

Canyon Lake Hills POA
Regular Monthly Meeting
August 18, 2020

The Regular Monthly Meeting of the Canyon Lake Hills POA was called to order on August 18, 2020 at 7:02pm by President Tom Huff at the Civic Club on Oblate. A quorum was established. In Attendance: President Tom Huff, Vice President Bette Gilbert, Treasurer William Burkhardt, and Secretary Jessica Arceneaux

- I. Minutes from July 21, 2020 were approved. President Tom Huff summarized Executive session - **Motion made and Approved** to authorize the adjustment of any amount of the unpaid \$76 CISA from accounts in Aug. prior to mailing of late notices. RealManage will remove the unpaid amount of \$76 BEFORE Late notices go out.

- II. Treasurer's Report
 - a. Cash on hand \$329,557
 - b. YTD Revenue \$66,888 (June & July)
 - c. Expenses \$19,032
 - d. Surplus \$47,855 for fiscal year.
 - e. Bill provide dcopies of Budget Report to ask for feedback before it is presented at Annual Meeting.

- III. Vice President Report:
 - a. Bette reminded RealManage that the POA had informed RealManage in Feb. 2017 that a voluntary CISA that has been paid shall not be adjusted. This was in response to several adjustments that had been observed.
 - b. Board denied late fee adjustment for Riviera Dr. property. However, board did **Motion and Approved** to adjust the \$76 CISA from 2017 (which should have been adjusted in November, 2017, at the time of the transition to Real Manage assuming financial duties.)
 - Our decision was based on:
 - 1) the amount due would be the total of assessments billed, with late fees, since purchasing the property in 2000
 - 2) statements were being sent to the owner's son, who was also executor of the estate. It is the duty of an executor to pay debts of the deceased during probate.
 - 3)The Comal County taxes were paid in a timely manner
 - c. Bette will request for the Hearing regarding RVs to be held on Wed., 9/9 7pm at the Civic Club or the pavilion.
 - d. RealManage contract expires Nov 1. Still. Bette presented Associa Managements proposal. Postponing final decision to change management companies until we gather more information and options. Jessica to contact PS Property Management.

- IV. Permits

No mention of new permits.

- V. Compliance
Deferred a response to a law firm's letter regarding short term rentals to our attorney.
- VI. Pool Director
Traci has been unavailable. Bette has passing out cards.
- VII. Recreation Director:
 - a. 1 Pavilion rental last week.
 - b. Pavilion rental for this weekend
 - c. When Rosemary returns we will review Liability form
 - d. Repairs needed. Bids will be accepted for consideration.
- VIII. Other Business:
 - a. **Motions made and approved** to elect Casey Christian (1198 Greenhill Dr.) to the board.
 - b. Judge Sherman Krause has granted a waiver for our "in person" annual meeting to take place with specific Covid-19 precautions.
 - c. **Annual Meeting will be held Sat., August 29, 10am at Genesis.** Discussed board arriving 9am to setup. Will have copies of budget, voting ballots, proxy on hand. **Need to have a property owner list for attendees to SIGN IN.**
 - d. Charlotte Hinkle (813? Singing Hills) lost pool key. Would like to know if one was turned in. Also, reported poor maintenance of grass and ground around pool and fence. Maintenance worker needs to be contacted.
 - e. Julie Moreland (1411 Canyon Edge) in need of statement to get current on account. Asked about what can be done if a neighbor's yard is full of trash/junk and about road repairs. Board suggested to contact the Comal County Environmental Health Department and to contact Comal County road maintenance.
- IX. Adjourned 8:12pm