

**FINAL**  
**CANYON RIDGE SPRINGS POA**  
**MINUTES OF THE 2020 ANNUAL MEETING OF MEMBERS**  
**January 30, 2021**

A meeting of the members of the Canyon Ridge Springs Property Owners Association ("CRS POA") was held on Saturday, January 30, 2021 at 1:00 p.m., at the CRS Pavilion.

**CALL TO ORDER AND OPENING REMARKS**

- Susan Fisher, President, presided as Chairman and called the meeting to order at 1:08 p.m.

**ROLL CALL**

- Sean Finke, Secretary reported that in addition to himself four (4) other board members (Susan Fisher, President; James Kitchens, Treasurer; Candy McGuire, Vice President; Rick Guerrero, Member-at-Large) were present as well as the owners of fourteen (14) lots. Along with those in attendance thirty-two (32) additional ballots regarding voting for new board members were received via mail. A total of forty-six (46) lots were represented. Therefore, in accordance with Article 4, Section 7 of the Bylaws a quorum was present for the purposes of conducting business
  - o Quorum: The Members holding at least twenty (20%) of the votes entitled to be cast as a meeting of Members, represented in person or by mailed ballot, as such votes are allocated pursuant to the provisions of these Bylaws and the Declaration, shall constitute a quorum at the meeting of members

**PROOF OF NOTICE OF MEETING**

- Sean Finke, Secretary, stated that the notice of the meeting was posted on the CRS POA Website and on the bulletin board at least thirty (30) days prior to the meeting as required by CRS Bylaws

**REVIEW OF 2020 ANNUAL MEETING MINUTES**

- The 2020 CRS POA Annual Meeting Minutes were posted to the Website of the Association; however, the following corrections were brought to the attention of the POA Members:
  - o The Bylaw Amendment presented at the 2020 Annual Meeting was approved. While it was originally thought to have failed, however, after a re-read of the Bylaws by the Committee it was discovered that pursuant to Article 13 Amendments at page 24 of the CRS Bylaws the Amendment was approved by an affirmative vote of the majority of the Members present at such meeting.
  - o The Bylaw Amendment corrected the CRS website and email address
- The 2020 minutes were approved as corrected.

## **OFFICER REPORTS**

- President's Report
  - o Susan Fisher, President, provided a written report that was distributed in the Annual Packet mailed to the POA which gave an overview of the major events in the CRS POA in 2020
    - Due to the COVID-19 pandemic, the Board of Directors kept its activity to a minimum
    - Prior to the pandemic, with the help of volunteers, low hanging branches were trimmed and a chipper was rented to chip trimmed branches
    - The front gate area had 6 new plants added and rocks were returned to the island flowerbed
    - The board began working with Trent McNeil, Technician for the Texas Wildlife Damage Management (TWDM) regarding the feral hog problem in CRS
    - Integrity Paving and Coating completed seal coat of Montana Springs Drive
    - The Board canceled the Annual Picnic due to the COVID-19 Pandemic
    - The Board granted 1 exemption and 1 appeal
    - The Neighborhood Directory and Welcome Packet were updated regularly
    - Periodic emails with neighborhood updates were sent to the POA
  - o No further questions asked
- Treasurer's Report
  - o James Kitchens, Treasurer, reviewed the summary of expenses, revenues and balances of accounts for 2020.
    - The 2021 lot assessment total was unchanged at \$375 but was realigned to fit better with operating costs

<b><u>Financials</u></b>	<b><u>December 31, 2020</u></b>
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Capital Balance	\$180,406.57
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Checking Balance	\$10,240.92
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Total	\$190,647.49
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- Resale Certificates: 11 closed, 1 pending
- Capital Expenditures FY2020
  - Integrity Paving (seal coating and small asphalt repairs of Montana Springs Drive)- \$31,970
- Planned Capital Expenditures for FY2021
  - Integrity Paving (seal coating the remaining neighborhood roads) - \$18,840

- The Treasurer's Report in its entirety was submitted for filing with the Records of the CRS POA

## **COMMITTEE REPORTS**

- Architectural Review Committee (ARC)
  - Candy McGuire reported on the following:
    - ARC approvals for 2020
      - 2 homes, 1 casita, 1 deck, 1 shed, 1 pool, 3 fences, 1 carport, 1 irrigation well/tank
    - ARC denials for 2020
      - 1 home
    - The ARC report was submitted for filing with the Records of the CRS POA
- Firewise Committee
  - Al Garcia not present, so report presented by Susan Fisher presented
    - Renewed as a Firewise Community for 2021
    - 1619 firewise hours submitted
    - \$5150 spent in Firewise maintenance
    - Reminded to keep a record of hours spent on Firewise activities and machine rentals to submit to Al Garcia in order to keep certification
- Bylaws Committee
  - Susan Fisher presented the following information
    - Bylaw Amendment presented at the 2020 Annual Meeting to change CRS website and email address was actually approved pursuant to Article 13 Amendments (CRS Bylaws at page 24)
    - the Bylaw Amendment was filed in both Burnet and Travis counties
    - Susan will clarify if amendment needs to be reported to the state
- Infrastructure Committee
  - Sean Finke reported on the following completed projects for 2020
    - Replaced 9 light bulbs at front gate
    - Replaced 1 complete light housing with LED floodlight
    - Contacted Austin Estate Gate regarding cost savings opportunities
      - Agreed to lowering inspection frequency from quarterly to biannually to save costs
      - Assessed damaged fenceposts for repair needs
      - 126 vertical and 38 horizontal posts need replacing
      - In order to keep costs low and prevent an increase in annual POA dues, the committee does not plan to do any extensive work on the fence at this time
      - Minor repairs and occasional replacement unsalvageable rails will continue
    - Checked and fixed sprinkler heads at front gate
    - The following work was performed by members of the Committee

- The front gate area was weeded
    - Plants, compost, and Preen were purchased for front gate area for \$219
    - The purchased plants were planted, and rocks returned to the beds
  - Continued with neighborhood mowing with RCL
    - This included having the entire fence line at the front of the neighborhood once
    - In the future neighborhood mowing will include easement to Lots 100-103
  - Initial road patchwork was required PRIOR to seal coating at the following locations:
    - Montana Springs DR cul-de-sac (180sf)
    - Montana Springs Dr (156sf)
    - Entry/Exit Gate area (432sf)
  - Seal coating was completed by Integrity for Montana Springs Drive
- Sean Finke reported on the following projected plans for 2021
  - Road Maintenance: The following maintenance will need to be scheduled for the hot summer months
    - Patchwork on Montana Creek Crossing, Montana Ridge Pass, and Montana Springs Cove will need to be completed prior to seal coating in an amount to meet the minimum cost threshold for Integrity services
    - Seal Coating Montana Creek Crossing, Montana Ridge Pass, Montana Springs Cove, and Easement road to lots 100-103
  - Continue hanging fallen fence rails at the front of the neighborhood, replacing those that cannot be repaired
  - Trimming trees along Montana Springs Drive and the park
    - It was brought to the attention of the Committee that to prevent spread of oak wilt, this project will have to be delayed until the end of 2021
    - Out of concern for safety, the committee proposed getting bids on hiring the work done
- Nominating Committee
  - Susan Fisher reported on the following
    - for the 2021 Board Election we had three candidates (Michael Jrab; John Lunceford and Jeff Miller)
    - In 2022 there will be 3 positions open on the Board. Susan encouraged members of the POA to run for the Board, stating that in order to remain a self-managed POA we need people to serve as Board Members.
    - A nominating committee will be formed in 2021 and a call for volunteers willing to serve on the Board will be sent out in accordance with the Bylaws
- Fall Picnic Committee

- Susan Fisher reported:
  - Canceled in 2020 due to COVID-19
  - Hopefully will be able to resume 2021
  - Volunteer for the picnic committee if interested

### **OLD BUSINESS**

- Unfinished business discussed
  - Rick Guerrero asked about timing for the 2<sup>nd</sup> road repairs
    - Sean Finke clarified that it will be in the heat of the summer, probably June/July/August

### **NEW BUSINESS**

- Feral Hog Trapping
  - Carl Rose has the POA's small trap and will deliver it to any POA Members who are interested in using it. Carl also offered to help POA Members set up the trap and dispose of any hogs trapped.
  - Susan Fisher provided more information on feral hog trapping
    - CRS is on the Texas Wildlife Damage Management's waiting list for their large trap
    - A POA Member has graciously offered their lot again for trapping
    - There are "for-hire" companies that help areas try to control the feral hog problem but there is usually a large fee associated with those and the hogs will not be completely eradicated. However, the decision on the use of "for-hire" company would be for the new Board of Directors to decide.
    - The best solution for eradicating feral hogs is to install a hog fence around neighborhood; however, would be too cost prohibitive
- Fence Repairs
  - Bonnie Safarick offered to continue fixing fence rails as needed
- Election of New Board Members:
  - three candidates for the two open positions. Candidates were Michael Jrab, John Lunceford, and Jeff Miller.
  - 50 lots cast valid ballots
  - The New Board Members elected were:
    - John Lunsford and Jeff Miller

### **CONSIDERATION OF ADEQUACY OF RESERVES**

- James Kitchens, Treasurer stated that there are adequate reserves at this time

## **ANNOUCEMENTS**

- The next Board Meeting will be held Monday, February 22, 2021 at 7pm at 11709 Montana Springs Drive
- Since there was no further business, a motion was made by James Kitchens, with a second by Candy McGuire in favor of adjourning the meeting
- The meeting adjourned at 1:44 p.m.