

CANYON RIDGE SPRINGS, INC.

BOARD MEETING AGENDA

DATE: May 11, 2013

TIME: 1:00 PM

LOCATION: Elliott Guest House
512-355-3237

PHONE:

- 1) Call to order: President, Stephen Nash
- 2) Old Business:
 - a) Website management, Doug Campbell
 - b) Town Hall Meeting, Brent Fisher
 - c) Board member to review Website and Newsletter content, Stephen Nash
 - d) Landscaping of the CRS entrance gate, Stephen Nash
- 3) Committee/Officer reports:
 - a) Treasurer's report, Doug Campbell
 - b) CCR revision committee, Paula Guerrero
 - c) Architectural Review Committee, Brent Fisher
 - d) Infrastructure Committee, Doug Campbell
 - 1) Survey of lots in need of tree removal
 - 2) Estimate of cost of tree/debris removal
 - 3) Notification letters
- 4) New business
 - a) Board procedures and communication
 - b) POA Directory update
 - c) POA 4th of July celebration

CANYON RIDGE SPRINGS, INC.

BOARD MEETING AGENDA

Meeting called by: Stephen Nash, President **Type of meeting:** Board

Facilitator: Stephen Nash **Secretary:** Vicki Elliott

Location: Elliott Guest House

Board Members present: Stephen Nash, Doug Campbell, Brent Fisher, Rick Guerrero, Vicki Elliott

Guests: Fran Berns, Susan Fisher

- 1) The meeting was called to order by President, Stephen Nash.
- 2) Under old business:
 - a) Guest, Fran Berns presented a report on updates to the CRS website and newsletter. He explained how the content had been rearranged and expanded to be more “user friendly”. Board members discussed addressing questions submitted by property owners to the website and ongoing difficulties with questions being submitted via the website directed to the Board. Currently not all Board members receive these questions and comments, resulting in delayed response back to the property owner. Mr. Berns stated he will create a new “contact the Board” address which will direct all questions and comments to all Board members. Board members discussed the current forum format allowing all property owners to post comments and questions versus a “FAQ” section containing answers to frequently asked questions. Board members also discussed providing a link from the CRS website to the CRS Facebook page. The Board members agreed, in light of some privacy concerns, no link would be established at this time
 - b) Brent Fisher, Vice President and member of the CCR revision committee, presented a report on the recent Town Hall meeting, held to allow property owners to voice concerns and suggestions regarding revision of the current CRS POA CCR’s. Among concerns voiced: visible recreational vehicles and propane tanks, roof material, exterior colors, wind energy, water conservation, and consistent length of concreted private drives. The Board briefly discussed variances granted and changes to original submissions to the ARC without notification to the ARC . Revision of the CCR’s to be more broad versus more specific were also discussed. The process for addressing non-compliance was also discussed. Board members discussed the current voting requirement to revise the CCR’s and the difficulty of obtaining a sufficient number of votes. Mr. Fisher plans to continue obtaining contact information for all property

owners and possibly contacting property owners by phone or email to encourage them to participate in voting or designate a proxy to vote for them.

2) Old business continued:

c) Board members agreed the Board President and Treasurer would be responsible for reviewing content posted on The CRS website and in the quarterly newsletter.

d) Stephen Nash, President, reviewed suggestions received via email regarding modification of the landscaping around the CRS entrance gate. Board members agreed to discuss further plans via email and make a decision regarding how to proceed. It was suggested that any work be deferred until fall.

3) Committee Reports:

a) Doug Campbell, Treasurer, presented the current year-to-date financial report. A new lawn maintenance company, Hill Country Maintenance, has been hired to maintain the CRS POA Park and roadside easements in the community, resulting in an increase of \$100.00 each time the park is mowed. Mr. Campbell reported he is currently reviewing bids for tree removal in the community.

b) Brent Fisher, member of the CCR Revision Committee, reported on committee activity including planning of the Town Hall meeting .

c) Brent Fisher, Chairman of the ARC, reported on actions taken by the Committee. Current members of the committee include Fran Berns, Dave Matthews and Jennifer Garcia. The committee has approved three applications in the past quarter. Mr. Fisher also reported he is currently working on a new application form which should streamline the application process.

d) Doug Campbell, Chairman of the Infrastructure Committee, reported surveying the community with a tree removal contractor to identify trees in need of removal. Mr. Campbell reported that 15-20 lots have trees in need of removal. The contractor estimated the cost of removal of these trees would be approximately \$5000.00 (\$1000/day x 5 days). President Stephen Nash asked if the POA would bear liability for any injuries occurring while the removal crew was on POA property. After brief discussion, Board members agreed Mr. Nash would investigate the possibility of hiring an attorney to advise the Board on issues such as liability. Board members discussed notification of property owners whose lots contain trees in need of removal and the process of proceeding with tree removal.

Mr. Campbell noted concerns of property owners when the entrance gate is locked open overnight, possibly by contractors working in the community. After brief discussion, Mr. Campbell made a motion that contractors would be issued a temporary gate code which would be inactivated once the work was completed. Rick Guerrero seconded the motion; the motion carried.

Mr. Campbell suggested spraying the roadside easements in the community for weed control at a cost of \$300.00. Board members agreed to proceed with spraying.

4) Under New Business:

a) Board members discussed communication between Board Members, as well as Communication between Board members and property owners. It was agreed that any communication between Board members related to Board or POA issues would be copied to all Board members. It was also agreed that the Board President would respond to all inquiries from property owners or, when appropriate, refer the question to another Board member to be answered.

4) New Business continued:

b) Brent Fisher reported he is continuing to work on a POA directory that will contain all contact information for all property owners. Mr. Fisher plans to create an electronic file to be posted on the CRS website as a password protected file available to property owners only.

c) Board members discussed a community-wide 4th of July celebration to be held in the CRS POA Park. Mr. Campbell reported \$250.00 has been budgeted for the celebration and suggested using these funds to have some or all of the food catered. Options discussed having only meat catered and asking property owners to bring side dishes and dessert, or having meat, potato salad and beans catered, with property owners contributing dessert. Board members agreed that soda, water and possibly ice tea would be provided and property owners would bring any additional beverages themselves. Mr. Campbell stated his wife, Debbie, had volunteered to obtain prices for catering. Susan Fisher volunteered to assist Debbie. Barbara Matthews had also indicated interest in assisting; Mrs. Campbell will contact Barbara about assisting with the planning.

Board members agreed to post a notice on the POA website advising that the 4th of July celebration would include a morning parade followed by a barbecue dinner in the evening. Property owners will assemble in the park between 9 AM and 10 AM with the parade to begin at 10 AM and barbecue to be served in the park beginning at 6:30 PM.

There being no further business, Vicki Elliott moved the meeting be adjourned. Brent Fisher seconded the motion. Motion carried.

ACTION ITEMS:

1) Mr. Berns will create a new "Contact the Board" icon to ensure all questions/ comments from property owners will be directed to all Board members.

2) Brent Fisher will continue to work with the CCR revision committee and report back to the Board at the next scheduled Board meeting.

- 3) Stephen Nash will explore the option of retaining a lawyer familiar with HOA/ POA law to advise the Board on specific issues.
- 4) Brent Fisher will continue developing a Property Owners' Directory
- 5) Doug Campbell will arrange spraying of the roadside easements.
- 6) Doug Campbell will prepare and send notification letters to property owners whose lots contain trees in need of removal.
- 7) Doug Campbell will provide temporary gate codes to contractors working in CRS.

CCR Report, May 2013

Membership: Paula Guerrero, Chair

Lynda Wright and Brent Fisher, returning committee members

David Matthews added for ARC perspective to replace Stephen Nash

Activities: February—

Contacted Dave about joining the committee, who accepted
Planned the CCR Town hall, at the "Barn on the Cove" (aka, the Berns' residence) for the afternoon of March 23rd

March—

Created Town hall flyers and distributed to known email addresses
Posted a Town hall flyer at the post boxes
Held the Town hall meeting, with 17 property owners in attendance

April—

Town hheball notes from Lynda and Brent were sent to Paula

CCR Town hall meeting notes from March 23, 2013

Attendance: (17)

CCR Re-write committee—Paula Guerrero, Lynda Wright, Dave Matthews, Brent Fisher

Property owners—, Fran & Candice Berns, Larry Wright, Bill Holden, Judy Drew, Harry Guier, Jody Lester, Debbie Campbell, Jennifer Garcia, David & Georgeann Hunt, and Susan Fisher

Hot topics: Visible (unscreened) RVs and propane tanks

Exterior finishes—reflective roofs, shed material (matching house materials)

Conservation—“dark sky” lights, solar panels, wind energy & water

Driveways—private driveways less than 30’ and commercial driveways unpaved

Chickens and poultry are not wanted

Opinions: Some like having CCRS and do not want to reduce restrictions

Some want the committee to “aim lower” (fewer restrictions)

Some want balance

Issues: Interpretation of CCR language based on precedence vs. language context

How to address out of compliance—

- Some want to grandfather existing out of compliance
- Many question who will enforce compliance
- What to do when improvement is not what ARC approved

Variances: not accepting that they set precedence as a legal matter

How to get changes in the CCRs approved

- Vote on small sections vs. cross-references
- Vote on line item (each distinct article in every section)
- Distribution electronically vs. hard copy (physical) mailings
- Obtaining proxy votes from owners with property for sale

ARC Report, May 2013

Membership: Brent Fisher, Chair

David Matthews and Fran Berns, returning committee members

Jennifer Garcia, added to the committee

Requests: February, David Matthews for a garden shed—Approved

March, Rodger Elliott for rain collection barrels—Approved

April, Jennifer Garcia for railings and benches—Approved

Other business:

Effort to establish a standard process and approval form that would streamline and simplify for both the committee and the POA. Intent was to focus on what is defined in the CCRs and minimize debate on non-issues. This has been deferred due to lack of agreement on format and grammar.