

FINAL
CANYON RIDGE SPRINGS POA
MINUTES of 2019 ANNUAL MEETING of MEMBERS
January 26, 2019

A meeting of the members of the Canyon Ridge Springs (or "CRS") Property Owners Association (or "POA") was held on January 26, 2019, at the Holiday Inn Express, Marble Falls.

1. CALL TO ORDER & OPENING REMARKS:

Paula Guerrero, President, presided as Chairman and called the meeting to order at 1:07 pm. She thanked everyone for attending.

2. ROLL CALL:

Candy McGuire, Secretary, reported all board members were present and owners of 24 lots attended, so a quorum was present for purposes of conducting business.

3. PROOF OF NOTICE OF MEETING:

Candy stated the notice of the meeting was mailed to members, and posted on the CRS website and on the bulletin board on December 16, 2018, at least 30 days prior to the meeting, as required by the CRS Bylaws.

4. REVIEW OF MINUTES FOR 2018 ANNUAL MEETING:

The 2018 CRS POA Annual Meeting Minutes were approved last year after posting for two weeks and requesting comments or changes. No changes were made so the 2018 Minutes were approved. They were included today for reminder and review.

5. OFFICER REPORTS:

President's Report: Paula gave an overview of the major events in the POA in 2018.

- Paula reported that the CRS had many volunteers in 2018 and hopes the spirit of volunteerism continues in 2019.
- Paula outlined the events leading up to the upcoming election to be held at the meeting. She explained that in 2016, three new Board members were elected for 3-year terms. Those terms are now expiring and will be filled with the Board members elected at today's Annual Meeting of Members.

Treasurer's Report: Sharon McBride, Treasurer, reviewed the summary of the expenses, revenues and balances of accounts for 2018.

• Financials	as of Dec. 31, 2018
Capital Reserves	\$207,653.36
Checking Acct	\$ 9,130.21
Total Assets	\$216,783.57

- 100% of lot owners paid their 2018 dues, so no liens were placed in 2018. So far, 63 lots have paid their 2019 dues.
- 6 Lots were resold in 2018 (#17,57, 58, 66, 84, and 107). 2 more lots have resold so far in 2019 (#30 and 36) and 2 more are pending (#101 and 108).
- Lot #30 paid off 8 outstanding liens in 2018, which brought in \$5,139 and one lot paid off a lien so far in 2019, which brought in \$500.
- The previous Dell computer was old and could no longer be upgraded or support newer versions of the QuickBooks accounting software. As a result it was retired. A new Lenovo computer and QuickBooks version 18 software was purchased in July 2018.

- On June 4 a lightning strike fried the components of electric front gate motor and had to be replaced (remove). The cost of the new system was \$7,706 after reimbursement by insurance.
- The Irrigation system at the front gate was also affected by the lightning strike and had to be replaced. It was not covered by Insurance because it cost less than the deductible.
- The storage unit in Liberty Hill that the CRS was renting was closed, thereby saving CRS \$600 per year.
- The Assessment Fees for 2019 were kept at the 2018 rate, \$375.

6. COMMITTEE REPORTS:

Architectural Review Committee (ARC): Candy McGuire reported:

- Candy McGuire took over the ARC duties from Dave Matthews in July 2018 upon his move to Rockwall, TX.
- Lots #49, #74, and #24 began home construction.
- The swimming pool on Lot #80 was completed.

Firewise Committee: Al Garcia reported:

- The Firewise status was renewed for 2018.
- He reported that USAA Insurance gives a discount for being a Firewise Community.

Infrastructure Committee: Sharon McBride reported:

- On March 3, 2018 a Work Day was scheduled with a hot dog picnic following. It was a big success. Fence rails were replaced, the picnic tables and fence rails were painted.
- The center beds at the front gate were replanted with native plants.
- Major tree trimming was completed in the neighborhood and park areas.
- The McGuire's volunteered to burn the tree/brush debris to save the POA haul off fees.
- Lot owners with low overhanging branches were sent letters to have the trees trimmed up to allow RV's driving access to the CRS roadways.
- Three paving companies were contacted to submit bids for road repairs/maintenance. Hinds Paving, Integrity Paving and Lone Star Paving submitted bids.
- The Pavilion was rewired due to non-working lights.
- James Kitchens added a solar light to aid in seeing the front gate keypad at night.
- Paula Guerrero installed a new keypad at the front gate to aid the walkers during entrance/exit of the front gate.

Nominating Committee: Candy McGuire reported:

- The Call for Nominations form for the three board positions expiring today was mailed to Owners on November 14, 2018 meeting requirements of CRS Bylaws. Four candidates stepped forward; Jeff Porter, Susan Fisher, Sean Finke and Rick Guerrero. The election ballots and candidate biographies were mailed with the Notice of the Annual Meeting on Dec. 16, 2018.

Website Committee: Paula Guerrero reported:

- The current web site domain is CanyonRidgeSprings.info. The current registration of the CanyonRidgeSprings.com domain expires on 02/28/2019. If the current owner does not renew, Paula will purchase it for CRS.
- The CanyonRidgeSprings.org domain will be up for renewal in February of 2020. Paula will monitor, and if it becomes available, she will purchase it as well.
- All domains can be set up to point to our current website.
- Paula stated that she would be happy to continue handling the web site for CRS.

7. **OLD BUSINESS:** Paula asked if there was any old business:

- Al Garcia mentioned that the mailbox stone still needs cleaning. He suggested we add a water spigot by the mailbox and could possibly use the money that we are saving on the storage unit. Following the discussion of the cost to add a spigot it was suggested the POA pay someone to clean the stone.
- **CRS ROAD MAINTENANCE:**
 - Paula presented information on the state of our roads, repairs needed, and the pros and cons of different repair and maintenance options. The damage caused by oxidation, how cracks form, alligatoring, potholes, and broken sections were all covered. Repairs such as crack-sealing, remove and replace repairs, seal coating, and more were covered.
 - Our roads are 18-20 years old. All paving companies that have provided estimates in the past and recently have told us that our roadways were built with high quality. Such roads generally last 25-30 years, but can last 40-50 years if properly maintained. We do have some areas in need of repair – of particular note is the section of Montana Springs Drive below the Girgenti residence and the intersections and cul-de-sacs.
 - Three bids were received for road repairs/maintenance. The POA Board voted to recommend to the membership and the incoming Board that the bid from Integrity be accepted. Advantages of the Integrity bid include price, quality, their desire to establish a long-term relationship, and the maintenance plan they presented, which provides us a way to properly maintain our roadways while controlling the amount of the annual outlays.
 - The POA Board also voted to recommend to the membership and the new Board that the recommended 2019 and 2020 repairs both be completed in 2019 and the remaining schedule be moved up one year.
 - Paula discussed health and environmental concerns that had been raised about Seal Coating. Both Integrity Paving and subsequent research reveal that there are two types of Seal Coating products: Coal Tar and Asphalt Based. Coal Tar based products are banned in the city of Austin due to environmental and health concerns. Asphalt Based products are much safer and are recommended by Integrity Paving. In the past, Coal Tar based products significantly outperformed their Asphalt Based counterparts, but in recent years improvements have been made and the Asphalt Based sealants are now basically on par with Coal Tar products, without the health and environmental concerns.
 - Al Garcia asked the frequency required for Seal Coating applications. Paula stated Seal Coating lasts 3-5 years. While applying seal coat does not bind us to continue to apply it in the future, it does help to slow oxidation and lengthen the life of our roadways.
 - Larry Wright discussed the need for the 10' Right Of Way along the CRS roadways to be cleared of brush/Roosevelt Willows and if it was possible for the Lot owners to reimburse the POA if the POA initiates the cleanup. He said he feels the brush/vegetation is doing a lot of the road damage. Paula concurred, adding that the brush clogging the ditches was forcing water to run alongside the roads, causing erosion and road breakage. There was discussion about asking lot owners to reimburse the POA if the POA pays to clear the easement in front of their lot, but Larry informed the group that the POA could not legally charge owners for clearing the easement area.
 - Linda Rose asked if the easements would be cleaned up before the roads are repaired. There was general agreement that that is the desired course of action. It is presently too cold for road repairs, so there is time to clear brush prior to the repairs being done.
 - Michael Jrab asked if curbs/concrete edging along the cul de sacs and intersections to prevent damage would be considered. Paula said Integrity gave a quote for that repair, however, they stated that it would probably not be necessary at our intersections, as the main reason for issues in those places was the thickness of the asphalt that was originally laid and the sharpness of the corners. Increasing both the thickness and the area of asphalt at the intersections will make for a long-lasting repair.
 - Linda Rose asked about the possibility of Integrity Paving or another road company addressing the drainage area where the concrete is across from the mailboxes. Paula responded that they could arrange for that work, but it is not on the current bid we have from them.

8. NEW BUSINESS:

- David Hunt asked if there is another option for the trash pick up as he feels the current waste removal company is too expensive and undependable. Following discussion, most residents agreed the cost for our trash pickup is reasonable compared to what they pay in other places and there is a lack of alternatives that pick up in our area.
- **Gate Codes:**
 - Rick Rabun asked about the contractor gate code and if the code will be changed quarterly in the future. Carl Rose responded that the contractor code would not be changed at this time as we have several houses under construction.
 - Rick Rabun raised concerns about the sheriff's office giving out the gate code over their radio a few months ago. Carl Rose said all the emergency agencies have the codes and it has been taken care of.
 - James Kitchens raised the concern of a local Realtor publishing our gate code on their web site.
- **Back Neighborhood Exit for Emergencies:**
 - Larry Wright brought up the need for a second exit from our neighborhood in the case of an emergency.
 - Kathi Swuillus mentioned that an emergency exit might be possible from her Lots (#81 and #82).
 - Sharon McBride stated that at the meeting of the Infrastructure Committee in December 2018, they brought up the need for an additional exit and it was suggested that in an emergency the fence behind the subdivision could be cut to allow resident's exit, but with the new fencing being put up by the rancher it might be more difficult. She has the rancher's contact information to share.
- **POA Member Directory:**
 - Larry Wright asked about the possibility of a Member Directory with emails and phone numbers be given to all Lot Owners for communication purposes. It was suggested the POA ask members if they want to opt out.
 - Linda Rose suggested a Welcome Package be given to all new homeowners. Long time owners recalled a contact information book was previously published and given to new owners.

9. CONSIDERATION OF ADEQUACY OF THE RESERVES:

- Sharon McBride stated that there was \$207K in Capital Reserves but depending on future capital expenditures, the next Board may decide the 2019 assessment will need to be increased to maintain an adequate reserve.
- Sharon brought up the discussion of putting \$50-\$100K into a short-term (12- 24 months) CD to bring in more interest income from the capital reserve account.

10. ELECTION OF MEMBERS OF BOARD OF DIRECTORS:

- The new members elected to the 2019 Board of Directors are: Susan Fisher, Sean Finke, and Rick Guerrero. Paula thanked all the nominees for participating.
- Larry Wright thanked and congratulated all the 2018 Board Members for their hard work and decision-making in 2018.

Since there was no further business, the meeting adjourned at 2.30 pm.
Respectfully submitted,

Candy McGuire
CRS POA Secretary