

**CANYON RIDGE SPRINGS PHASE ONE
PROPERTY OWNERS' ASSOCIATION. INC.
SPECIAL MEETING MINUTES
BOARD OF DIRECTORS
TUESDAY, DECEMBER 2, 2025
6:00 P.M. AT 29909 MONTANA RIDGE PASS**

- Call to order – The meeting was called to order by President, Larry Wright at 6:02 p.m.
- Board Members Attending: Larry Wright, Shelly Knapp, Marc Bone & Elaine Sorsby
- Board Members Absent: Jeff Miller
- Others Attending: Jim Cook, John Lunceford
- Proof of Meeting Notice – The agenda was posted on the community bulletin board, CRS Website, and emailed to all property owners.
- Approval of November 12, 2025 meeting minutes, Marc Bone moved to approve and Shelly Knapp seconded that motion. Motion carried.
- Old Business
 - Although not on the agenda, Elaine Sorsby reported that Al Garcia had successfully gotten the Firewise designation renewed for Canyon Ridge Springs. A big thank you goes out to Al for gathering all the information, filing it, and getting the certification renewed.
 - Review of current assets –
 - We currently have \$111,372.77 in Capital Improvement Funds before paying for current road resurfacing of Montana Springs Drive. The resurfacing schedule was accelerated to all be done in 2025 due to the offer of 15% discount on work to be done by Integrity Pavement. This was approved at the November, 2025 board meeting.
 - John Lunceford did an in depth analysis of the classification of funds as capital vs. operating funds. The results show that \$28,206.91 needs to be reimbursed to the operating funds from the capital improvement funds.
 - A deposit of \$19,441.80* was paid to Integrity to begin the road resurfacing work. Once that work is completed, and a bill is received and due from Integrity Paving (should be about \$45,363.90*), CD S63 (\$65,829.35) will be cashed in to pay the

Integrity Bill. The balance will be allocated to reducing the \$28, 206.91 owed to the operating funds. It should cover about \$20,465.45* of that amount.

- CD S69 (\$21, 757.28) will be assigned on the books to the balance of the \$28,206.91 owed to the operating funds – about \$7,741.46.*
- Capital Improvement Funds will continue to be increased in the future through normal allocation from property owner annual dues.
- Larry White moved that we adopt the above plan for the Capital Improvement Funds and Operating Funds. Elaine Sorsby seconded the motion and it carried.

** During the meeting, discussion of the above account balances, payments due, etc. was done mostly in approximate figures. Wherever there is a figure marked with an asterisk *, the approximation used during the meeting was made more precise afterwards by referring to invoices and amounts already paid, and doing the math using those figures.

- Review and approval of 2026 operating budget for presentation to 2026 POA annual meeting
 - Shelly Knapp presented the proposed 2026 operating budget to the board and moved that it be accepted and presented at the 2026 POA meeting for approval. Marc Bone seconded the motion and it carried.
- Motion to adjourn – Elaine Sorsby moved to adjourn and Larry Wright seconded the motion. The motion carried and the meeting was adjourned at 6:57 p.m.