. This special “Road Impact Assessment” will be added solely to the Capital Expenditures account for the purpose of maintaining and repairing roads within the Property known as Canyon Ridge Springs Subdivision.
 - 4. The initial Road Impact Assessment for calendar year 2020 will be \$1,500.00. From January 1, 2021 and on each January 1 of each succeeding year, the Board may decrease or increase the Road Impact Assessment.
 - 5. In the event the Road Impact Assessment is increased, the amount of such increase will not exceed 10% increase over the prior year’s Road Impact Assessment.
 - 6. The Road Impact Assessment will be due and payable when plans are submitted to the Architectural Review Committee. However, those funds will not be deposited UNTIL such time as the submitted plans have been reviewed and accepted.
- Creation of a signatory form within the ARC **(NOTE: THIS MOTION WAS SET ASIDE)**
 - A motion was made, and all were in favor of creating a signatory form that would be included within the ARC guidelines when plans for construction are submitted by CURRENT LOT OWNERS and to add another

bullet to the ARC Consideration Request form containing information on such form. This form would be signed by both the lot owner and the builder in order to provide proof of acknowledgement that the LOT OWNER is ultimately responsible for any road damage and subsequent repairs. **HOWEVER, AFTER FURTHER CONSIDERATION AND DISCUSSION AMONG THE BOARD BY EMAIL, A MOTION WAS MADE TO SET THIS MOTION ASIDE. ALL WERE IN FAVOR AND THE MOTION TO CREATE A SIGNATORY FORM WITHIN THE ARC WAS SET ASIDE.**

- Creation of a By-Laws review committee.
 - A motion was made, and all were in favor of creating a By-Laws Review committee chaired by Susan Fisher.
 - The review committee would investigate correcting the website address stated in the by-laws.
 - Any changes to by-laws would ultimately have to be voted on by the entire POA.
- Gate Warranty.
 - The warranty period of the entry gate is expiring soon.
 - A proposal was submitted for \$500 a quarter for routine inspection and maintenance of the complete gate system by Austin Estate Gate.
 - Currently the budget allows for \$2,000 per year for a gate warranty.
 - A motion was made, and all were in favor of entering into a maintenance contract with Austin Estate Gate to be conducted quarterly.
- Franchise Tax Report.
 - James will contact the bookkeeping office to remove Paula Guerrero from the Tax Report.
- Updating Gate System.
 - Because of some recent issues with the gate not opening, CRS resident, Darla McLerran asked the board to consider upgrading it with a phone entry system that would allow for remote access by homeowners.
 - After initial investigation, the board found that the system alone would cost \$7,000 and does not include the installation of the telephone infrastructure required to operate it; any ongoing monthly expenses that would be required or any increase in the current maintenance package for the gate.
 - Additional information and bids will be gathered for installing the telephone infrastructure. After all information is gathered, it will be distributed to the POA members for their input as to whether this is worth pursuing.
- SOS Communication.
 - The board was approached by SOS communication about installing a broad-band tower within the neighborhood.
 - The tower would cost \$40,000, and CRS would be responsible for acquiring a suitable location.
 - Homeowners would be responsible for a \$250 connection fee as well as \$75-\$220 in monthly usage fees.
 - At this time the board is not interested based on the expense of such a system.
- Proposed budget change to create a Capital budget separate from Operations.
 - A motion was made, and all were in favor to change the budget to create a Capital Budget separate from Operations.
 - Move \$11,000 (\$100 per lot) from Assessment Dues to Capital Income.
 - Added Depreciation Expense of \$4,400. This has always been adjusted after year end in the past.
 - Remove Road Maintenance budget of \$3,000. This should be part of Capital Expenditures.
 - Reduce Landscaping and Groundskeeping by \$975 to balance the Operating Expense budget
 - Create a Capital Expenditures budget of \$49,234 based on the approval to spend that amount in FY2019 for road repairs.

The next regular board meeting will be held on Sunday, October 6, 2019. @ 2:30 p.m., at the residence of Rick Guerrero, 25003 Montana Creek Crossing, Marble Falls, TX 78654.

A motion was made, and all were in favor to adjourn the meeting. The meeting adjourned at 5:32 p.m.

Respectfully submitted,

Sean Finke. CRS POA Secretary.