

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

April 12, 2023

A meeting of the Board of Directors (the "Board") of Canyon Ridge Springs POA was held on Wednesday, April 12, 2023, at 11100 Montana Springs Drive, Marble Falls, Texas.

**Members Present:**

Larry Wright, President  
Kendra Baldwin, Vice President  
John Lunceford, Treasurer  
Jennifer Garcia, Secretary  
Jim Cook, Member-at-Large

**Other Attendees:**

Larry Baldwin  
Al Garcia  
Maria Lim  
Jeff Porter

Larry Wright presided as Chairman and called the meeting to order at 6:37 p.m. Jennifer Garcia was Secretary to record the minutes. Larry reported that the Board met in Executive Session immediately before the meeting, from which there were no items to be added to the minutes.

Proof of Notice

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

Approval of Minutes

Larry Wright asked if anyone had any changes to the March board minutes. There were none, and upon motion, the minutes were adopted as presented.

Opening Remarks

Larry Wright welcomed everyone to the meeting.

Treasurer's Report

John Lunceford gave the Treasurer's report with financial and banking information reconciled through March 31. John reported that income for the period was 5 percent higher, about \$2,000 more than budgeted, due to fees such as resale certificates, late fees, and the sale of gate fobs. These items are not relied on for budgeting purposes. John reported a \$962.14 increase in capital on the CD at Austin Telco, which will mature in June.

Upon motion, the reports were approved as submitted. A copy of the entire Treasurer's report is attached to these minutes.

#### Infrastructure Monitoring Committee Report

Larry presented the committee report. He discussed recent issues with the gate. Larry reviewed three bids he received to repair the front sprinkler system. The high bid was \$1,200; the next bid was \$800 plus \$150 an hour to trace the wires. The lowest bid included the module regulation and drafting for a flat fee of \$500. Upon motion, all Board members, except for John Lunceford, who recused himself, voted to approve accepting the \$500 ECO bid to repair the front sprinkler system.

Larry next asked if Kendra had an update on talks with the USPS regarding the POA's desire to install a parcel locker. Kendra spoke with our mail carrier and received confirmation that if a parcel locker were installed, the mail carrier would place oversized packages in the parcel locker. Larry then provided details on the parcel locker he thought would best serve the community. The parcel locker would cost \$422, measure 48" long and 2' wide, and be weatherproof. A discussion followed about drilling drain holes in the bottom and adding screening to keep out snakes and scorpions. Larry will have the parcel locker painted following installation. Upon motion, the Board approved the expenditure for purchasing the parcel locker.

#### By-Laws Review Committee

Kendra reported that the comment period for Members ended at noon yesterday. She has ranked the issues raised, which she will share with the Board when completed. The ballots will use the same format used for the previous bylaws change.

Members will be asked to vote on each change separately. Ballots will include discretionary changes. Mandatory changes are posted on the website. Official ballots be mailed through the USPS on April 20. They will consist of stamped, self-addressed envelopes for returning the ballot. Property owners must sign and return the ballot by USPS mail so that the POA receives the ballot by May 22.

The ballots will be collected by the Treasurer and delivered unopened to the Secretary. Two POA volunteers will open the envelopes, tally the votes individually, and then compare their results. A draft ballot tabulation process will be submitted for Board review at the May 17 Board meeting.

#### Architectural Review Committee

Jeff Porter, the Chairperson, gave the Committee Report. He reported that the ARC approved screening for the existing LP gas cylinder and a homeowner identification sign, to be at most 12 square feet and using the same materials as on the home, for Lots 40/41.

Lot 59 was also approved for a homeowner identification sign to be at most 12 square feet, which is attached to a planter. Jeff reported that the planter is considered a landscape feature and, as such, does not fall under the ARC purview. The homeowner identification sign was approved.

Lot 107 has submitted a request for a secondary structure with a composition roof to match the residence and cementitious lap siding on all four sides, which is also on the rear of the home. This item is currently pending.

Policy and Procedures Advisory Committee

Jennifer Garcia, Chairperson, had nothing to report.

Old Business

Jennifer Garcia reported that CRS plats were obtained from the surveyor and distributed to the ARC President, and a copy was filed with the official records of the POA. The Board is exploring how to get the very large format documents on the website.

Larry Wright previously provided an update on getting a package parcel locker and a front gate sprinkler controller.

Next, Larry provided an update on the Picnic plans. Elaine Sorsby sent a report to the Board with 38 expected at the picnic, which is close to the previous average of 40 attendees. In her report, Elaine outlined the expected costs versus the \$500 budget, noting a significant increase in charges for the portable restroom over past years. The Picnic Committee asked for a 20% increase in the budget to cover the increased costs and allow funds to purchase additional items. Following a discussion, the Board voted not to increase the budget for the picnic.

John Lunceford reported on using Google Groups to distribute the revised Outdoor Burn Guidelines.

New Business

Kendra Baldwin reported that she was considering several ideas to increase attendance at the Annual Members Meeting and would provide more details at a future Board Meeting.

The May 17 Board meeting will be at 6:30 p.m. at 11100 Montana Springs Drive.

Upon motion, the meeting adjourned at 8:02 p.m.

/s/ Jennifer Garcia, Secretary

Actions Voted On:		
	Approved	Not Approved
March Minutes	X	
Treasurer's Report March	X	
Front gate sprinkler repair	X	
Parcel box	X	
Increase Picnic Budget		X

## Canyon Ridge Springs POA

## Balance Sheet

As of April 12, 2023

	Apr 12, 23
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
Austin Telco Savings	
6 Month Share Certificate 3.25%	120,000.00
Austin Telco Savings - Other	989.79
Total Austin Telco Savings	120,989.79
Wells Fargo Checking-8979	42,365.11
Wells Fargo Savings-8243	27,550.80
Total Checking/Savings	190,905.70
Accounts Receivable	
Accounts Receivable	400.00
Total Accounts Receivable	400.00
Total Current Assets	191,305.70
<b>Fixed Assets</b>	
1. Fixed Assets	
1. 5 Yr. Computers	
Dell Computer	595.00
Total 1. 5 Yr. Computers	595.00
2. 7 Yr. General Purpose Equip.	
Mailboxes and Bulletin Board	10,000.00
Total 2. 7 Yr. General Purpose Equip.	10,000.00
3. 15 Yr. Land Improvements	
Concrete Skirting	54,486.00
Concrete Skirting (2020)	31,970.00
Concrete Skirting (2021)	40,691.00
Front Gates	20,000.00
Front Vinyl Fencing	53,455.91
Pavillion	42,602.00
Total 3. 15 Yr. Land Improvements	243,204.91
Total 1. Fixed Assets	253,799.91
2. Accumulated Depreciation	-127,133.00
Total Fixed Assets	126,666.91
<b>TOTAL ASSETS</b>	<b>317,972.61</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
Accounts Payable	132.43
Total Accounts Payable	132.43
Total Current Liabilities	132.43
<b>Long Term Liabilities</b>	
Road Impact Assessment Deposits	3,000.00
Total Long Term Liabilities	3,000.00
Total Liabilities	3,132.43

Canyon Ridge Springs POA

**Balance Sheet**

As of April 12, 2023

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	Apr 12, 23
<b>Equity</b>	
Opening Balance Equity	30,000.00
Retained Earnings	243,550.58
Net Income	41,289.60
<b>Total Equity</b>	<b>314,840.18</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>317,972.61</b>

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## Canyon Ridge Springs POA

## Profit &amp; Loss

January 1 through April 12, 2023

	Jan 1 - Apr 12, 23
Ordinary Income/Expense	
Income	
Assessment Dues	19,075.00
Capital Assessments	21,800.00
Late Fees	25.00
Lot Resale	750.00
Sale of Gate Openers	50.00
Total Income	41,700.00
Gross Profit	41,700.00
Expense	
Accounting	50.00
Annual Meeting	313.74
Electricity	260.99
Gate Openers Purchased	224.08
Misc.	375.00
Water	148.73
Total Expense	1,372.54
Net Ordinary Income	40,327.46
Other Income/Expense	
Other Income	
Interest on Capital Funds	962.14
Total Other Income	962.14
Net Other Income	962.14
Net Income	41,289.60

**Canyon Ridge Springs POA**  
**Profit & Loss Budget vs. Actual**  
 January through March 2023

	Jan - Mar 23	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Assessment Dues	19,075.00	19,075.00	0.00	100.0%
Capital Assessments	21,800.00	21,800.00	0.00	100.0%
Interest	0.00	0.00	0.00	0.0%
Late Fees	25.00	0.00	25.00	100.0%
Lot Resale	750.00	0.00	750.00	100.0%
Misc Revenue	0.00			
Sale of Gate Openers	50.00	0.00	50.00	100.0%
<b>Total Income</b>	<u>41,700.00</u>	<u>40,875.00</u>	<u>825.00</u>	<u>102.0%</u>
<b>Gross Profit</b>	41,700.00	40,875.00	825.00	102.0%
<b>Expense</b>				
Accounting	50.00	50.00	0.00	100.0%
Annual Meeting	313.74	300.00	13.74	104.6%
Beautification	0.00	0.00	0.00	0.0%
Computer and Sftwr Expenses	0.00	0.00	0.00	0.0%
Electricity	260.99	273.00	-12.01	95.6%
Front Gate	0.00	0.00	0.00	0.0%
Gate Openers Purchased	224.08			
Insurance Expense	0.00	0.00	0.00	0.0%
Landscaping and Groundskeeping	0.00	0.00	0.00	0.0%
Legal Expenses	0.00	30.00	-30.00	0.0%
Office Supplies	0.00	0.00	0.00	0.0%
Picnic	0.00	0.00	0.00	0.0%
Postage and Delivery	0.00	0.00	0.00	0.0%
Printing & Supplies	0.00	0.00	0.00	0.0%
Property Taxes	0.00	0.00	0.00	0.0%
Repairs and Maintenance	0.00	500.00	-500.00	0.0%
Safety Deposit Box	0.00	0.00	0.00	0.0%
Water	148.73	440.00	-291.27	33.8%
Web Site	0.00	0.00	0.00	0.0%
<b>Total Expense</b>	<u>997.54</u>	<u>1,593.00</u>	<u>-595.46</u>	<u>62.6%</u>
<b>Net Ordinary Income</b>	40,702.46	39,282.00	1,420.46	103.6%
<b>Other Income/Expense</b>				
<b>Other Income</b>				
Interest on Capital Funds	962.14	0.00	962.14	100.0%
<b>Total Other Income</b>	962.14	0.00	962.14	100.0%
<b>Other Expense</b>				
Capital Expenditures	0.00	0.00	0.00	0.0%
<b>Total Other Expense</b>	0.00	0.00	0.00	0.0%
<b>Net Other Income</b>	962.14	0.00	962.14	100.0%
<b>Net Income</b>	<u><u>41,664.60</u></u>	<u><u>39,282.00</u></u>	<u><u>2,382.60</u></u>	<u><u>106.1%</u></u>