

CANYON RIDGE SPRINGS POA
MINUTES OF MEETING
OF THE BOARD OF DIRECTORS

December 8, 2022

A meeting of the Board of Directors (the "Board") of Canyon Ridge Springs POA was held on Wednesday, December 8, 2022, at 29909 Montana Ridge Pass.

Members Present:

Larry Wright, Acting President
Kendra Lindly, Vice President
John Lunceford, Treasurer
Brian Barnes, Secretary

Other Attendees:

Jim Cook
Richard Cornett
Al Garcia
Jennifer Garcia

Larry Wright presided as Chairman and called the meeting to order at 6:28 p.m. Jennifer Garcia was acting secretary for the purpose of recording the minutes.

All Board members were present, constituting a quorum for the purpose of conducting business.

Proof of Notice

The notice of the meeting was posted on the community bulletin board and website at least seven (7) days prior to the date of the meeting.

Approval of Minutes

Larry Wright asked if anyone had any changes to the October board meeting minutes. Kendra Lindly asked that the minutes be amended to include the cost of the vinyl fence approved and installed on the entrance side of Cow Creek Road. Upon motion duly made and seconded, the minutes were adopted as amended.

Opening Remarks

Larry Wright stated that the Board received a resignation letter from Kent Wattinger. Larry explained, with this resignation and a previous resignation in June, there are two Board vacancies. Larry next discussed the call to nominations mail out, the responses received to date, the deadlines for submitting nominations, and the deadline for the Annual Meeting notice mail out.

Treasurer's Report

John Lunceford, Treasurer, presented the Treasurer's report. He discussed recent expenses including costs to repair the irrigation system. He reviewed the bank account balances as of November 26 and discussed actual expenditures versus budget year-to-date, noting the \$39,881.36 cost of the vinyl fence was the largest expenditure in 2022. John recommended the Board consider budgeting for future capital improvement needs.

A motion was made and seconded approving the Treasurer's report.

Next, a discussion ensued about POA income and investments and ways to increase returns. Larry Wright stated that Austin Telco was offering 3.25 percent on certificates of deposit. Following a discussion, a motion was made and seconded recommending the POA open an account at Austin Telco for POA investments.

Executive Committee Report

Larry Wright stated there was nothing to report.

Nominating Committee Report

Larry Wright reviewed the upcoming due dates for nominations for the Board and mailing the notice for the Annual Meeting. The Annual Meeting notice must be postmarked by December 21st and would also include the invoice for dues.

Infrastructure Monitoring Committee Report

Larry Wright presented the committee report.

He stated the gate keypad had been repaired and other minor repairs were performed to the gate by him and a couple of residents. Larry discussed future gate maintenance needs, including replacing the chains and batteries. Larry is still looking for a local gate company to handle minor repairs.

Larry discussed replacing the cedar posts between the stone columns with new cedar posts in the spring.

By-Laws Review Committee

Kendra Lindly, Chairperson of the By-Laws Review Committee, reported on the work accomplished by the committee. Referring to materials distributed in advance of the meeting, Kendra stated there were two categories of proposals: mandatory changes resulting from legislative changes to the Texas Property Code; and discretionary changes which include correcting inconsistencies in governing documents as well as proposed new changes. Kendra will address the changes at the Annual Meeting. She explained that mandatory changes are in effect by operation of law but need to be captured in governing documents. Discretionary changes would have a 45-60 day comment period before being finalized and submitted to the Lot Owners for a vote.

Policy and Procedures Advisory Committee

Jennifer Garcia gave the committee report. The Policy and Procedures Committee is responsible for drafting representations of policies and procedures that flow from the By-laws. The Board asked the Committee to draft onboarding materials for new Board members. Jennifer indicated she had gathered some materials but had not had time to draft documents for the Board to review in time for this meeting. The Board asked her to submit the information to them when available.

Architectural Review Committee

Jennifer Garcia presented the committee report. In October, the committee met and approved a request for a shed to be installed on Lot 30. Recently, the committee had been contacted by the owner of Lot 60 inquiring about the requirements for submitting house plans.

Old Business

The Board then discussed old business.

Larry Wright and Kendra Lindly reported on Annual Meeting matters, including mailouts, the agenda, and room reservations.

In other old business, Jeff Miller is working on a restricted section of the CRS website for lot owners only. Jeff has developed this section and it is currently being tested.

The Board then reviewed and closed out completed action items and decided to only list pending items on the action items list going forward.

New Business

Changes to the by-laws and CCRs have been addressed earlier in the meeting.

The Board discussed an insurance claim received involving the gate and damage to a vehicle. The Board will obtain witness statements from the residents present at the time of the incident.

The Board next discussed the CRS burn ban policy. A resident had requested clarification on the burn ban policy. Canyon Ridge Springs lies in both Travis and Burnet counties. In situations when one of the two counties is in a burn ban, the resident wanted to know why they were asked not to burn when the county in which their lot was located had lifted the burn ban. Larry Wright provided background on his experience with county burn ban decisions in his role as former Marble Falls Fire Chief. He discussed the factors considered when lifting or imposing a burn ban. Next, Al Garcia, Firewise Committee, reviewed information on the number of days in 2022 during which Travis or Burnet counties had been in burn bans. He reported there were approximately 30 days where one county was in a burn ban when the other county was not.

After discussion and upon motion duly made and seconded, the CRS burn ban policy restricting lot owners from burning on their properties unless both Travis and Burnet counties are out of a burn ban, was unanimously adopted.

Next Meeting Date/Location and Adjournment

The next Board will be held at Marble Falls Holiday Inn immediately preceding the Annual Meeting.

There being no further business to come before the Board, Larry Wright made a motion to dismiss, which was seconded. The meeting was adjourned at 8:10 p.m.

Summary of Action Items as of December 8, 2022

Action Item	Responsible	Status	Comment
Lot 28 Variance Request	Porter	In progress	Continuing collaboration with property owner
Fire Evacuation Plan	Garcia	In progress	Continue work on more formal plan; how to distribute; include map;
Community Plats	J Garcia	In progress	Confirm cost of obtaining copy of plats from counties versus surveyor
Set up investment account (90-day CDs) at alternative bank such as Capital One	Lunceford	In progress	
Explore CRS Website Page updates	Lindly/Miller	In progress	Partition area for access by membership; set up email notifications alerting membership to check website for new information; consider including community newsletter on website; remove eliminated committees
Develop Board Member "on boarding" educational packet	Lunceford/Garcia	In progress	
Gate Contractor	Wright	In progress	Larry to find a gate company for community
Sprinkler System	Wright	In progress	Larry to check on sprinkler head recently repaired and broken again
Develop ARC intro letter and submission checklist	Porter/Garcia/Buddenbaum	In progress	Drafts presented to board

/s/ Jennifer Garcia

Jennifer Garcia, Acting Secretary