

## January 14, 2025 Board Meeting Minutes

| 2024 Board Members |                | Present | Absent |
|--------------------|----------------|---------|--------|
|                    |                |         |        |
| President          | Karl Krotzer   | X       |        |
| Vice President     | Tom Kajander   | X       |        |
| Secretary          | Carol Merada   | X       |        |
| Treasurer          | Deborah Howard | X       |        |
| Member at Large    | Kathy Simmons  | X       |        |
| Member at Large    | Stephen Jones  |         | X      |
| Member at Large    | Cyndi DeWitt   |         | X      |
| Member at Large    | Kim Thompson   | X       |        |
| Member at Large    | Jim Ruffing    | X       |        |

**Establishment of Quorum** – Yes

**Call to Order** - 7:05 PM

### Attendance

Mike Merada, Art Simms, Beverly Simms, Patricia Markuson, and Bill Nicholson  
Jessica Cejka and Rodney Sandoval (via Zoom)

### President

Karl welcomed all attendees.

We will continue our efforts on Deed Enforcement and the Irene property maintenance/upgrades.

### Secretary

We have the November 2024 Minutes to be approved

Tom moved to approve the November 2024 Minutes and Karl seconded. The Minutes were approved by all POA Board members present.

### Action:

November 2024 Minutes were approved.

### Financial

Discussed monies in the account and monies necessary to maintain the basic POA yearly expenses.

## **Maintenance**

Discussed the gutters, getting the pool area grass cut, and tree clean up at the Irene property. A Zoom meeting regarding the Irene easement maintenance will take place with the property owner tomorrow.

## **Amenities**

Kim is meeting with a possible new pool company on Wednesday. Debbie proposed getting new picnic tables for the pool and it was agreed for her to purchase three. We can also purchase picnic tables for the Irene property.

A lengthy discussion was held regarding how to open and close the pool area. Kathy may have a lead on folks to open the pool on Sundays and close the pool each evening. Tom moved to approve no more than \$3,000.00 to pay a person per season. Karl seconded.

## **Action**

We will pay up to \$3,000.00 for the season to open the pool on Sunday mornings and close the pool every night.

## **Architectural Control Committee**

The shed for the McKenzies was approved. We have a new request for an addition to 701 Cindy. An improvement at 1792 Patty done approximately 4 years ago needs to go through the process.

It was decided that a construction container is not a permanent fixture and is permitted on property.

## **Social Committee**

We will have a pool party to open the pool.

## **Old Business**

Jim will change passwords this week

It was agreed to pay for the Nest Aware Plus for the yearly camera monitoring for added security.

Tom has been investigating finding a new attorney to file a lawsuit regarding the 1239 Amanda property. The business operating at the address is "Done Right Motor Repair".

Kim has contacted Comal County to get speed control data. The Sheriff's office was not the correct agency.

Bill questioned what was done about signs for noise.

## **New Business**

Discussed a carbon monoxide monitor and fire protection for the clubhouse interior.

Discussed what projects we want to concentrate on next, including updating amenities or carpet squares for the clubhouse.

**Meeting Adjourned:** 8:36 PM

## February 11, 2025 Board Meeting Minutes

| 2025 Board Members |                | Present | Absent |
|--------------------|----------------|---------|--------|
|                    |                |         |        |
| President          | Karl Krotzer   | X       |        |
| Vice President     | Tom Kajander   | X       |        |
| Secretary          | Carol Merada   | X       |        |
| Treasurer          | Deborah Howard | X       |        |
| Member at Large    | Kathy Simmons  | X       |        |
| Member at Large    | Stephen Jones  |         | X      |
| Member at Large    | Cyndi DeWitt   | X       |        |
| Member at Large    | Kim Thompson   | X       |        |
| Member at Large    | Jim Ruffing    | X       |        |

**Establishment of Quorum** – Yes

**Call to Order** - 7:06 PM

### **Attendance**

Mike Merada, Art Simms, Beverly Simms, Patricia Markuson, and Russell Freres

### **President**

Karl welcomed all attendees.

We have had a good response in payment of annual dues. We will continue our efforts on Deed Enforcement and the Irene property maintenance/upgrades.

### **Secretary**

The January 2025 Minutes need to be approved

Debbie moved to approve the January 2025 Minutes and Karl seconded. The Minutes were approved by all POA Board members present.

### **Action:**

January 2025 Minutes were approved.

### **Financial**

Discussed monies in the account and recent expenses.

## **Maintenance**

The six posts to mark the property lines on the Irene property are installed. Debbie discussed signs on the posts. Electrical issues were discussed.

Kim discussed pool repairs and overcharges, creating a credit to our account.

## **Architectural Control Committee**

The property owner of 540 Irene delivered paperwork and payment for an addition to the home. Carol will begin keeping a log of ACC reviews.

## **Social Committee**

Beverly submitted documents to register for National Night Out. We will need to get invitations out to possible speakers.

## **Old Business**

Karl will check with Bill about the status of the cameras. Mike Merada will monitor the cameras.

Tom stated that letters were sent to the owners of 1239 Amanda.

Discussed setting up a Zoom meeting between Karl, Tom, Debbie, and Jim with Jessica regarding making the Irene property access safe and functional.

## **Action**

Karl will set up the meeting.

## **New Business**

Jim will contact Karl to update passwords.

Need to get the current meeting agendas on the website and establish a link.

Our Zoom meeting access is on a trial basis. Jim and Debbie will get it set up. As a non-profit, we will not be taxed.

## **Open**

Art discussed Kathy's displeasure with no available coffee creamer. Kathy will bring creamer for the next meeting.

**Meeting Adjourned: 7:42 PM**

## March 11, 2025 Board Meeting Minutes

| 2025 Board Members |                | Present | Absent |
|--------------------|----------------|---------|--------|
|                    |                |         |        |
| President          | Karl Krotzer   | X       |        |
| Vice President     | Tom Kajander   | X       |        |
| Secretary          | Carol Merada   | X       |        |
| Treasurer          | Deborah Howard | X       |        |
| Member at Large    | Kathy Simmons  | X       |        |
| Member at Large    | Stephen Jones  |         | X      |
| Member at Large    | Cyndi DeWitt   |         | X      |
| Member at Large    | Kim Thompson   | X       |        |
| Member at Large    | Jim Ruffing    | X       |        |

**Establishment of Quorum** – Yes

**Call to Order** - 7:00 PM

### Attendance

Mike Merada, Art Simms, Beverly Simms, Keith Markuson, Patricia Markuson, Bill Nicholson, and Pat Nicholson

### President

Karl welcomed all attendees.

We have had a good response in payment of annual dues. Karl discussed the upcoming pool opening. The February 2025 Minutes need to be approved

### Secretary

Karl moved to approve the February 2025 Minutes and Tom seconded. The Minutes were approved by all POA Board members present.

### Action:

February 2025 Minutes were approved.

### Financial

Discussed monies in the account and recent expenses. Discussed getting Tom listed on the Wells Fargo account

## **Maintenance**

Discussed fixing gutters and electrical issues. Considering placing a panel over the electric panel in the bathroom.

## **Pool and Clubhouse**

Clubhouse rentals are up.

Kim discussed pool repairs and overcharges. Kim will be looking for a new pool company once we get the account corrected. We will be looking for someone to open the pool on Sunday Mornings and close the pool each night. We will get together on April 27<sup>th</sup> to uncover the pool.

## **Architectural Control Committee**

540 Irene addition is approved. Discussed the shed for the McKenzies. Discussed the carport on Janet that is sagging. Discussed sharing the ACC log on Google drive. Property Owners need to follow the process.

## **Social Committee**

Approximately 20 people came to the Rainwater Capture workshop. Kim and Kathy will look into signs for the Speaker Series.

## **Old Business**

Jim is getting passwords changed.

Mike and Bill are getting together for Mike to monitor the cameras.

Tom discussed 1239 Amanda, what has been done, our options, and possibly filing a lawsuit. Tom will look for a new attorney to move forward.

Karl made the motion to file suit. Kathy seconded the motion.

## **Action**

We will move forward with filing a lawsuit against the property owner and her son.

## **New Business**

Karl will get with Matt to change Karl to a Facebook Administrator and to remove Matt from the recovery email.

We need to change the clubhouse lock.

Kim and Kathy will be getting the locks changed and getting 150 keys made for the pool and Irene property. They may also check on key fobs

**Meeting Adjourned:** 8:16 PM



[villagewestcl@gmail.com](mailto:villagewestcl@gmail.com)

Canyon Lake Village West Property Owners Association

Mailing Address: PO Box 1616, Canyon Lake, TX 78133

Clubhouse: 1262 Amanda Drive, Canyon Lake, TX 78133

The Board of the Property Association wishes to remove two individuals from our Wells Fargo Business Checking and Savings Account. The individuals we want removed are Rodney R. Harper-Schwakhofer and Sherrel Romano as Key Administrators. These individuals are no longer Board Members.

The Board wishes to add Tom Kajander, Vice President, and Deborah Howard, Treasurer, to the Wells Fargo Business Accounts as Key Administrators to have overall supervision and approvals for our accounts. Currently, Deborah Howard, Treasurer and Karl Krotzer, President, have signature access to the accounts.

The Village West Property Members Association is a non-profit association in the State of Texas. Charter No. 526624

Signed by

Karl Krotzer  
President

Tom Kajander  
Vice President

Deborah Howard  
Treasurer



## April 8, 2025 Board Meeting Minutes

| 2025 Board Members |                | Present | Absent |
|--------------------|----------------|---------|--------|
|                    |                |         |        |
| President          | Karl Krotzer   | X       |        |
| Vice President     | Tom Kajander   | X       |        |
| Secretary          | Carol Merada   | X       |        |
| Treasurer          | Deborah Howard | X       |        |
| Member at Large    | Kathy Simmons  | X       |        |
| Member at Large    | Stephen Jones  |         | X      |
| Member at Large    | Cyndi DeWitt   |         | X      |
| Member at Large    | Kim Thompson   | X       |        |
| Member at Large    | Jim Ruffing    | X       |        |

**Establishment of Quorum** – Yes

**Call to Order** - 7:00 PM

### Attendance

Mike Merada, Wanda Morrow, Keith Markuson, Patricia Markuson, Bill Nicholson, Sylvia Buchta, Sherrel Romano, Donald Mckenzie, Darla Mckenzie, and Mary Phillips

### President

Karl welcomed all attendees. The Amenity key distribution has begun. Discussed this meeting's agenda.

The March 2025 Minutes need to be approved

### Secretary

Karl moved to approve the March 2025 Minutes and Tom seconded. The Minutes were approved by all POA Board members present.

### Action:

March 2025 Minutes were approved.

### Financial

Discussed monies in the account. We have added the letter to get Tom listed on the Wells Fargo account to the March Minutes.

## **Maintenance**

Debbie stated the Irene property survey is complete. She discussed the costs of posts to mark the property lines. Debbie discussed the access driveway and enlarging it to 12 feet wide.

Speeding on Amanda was discussed. Kim has requested a speed monitor to gather data.

## **Architectural Control Committee**

There was an application for a carport at 2545 Connie Dr. Bill has left messages for the owner, with no response.

## **Social Committee**

Patricia discussed a Rainwater Capture Workshop set for February 12<sup>th</sup>. We have requests for Clubhouse rental.

## **Budget**

Debbie proposed that we accept the 2025 Budget. Karl seconded.

## **Action**

The Budget was approved by all POA Board members present.

## **Old Business**

Bill discussed an issue with the flood light. We will switch the flood light to a camera. He will coordinate with Kim and Debbie.

Follow up on action for the owners of 1239 Amanda. Tom may give the attorney a call.

Discussed Irene property needing brush clean up and meeting with adjacent property owner.

Discussed POA dues late fee and updating the fee schedule.

Jim and Karl will get together to change passwords.

## **New Business**

### **Board Elections**

Karl Krotzer will serve as President.  
Tom Kajander will remain as Vice President  
Carol Merada will remain as Secretary  
Deboarh Howard will remain as Treasurer.

## **Open**

Bill suggested having Social activities for Senior residents to get together during the day. There was discussion on how to get notice to residents as not as many Seniors may use email, maybe just put in mailboxes. We need to get the Social Committee to consider this.

**Meeting Adjourned:** 7:45 PM

## May 13, 2025 Board Meeting Minutes

| 2025 Board Members |                | Present | Absent |
|--------------------|----------------|---------|--------|
|                    |                |         |        |
| President          | Karl Krotzer   | X       |        |
| Vice President     | Tom Kajander   | X       |        |
| Secretary          | Carol Merada   | X       |        |
| Treasurer          | Deborah Howard | X       |        |
| Member at Large    | Kathy Simmons  |         | X      |
| Member at Large    | Stephen Jones  |         | X      |
| Member at Large    | Cyndi DeWitt   |         | X      |
| Member at Large    | Kim Thompson   | X       |        |
| Member at Large    | Jim Ruffing    | X       |        |

### Establishment of Quorum – Yes

**Call to Order** - 7:01 PM

### Attendance

Mike Merada, Keith Markuson, Patricia Markuson, Bill Nicholson, Pat Nicholson, Kathy Krotzer, and Jessica Cejka.

### President

Karl welcomed all attendees. We had a very successful opening for the pool. Discussed this meeting's agenda.

The April 2025 Minutes need to be approved

### Secretary

Kim moved to approve the April 2025 Minutes and Tom seconded (after correction). The Minutes were approved by all POA Board members present.

### Action:

April 2025 Minutes were approved.

### Financial

Discussed monies in the account. Discussed expenses, including pool service and key costs.

## **Maintenance**

Pool area.

The breezeway bathroom lights are repaired and go on and off automatically from dusk to dawn. The security cameras are working.

Irene property.

There was discussion regarding the Irene property easement. Jessica, the spouse of Grantor of the easement, wants to keep it natural.

Karl stated that we need a safe walkway for residents to access the property. The POA had sidewalk/stairs access to the property in the past. The POA's proposal is for a 5' wide stained concrete walkway, with caliche on the side of the remainder of the easement (7" wide) to match the stained concrete. A handrail would be later added by a different contractor. It was noted that the easement is 12' X 200'.

Karl moved to spend the funds and go forward on the plans. Tom seconded the Motion.

Jessica stated that she wants to have another meeting when she is in town (May 29 – June 7 or 8).

Karl iterated that we must have a paved walkway for safe access. It is better for the future, and also sustainable.

Jessica stated that the parties have to agree, she will not agree to a paved walkway, and it has been appropriate for the POA for 25 years.

Tom said that he would be happy to meet with Jessica when she is in town. Tom stated that things change in 25 years and we must have safe access to the property.

## **Amenities**

We have a good new pool service company and a surface vacuum for the pool. A neighbor, Mike, is assisting with the pool opening and closing.

## **Architectural Control Committee**

The carport addition at 701 Cindy has been completed and appears not to be 15' back.

The build at 1792 Patty in 2020 was approved in 2018.

Discussed the height of the structure at 2874 Colleen and its pending sale.

## **Social Committee**

The opening of the pool was a success.

## **Old Business**

The 1239 Amanda property has been cleaned up and there is no mention of the business, "Done Right Motor Repair" on Facebook.

Kim contacted the Comal County Assistant Engineer's office and they are willing to do a speed study on Amanda.

## **New Business**

The POA has a new password for the email account.

There was discussion regarding speed signs.

There was discussion about a cow at the end of Amanda. Animal Control determined it was safe. It does not follow under deed restrictions.

**Meeting Adjourned:** 8:05 PM

## June 10, 2025 Board Meeting Minutes

| 2025 Board Members |                | Present | Absent |
|--------------------|----------------|---------|--------|
|                    |                |         |        |
| President          | Karl Krotzer   | X       |        |
| Vice President     | Tom Kajander   | X       |        |
| Secretary          | Carol Merada   | X       |        |
| Treasurer          | Deborah Howard | X       |        |
| Member at Large    | Kathy Simmons  | X       |        |
| Member at Large    | Stephen Jones  |         | X      |
| Member at Large    | Cyndi DeWitt   | X       |        |
| Member at Large    | Kim Thompson   | X       |        |
| Member at Large    | Jim Ruffing    | X       |        |

### Establishment of Quorum – Yes

### Call to Order - 7:00 PM

### Attendance

Mike Merada, Bill Nicholson, Johnny and Jeannie Reyna, John and Kandice Collins, Beverly and Art Simms, Sandra Bourgeois, Barbara Ten Brink, Steve Farabee, Peter (Janet Drive), and Mary Neely

Via Zoom – Wanda Morrow and Jessica Cejka

### President

Karl welcomed all attendees to the June Meeting. He stated that we will update the ongoing business items.

The May 2025 Minutes need to be approved

### Secretary

Kim moved to approve the May 2025 Minutes and Tom seconded. The Minutes were approved by all POA Board members present.

### Action:

May 2025 Minutes were approved.

### Financial

Discussed monies in the account and expenses. We are getting income from property sales, architectural fees, and clubhouse rental. We are updating our records to better communicate with residents and to accurately collect dues. The Board's Insurance renews this month.

## **Maintenance**

Pool - The new pool company is great.

Clubhouse – The AC was checked and in good shape. The staircase handrails and some steps were repaired.

Irene property.

Debbie is concerned about the Oak trees and getting estimates to remove or prune. Sandra Bourgeois suggested Crown Tree Care.

## **Architectural Control Committee**

New submission for a new construction at 1066 Harriet. We need to review as this will be a second structure on the property. Tom will review with the attorneys.

We need further review regarding the carport addition at 701 Cindy, which is not 15' back.

## **Social Committee**

Discussed renting the clubhouse. Discussed getting rental dates and other activity dates on the Google Calendar.

## **Old Business**

Kim discussed the County providing a speed study. Upon leaving the meeting, we realized that the speed study on Amanda has begun

### Irene property

Tom met with Jessica and Dusty for a good conversation regarding the easement and safe access. All acknowledged that the access is perpetual and treacherous with the current road base and something needs to be done. A tree in the easement needs to be removed. Jessica and Dusty do not want anything permanent on the easement. A handrail is acceptable. They all agreed that litigation is only throwing away money and a compromise is best.

Jim had previously come up with the idea of possibly utilizing pavers with sand. At the time of the meeting, this was not known to Jessica and Dusty. Pavers would be suitable for wheelchairs and golf carts. Jim will get an estimate of the cost.

We do need what is best, at a reasonably cost, and amenable to all parties.

### Amanda property and Livestock

Sandra Bourgeois had concerns about a board member entering her Amanda property without consent to post a notice on the shaved ice hut. However, this was not accurate as Karl was on POA property (parking lot) to post the notice.

As to the goats, Sandra believes that she is permitted to have goats on a piece of property that is residential. She stated that she had no plans to remove the goats. This is not accurate.



Pursuant to the Village West Covenants, livestock (including chickens and goats) are only permitted on property with a residence, not vacant land.

### **Open Discussion**

Barbara ten Brink asked about a neighbor parking a trailer on Barbara's property. The POA has no jurisdiction over this, and it was suggested that she call the Sheriff.

Kenny Brannon asked about renting the Clubhouse for a pool party for Guardians of The Children Hill Country.

**Meeting Adjourned: 8:05 PM**

## July 8, 2025 Board Meeting Minutes

| 2025 Board Members |                | Present | Absent |
|--------------------|----------------|---------|--------|
|                    |                |         |        |
| President          | Karl Krotzer   | X       |        |
| Vice President     | Tom Kajander   |         | X      |
| Secretary          | Carol Merada   | X       |        |
| Treasurer          | Deborah Howard | X       |        |
| Member at Large    | Kathy Simmons  |         | X      |
| Member at Large    | Stephen Jones  |         | X      |
| Member at Large    | Cyndi DeWitt   | X       |        |
| Member at Large    | Kim Thompson   | X       |        |
| Member at Large    | Jim Ruffing    | X       |        |

**Establishment of Quorum** – Yes

**Call to Order** - 7:03 PM

### Attendance

Mike Merada, Bill Nicholson, Pat Nicholson, Terri and Maury Sticker  
Via Zoom – Sylvia Buchta, Rodney Sandoval, Dusty Cejka, Gary Freeland, Patricia and Keith Markuson

### President

Karl welcomed all attendees to the July Meeting. We will discuss the agenda and have reports. The June 2025 Minutes need to be approved

### Secretary

Jim moved to approve the June 2025 Minutes and Karl seconded. The Minutes were approved by all POA Board members present.

### Action:

June 2025 Minutes were approved.

### Financial

Utilities expenses are up for the summer. The monies brought in by the Voluntary Assessment and Donations exceeded expectations. We have given out 150 amenity keys. Karl noted that we are locating folks that have not paid dues.

## **Maintenance**

Discussed the lights in the breezeway bathrooms and the electrical wiring in the breezeway. Debbie is meeting an electrician to discuss.

Discussed the trees on the Irene property.

## **Architectural Control Committee**

Debbie gave Bill the documents for new applications. A detached garage for 1454 Laurie and new construction at 1066 Harriet.

Discussed the Tuff Shed for 211 Susie and whether it would be considered permanent.

The owners of 701 Cindy were in attendance and discussed the structure. Bill will meet with them at the property.

Discussed 1262 Janet and what was approved at the time.

Discussed creating a better process for approving ACC requests. Bill will work on revisions to the form that is used. Once a request is submitted, the ACC needs to manage. If there is an issue, then bring it to the Board.

## **Social Committee**

The pool is getting a lot of good use. Kim will check on arranging a bingo night.

## **Old Business**

### Speed Study

Kim discussed the speed study results. Most folks were not speeding, thus it was not recommended to lower the speed limit. We may ask for Sheriffs to perform speed radar checks. We are still in the queue to get a speed sign monitor. There was discussion on the pros and cons of speed bumps.

### Irene property

Jim has been attempting to get estimates on the cost of pavers. Dusty had not been made aware of the idea of pavers. Karl asked Dusty to consider the pavers. Once we get a detailed quote, we will relay it to Dusty and Jessica.

We do need what is best, at a reasonably cost, and amenable to all parties.

### Amanda property maintaining Livestock

The POA attorney has or will send an official letter as a courtesy to Sandra Bourgeois. If there is non-compliance, a second letter will be sent by the attorney.

### Clubhouse Carpet

Debbie will get estimates for new carpeting in the clubhouse.

**New Business**

We will work on written responsibilities for the Board members.

**Open Discussion**

Kim asked Cyndi about organizing a Bingo night.

**Meeting Adjourned:** 8:21 PM