

CANYON RIDGE SPRINGS, INC.
BOARD MEETING AGENDA

DATE: December 7th, 2013 **TIME:** 10:00 am

LOCATION: Teleconference **PHONE:** 512-355-3237

- 1) **Call to order: President, Stephen Nash**
- 2) **Old Business:**
 - a) **Update on revisions to CCR's: Brent Fisher**
 - b) **Landscaping of CRS entrance/bids: Stephen Nash**
 - c) **Legal consul for POA: Stephen Nash**
 - d) **Removal of Roosevelt willow: Doug Campbell**
- 3) **Committee/Officer Reports:**
 - a) **Treasurer's Report: Doug Campbell**
 - b) **Architectural Review Committee: Brent Fisher**
 - c) **Infrastructure Committee: Doug Campbell**
- 4) **New Business:**
 - a) **Location for 2014 Annual Meeting: Doug Campbell**
 - b) **Nominations to fill 2014 Board vacancy: Vicki Elliott**
 - c) **Approval of 2014 Annual POA meeting ballot**
 - d) **Approval of 2014 Budget**

CANYON RIDGE SPRINGS, INC.

BOARD MEETING MINUTES

DECEMBER 7, 2013

**Meeting called by: Stephan Nash, President Type of meeting:
Board Meeting**

Facilitator: Stephen Nash Secretary: Vicki Elliott

Recorder: Vicki Elliott Location: Telephone conference

**Attendees: Doug Campbell, Vicki Elliott, Brent Fisher, Rick Guerrero,
Stephen Nash,**

Meeting was held via conference call because of inclement weather.

- 1) The meeting was called to order by Stephen Nash, President**
- 2) Old Business:**
 - a) Brent Fisher, Chair of the CCR revision committee, reported he had received responses from 39 property owners (representing 60 lots) regarding the current revised document. Many of the responses questioned language regarding "nuisance animals". Board members discussed the language regarding this issue and agreed the language was vague regarding both the definition and the delineation of any action to be taken against property owners who have an alleged "nuisance animal". Board members agreed that the Board has the ultimate authority to deal with such situations, although it would be preferable for property owners who are involved in a dispute to attempt to resolve the issue themselves before coming to the Board. Brent also stated he planned to contact property owners who have not responded to email receipt of the revised CCR document to elicit any comments and encourage them to vote on acceptance of the revisions at the annual meeting.**

- b) Stephen Nash led a discussion of the current status of plans to update the landscaping at the entrance of CRS. Discussion of the bid previously received and money allocated in the budget for landscaping led Board members to agree to increase the budgeted amount for landscaping by \$1000.00 and to consider obtaining additional bids for the update. Brent suggested that current residents of CRS form a work party to do preliminary “clean up” work. Rick suggested doing the preliminary work and then consider hiring a professional contractor to design an updated landscaping. Rick suggested adding the issue to the agenda for the spring, 2014 Board meeting, as well as soliciting volunteers at the Annual Property Owners’ meeting.**
 - c) Stephen Nash initiated discussion regarding a potential need to retain legal counsel for the POA to be used on an “as needed” basis. Board members had previously reviewed a letter from the Avera Law Firm, outlining services they would provide and fees associated with those services. Doug Campbell expressed concern over the expense associated with asking the firm to review controlling documents of the POA. Stephen suggested increasing the amount budgeted in the 2014 budget for legal fees by \$1000.00. Vicki Elliott made a motion to retain the Avera Law Firm on an “as needed” basis. Rick Guerrero seconded the motion. Motion carried.**
 - d) Doug Campbell updated Board members on work done to remove Roosevelt willow. Doug reported total cost of removal was \$4000.00. Stephen Nash inquired as to removal of the waste from the park. Doug responded that the waste would be collected into a pile for future burning. Doug also stated he would contact the Marble Falls FD, to arrange monitoring of the burn.**
- 3) Committee reports:**
- a) Doug Campbell presented the Treasurer’s report. Maintenance of the fencing at the CRS entrance was discussed. Stephen Nash made a motion to add an additional \$1000.00 to the 2014 budget for fence maintenance; Rick Guerrero seconded the motion.**

Motion carried.

Board members discussed a complaint received, advising that the exit gate was stuck in a partially open position. Rick Guerrero had responded to the situation and advised that some of the parts of the mechanism appeared to be worn and in need of replacement. Rick suggested an additional \$250.00 be allocated in the 2014 budget for gate maintenance and replacement of parts. Brent Fisher made a motion to amend the budget; Rick Guerrero seconded the motion. Motion carried. Rick also suggested replacing bulbs in the entrance gate lights with LED bulbs to decrease electricity usage; however, Doug Campbell reported he had recently replaced all the bulbs; the matter was deferred.

b) Brent Fisher, chair of the Architectural Review Committee, mentioned that several property owners have expressed concern that the current CCRs are not being enforced and property owners have “violations” on their property, for which they did not obtain a variance. Brent suggested that these existing violations and lax enforcement of the CCRs is leading property owners who are considering building to question why violations are tolerated and why they are not entitled to commit the same violations. Brent stated that some property owners suggested that a committee be formed to visit existing homes in CRS, document violations of the CCRs and request documentation of any approved variances property owners might have. Brent expressed concern over lack of documentation of variances granted in the past. Brent also stated his intention of visiting each new homesite during construction to ensure the construction was consistent with the plans submitted by the property owner and approved by the ARC. Vicki Elliott stated that, while it was reasonable to demand compliance during construction of new homes going forward, inspecting existing homes for violations and demanding documentation of variances was intrusive and has the potential to create an adversarial relationship between home owners, the ARC and the POA.

3) b) Rick Guerrero stated he has had problems with strangers driving down his private driveway, perhaps thinking it is

a public road. Rick requested approval to place a sign stating “private drive” in the cul-de-sac leading to his drive. Board members agreed this was a reasonable request.

- c) Doug Campbell, chair of the Infrastructure Committee, reported on road repairs performed by PEC after the road was damaged during utility pole installation. Doug also reported he had notified Aqua Texas about the water pipe that was exposed during the recent flooding rain. Condition of the drainage ditches in CRS was discussed and Doug Campbell suggested the POA may need to hire a professional contractor to clear the ditches.

4) **New Business:**

- a) Doug Campbell reported arrangements have been made to hold the 2014 Annual POA meeting at the Holiday Inn Express in Marble Falls on Saturday, January 25, beginning at 11:00 am.
- b) Vicki Elliott, chair of the nominating committee, reported only one property owner has expressed interest in running to fill the Board position to be vacant in 2014.
- c) Vicki Elliott presented the proposed ballot for the 2014 election. The ballot was amended to delete the option of voting electronically, as the CRS Bylaws state voting may only occur via USPS or in person at the annual meeting. Rick Guerrero made a motion to approve the amended ballot; Doug Campbell seconded the motion. Motion carried.
- d) Board members agreed to continue the Annual POA Assessment at current level and to approve the 2014 Budget as amended.

There being no further business to conduct, Stephen Nash made a motion to adjourn the meeting. Rick Guerrero seconded the motion. Motion carried.

Action Items:

- 1) Brent will reevaluate CCR language regarding “nuisance animals”.

- 2) Brent and Rick will organize a work party to clean up the landscaping at the CRS entrance.**
- 3) Stephen will contact the Avera law firm.**
- 4) Rick and Doug will prepare the brush in the park for burning.**
- 5) Doug will arrange for supervision from the MFFD for burning in the park.**
- 6) Doug will perform necessary maintenance on the entrance gate.**
- 7) Vicki will mail out ballots and notice of the Annual Meeting.**
- 8) Vicki will send current revision of the CCR document to property owners who have not provided an email address.**