

FINAL
Canyon Ridge Springs
POA Board Meeting Minutes
March 8, 2022

A meeting of the Board of Directors of Canyon Ridge Springs POA was held on Thursday, March 8, 2022, at 6:00 p.m., at 12113 Montana Springs Dr. James Stewart, President, called the meeting to order at 6:03 p.m.

Board Members Present

James Stewart, President
Kendra Lindly, Vice President
John Lunceford, Treasurer
Kent Wattinger, Secretary
Brian Barnes, Member-at-Large

Other Attendees

Jeff Porter, Al Garcia, Jennifer Garcia

Proof of Notice of Meeting

The notice of the meeting was posted on the bulletin board and website 10 days prior to the date of the meeting.

Approval of Prior Meeting Minutes

The Board had previously approved the minutes of the last board meeting held on December 1, 2021.

Review of Board Officer Assignments

The Board discussed assignments of new Board officers and the responsibilities associated with each position. Kent Wattinger indicated his preference not to serve as secretary. Brian Barnes volunteered to assume that position. Kent Wattinger will continue on the Board as Member-at-Large.

Review of Annual Meeting Action Items

The Board reviewed minutes of the 2022 POA Annual Meeting, held February 19, 2022. It was noted that Sharon McBride requested a copy of the annual meeting minutes. James Stewart will forward a copy to her. Additionally, a copy of the minutes will be posted on the community bulletin board and on the CRS website.

President's Report

James Stewart presented an update on the following issues:

1. Cow Creek Road
James spoke to Burnet county officials about the schedule for repair of the section of CR 328 between CRS and RM 1174. Scheduling is underway. Further updates will be provided as they are available.
2. Vinyl Fence Installation
The vendor has failed to complete the job for which he was hired and paid. The vendor has been contacted on several occasions and has committed to completing the work. As of this date, that has not occurred and follow-up calls have not been returned. Following discussion, the Board asked James to

continue his attempts to resolve this matter without legal action; however, the Board agreed legal action is an option, if necessary. An update will be provided at the next Board meeting.

3. CCR Property Issues Action

The Board requested that James prepare written communication to the owners to formally advise them of the violations and attempt to secure their agreement to make the changes necessary to bring them into compliance. An update will be provided at the next Board meeting.

During these discussions, the Board acknowledged the need for expansion of current or creation of new Board Committees to ensure compliance with CCRs, provide available legal and other actions for persistent non-compliance, and maintain the safety and integrity of the Canyon Ridge Springs community, especially with the number of sales of existing homes and anticipated new construction.

The Board agreed to the following motions:

- a. Motion by Kendra Lindly and seconded: *Activate the Policies and Procedures Committee*. This committee will serve to draft representations of policies and procedures that flow directly from the CRSPOA By-Laws. Jennifer Garcia agreed to spearhead this committee, expand its governing documents and identify potential members.
- b. Motion by Kendra Lindly and seconded: *Create a new committee called the Community Assessment Committee*. This committee will assess each property on a regular basis to verify compliance with CRS POA CCRs and ensure the safety and integrity of the CRS community. Kendra Lindly will spearhead this committee, create its initial governing documents and identify potential members.

Other Discussion

The Board also addressed the topic of whether garages were required. The Board believes the intent of the CCR's is that a garage is required as part of a residence. The Board recommended this be clarified when any update to the CCR's is done.

James Stewart brought to the Board's attention that any separate living residence is required to have an individual water meter. The Board asked that the Community Assessment Committee evaluate how many residences this impacts when it does its initial community assessment. The Board believes it to be only a few.

It was noted that 2738 is the code for the padlock on the gate to the picnic area.

Committee Reports

Firewise - Al Garcia discussed recertification of CRS as a Firewise Community and the work needed to maintain this certification.

No other committee reports were submitted.

Review of Committee Applications

The Board agreed to defer assignment of Committee Chairs and Members until the next meeting. In the meantime, recruiting of members for the Policies and Procedures Committee and the Community Assessment Committee will begin.

Treasurer's Report

John Lunceford reviewed current financial reports and shared with the Board how he currently manages CRS POA assets using QuickBooks. John feels strongly that we need a check and balance process to ensure financial management integrity. The Board agreed. An overview of the process will be presented at the next Board meeting.

Other New Business

The Board discussed the following New Business

- Gate FOBs - All of the existing gate FOBs have been distributed. As a result, we are in need of additional FOBs. John will order an updated supply.
- Fees - There is an opportunity to increase fees charged by the POA for the issuance of resale certificates to more accurately reflect the amount allowed by law and what is being charged by other POAs. The Board agreed to move forward with an increase.
- CRS Website - Two POA websites currently exist: the original version created by Gary McGuire and the updated version created by Jeff Miller. The Board discussed the possibility of moving to the newer format, however, many residents expressed a desire to stick with the older, more familiar version for now. The Board will consider updating to an updated format in the future. Kendra Lindly will advise Jeff Miller that we will continue to use the existing format. John Lunceford will work with Jeff to ensure we are not duplicating costs.

Adjournment

With all business concluded, the meeting adjourned at 8:32 p.m.

Respectfully Submitted,

Brian Barnes, Secretary