CANYON RIDGE SPRINGS PHASE ONE
PROPERTY OWNERS' ASSOCIATION. INC.
MEETING MINUTES - BOARD OF DIRECTORS
WEDNESDAY, OCTOBER 14, 2026
6:00 P.M. AT 12113 MONTANA SPRINGS DRIVE

- Call to order – The meeting was called to order by President, John Lunceford, at 6:00 p.m.
- Board Members Attending: John Lunceford, Shelly Knapp, Elaine Sorsby, Marc Bone, Donna Wright
- Board Members Absent: None
- Others Attending: Brian Berger, Lynda & Larry Wright, Dave Buddenbaum, Sean Finke, Channyce Havrda, Skip Rickert, Michaael Jrab, Chris & Adrienne Cowan
- Proof of Meeting Notice – The agenda was posted on the community bulletin board, CRS Website, and emailed to all property owners.
- Approval of September 9, 2026 Board meeting minutes. Marc Bone moved to approve and Shelly Knapp seconded that motion. Motion carried.
- Public Input – **Please note that Public Input will be limited to three (3) minutes per topic. There will not be a discussion or vote on anything not listed on the agenda.**
    - **Skip Rickert** questioned when Aqua would be getting the equipment off of his yard. He stated that he has called the local office, then they called the regional office and got vague answers. Replied that there were contractor problems and for him to be patient. It was noted that this is an item in New Business.
    - **Larry Wright** commented that the Board needs to consider giving the Infrastructure Committee and maximum amount they can spend on repairs that must take place between board meetings. They need to be able to make repairs as needed. Setting an expense limit would allow things to move forward. For example, right now there is a relief valve at the front gate that needs repair – a plumber will need to be called.
    - **Mike Jrab** commented that he feels we need to update the entry codes at the front gate. He would like to investigate a new system and budget for it next year. Skip Rickert suggested that perhaps we could consider a Starlink Mini so that we could upgrade entry system. Mike Jrab described a situation where four men were on his property without permission – he feels new codes would help limit uninvited entries. He requested that it be put back on the Old Business agenda for next meeting. It was noted that we buy fobs

in lots of 10 and program to the front gate. Changing either the homeowner code or contractor code would cause some problems but is worthy of further investigation.

- Committee Reports
  - Treasurer – Shelly Knapp reported that the checking account is currently low due to several insurance bills coming in. She will be transferring money from Austin Telco to Wells Fargo checking. Marc Bone commented that one insurance bill was overlooked when budgeting for 2026 – which would have contributed to the current low checking account balance. Discussion continued between John Lunceford and Shelly Knapp about details of upcoming expenses and transfer of money. John Lunceford commented that there is a significant amount of Operating Account money in an Austin Telco savings account – not earning much interest at all. He feels that a good portion of that money should be placed in a CD. Marc Bone commented that he thinks we should reallocate surplus Operating Expense funds to Capital Improvements at the end of the year. John Lunceford commented that that would require a Board vote and that he will check Bylaws to see if that process is covered in the Bylaws. Shelly reported that the current Capital Improvement account balance is $116,999.23.

  - ARC - No ARC report was presented.

  - Infrastructure – Rollers on one side of the gate were replaced. Shelly Knapp commented that Carl Rose did a good job of shopping for a good price on the rollers. Elaine Sorsby commented that the Infrastructure Committee is always praise – worthy.

    Although not on the agenda, but falling under the Infrastructure Committee, John Lunceford commented that a neighbor had offered to gather a group to paint the front entry gate, keypad stand, and park gate with volunteers vs. hiring a contractor. John Lunceford suggested that we send out an email looking for a volunteer to head the group and come to the board with a plan before any work begins. Larry Wright commented that he would be against any significant amount of money being spent on the gate when we always have more serious road repairs to plan for.

- Bylaws Review – Elaine Sorsby reported that we would be going over details of the proposed CCR amendment granting the Board the authority to fine during New Business. She added that the committee would also be working on wording for CCR and Bylaw updates that are required due to Texas Property Law changes and do not require a POA vote.

- Old Business
  - Waste Connections Contract – update – Donna Wright reported that, as many residents already know, Waste Connections sent out many bills that did not reflect the recently agreed upon quarterly base rate of $135. Donna contacted Waste Connections. They were apologetic and said the correction would be made through a credit on the next bill. Residents should be on the lookout for the credit.

  - Road Condition / Maintenance Evaluation & Concrete Ribbons along Edges – Mike Jrab reported that he had done an evaluation of road conditions throughout the neighborhood as part of the Infrastructure Committee. Mike walked the whole neighborhood (3.08 miles of paved roads) and documented problem areas. In general, roads are aging and shrinking. He feels like we should have a plan so we know what needs to be done and can update when it's done. Montana Springs Drive is the longest road – which he divided into three parts for his evaluation. Montana Springs Cove, Montana Springs Pass and Montana Creek Crossing were all considered as single components. Mike gave a lot of detail about various sections of road that need attention. He projected that he would need about 10 days to compile his observations and recommendations and get his report to the board. This topic will be placed on the November agenda. Elaine Sorsby asked that Mike put together a "Top 10 List" in addition to his whole report. A good bit of discussion went on throughout Mike's report including John Lunceford's observation that we need to identify target repair areas, how to remedy (asphalt, concrete, rock, etc.), find a vendor and get estimates so we know what we're dealing with in each case. Mike Jrab said he can help get a bid package together.

  - Fall Picnic Update – Donna Wright advised that, as of the meeting, she had received 57 RSVPs. She feels that that number will go up to at least 60. In the course of following up on RSVPs not received, she discovered a few non-working emails. There will be door prizes

and lots of good food. The volunteer cooks are lined up. Brian Berger commented that they have folding tables, if needed. Donna added that the park will be mowed by picnic day.

- Not on the agenda, but related to the picnic, Shelly Knapp reported that Ron Rankey, licensed electrician and resident, had checked out the fans at the pavilion. He recommends removing all fans and capping their wiring, then installing one central light fixture. Elaine Sorsby moved that we allow Ron to remove all fans, cap their wires, and install one light fixture with a maximum pre-approved expenditure limit of $100. Shelly Knapp seconded the motion and it passed (4-1). John Lunceford added that we need to replace one matching electrical receptacle.

- New Business
  - Update on well situation – AQUA – John Lunceford reported that he has sent a letter to AQUA via their portal reporting recent problems with service and communication with AQUA and their employees assigned to our neighborhood. In the letter he also mentioned the damage to Montana Creek Crossing from their damaged pipe that went unrepaired for an extended period. The road base is eroded and the surface has alligatored. During this situation the AQUA point of contact was unclear, and we were poorly or never kept up to date about work scheduled to be done and work done. A similar situation now exists with the repair to one of the wells. In his letter, John also asked for a copy of our contract with AQUA. Adrienne Cowan asked if there were any update on the well situation and the very low water pressure. John reported that the well is still not repaired and the whole neighborhood is still operating from one well.

  - Review of proposed CCR amendment granting Board the authority & duty to fine for infractions. Voting plan / timeline & follow up steps.
    Elaine Sorsby reviewed a draft of the proposed amendment to the CRS CCRs granting the Board (on behalf of the POA) the authority to fine for infractions. Elaine Sorsby also reviewed a proposed timeline – with the ultimate goal of having the amendment, if passed, filed with Travis & Burnet counties in time to go into effect in January, 2027. She reviewed a draft of an “explanatory email” which would go out to property owners in advance of the voting email which would go over the switch to electronic voting and related procedures and

the reasoning behind the proposed amendment. Throughout the handling of this agenda item, there was discussion with good input from both the board and property owners in attendance. Chris Cowan expressed concern about a board having unrestricted powers to fine and, in the future, CRS possibly becoming a neighborhood where residents are fined for petty things like some neighborhoods with which he is familiar.

Elaine Sorsby moved to proceed with putting the amendment to a POA vote – following the general timeline proposed and including an explanatory email to POA members. John Lunceford seconded the motion and the motion carried.

- Motion to Adjourn – Elaine Sorsby moved to adjourn. Shelly Knapp seconded the motion. Motion carried. Meeting adjourned at 7:50 p.m.