

Minutes of the Canyon Lake Hills POA Regular Monthly Board Meeting
DATE: December 16, 2021 at 7 PM
PLACE: Canyon Lake Hills Civic Club, 1700 Oblate Drive, Canyon Lake, Texas 78133
Next Meeting: January 18, 2022



Board Members in Attendance: Sharon Cavazos, President; Bette Gilbert, Vice-President; Dez Wingate, Treasurer; Sharon Hasting, Newsletter; Beth Jameson, Pool; Cynthia Anders, Recreation.

Not in Attendance: Wes Deskin, 2nd Vice-President; Jessica Arceneaux, Secretary; and Robert Martinez, Compliance

Non-Board Members in Attendance: Mel Cunningham, Property Records Administrator and Dan Scheel, Permits/ACC

Non-Board Member Not in Attendance: Jack Glaros, Tree Permits

1. Called to Order at 7:09 PM by President Cavazos
2. Pledge of Allegiance
3. Established a Quorum
4. Motion by Bette Gilbert to approve Minutes from November 16, 2021 General Meeting and seconded by Beth Jameson. Board approved unanimously to approve the minutes from November 16, 2021
5. Treasurer's Report by Dez Wingate from 1 November to 30 November accepted as presented
 - a. \$42,471.07 still delinquent/outstanding
 - b. \$22,293.52 in Checking Account
 - c. \$1592.66 in the Savings Account
 - d. \$357,199.45 In the Money Management Account
 - e. \$3080.80 in disbursements
 - f. \$37,948.71 in deposits
6. Director's Reports
 - a. President Cavazos
 - i. Summary of December 16, 2021 Executive Board Meeting
 1. Resignation of Barbara Stubblefield from Compliance on November 25, 2021 was accepted
 2. Permit Application Fees are not refundable and are due at time of application. The fee is not a guarantee that a permit will be issued. If denied, the process will start over again with a new application fee required should property owner want to submit.
 3. Revised Welcome Letters were sent out
 4. Committed to supporting a Neighborhood Watch Program and we have communicated with the Sheriff's Dept. Need 1 Captain and 2 Officers
 5. Pool will open on May 14, 2022 and last day open will be September 30, 2022
 6. Assessment letters will go out May 1, 2022
 7. Online Option to pay for past due fees/assessment fees/invoices will be implemented.
 8. We had 2 variance requests denied. Both were for garages that did not meet setback requirements.
 9. Voted to go with Pristine Pools to repair the pool in time for Summer 2022.
 - b. Vice President/Treasurer/Admin
 - i. Quick-Books Update Status/Transition: Mel Cunningham reported that it is coming along. Still working on verifying Quickbooks property owner information is accurate plus processing requests for Transfers, Statements, etc.
 - c. Newsletter/Communications by Sharon Hasting
 - i. Sharon Hasting stated that the "Hills Herald" will go out in January. Still looking for Soup Recipes
 - ii. Website to be updated. Hope to have completed in January 2022

Minutes of the Canyon Lake Hills POA Regular Monthly Board Meeting
DATE: December 16, 2021 at 7 PM
PLACE: Canyon Lake Hills Civic Club, 1700 Oblate Drive, Canyon Lake, Texas 78133
Next Meeting: January 18, 2022



d. Permits and Compliance

- i. Dan Scheel stated between dates of 11/16/21 and 12/12/21 there were 6 Permits Issued; 3 Applicants in-progress; 4 Permits Denied; 2 Variance requests were presented to the Board and Denied.
- ii. Tree Permit Report submitted by Jack Glaros: 5 requests were submitted and all 5 were approved. Oak Wilt situation was discussed with all 5.

e. Recreation by Cynthia Anders

- i. Summary of Holiday Toy Drive & Lupe's Tex Mex Food Truck on Nov. 19 was successful. Cynthia Anders reported that she delivered a carload of toys to the Comal County Fireman's Toy Drive.
- ii. Cynthia Anders Reminder to join December Holiday Golf Cart Parade on Saturday, Dec. 18
- iii. Sharon Cavazos reported that the December Holiday Home Decorating contest would happen between Dec. 14 – 18 with signs to be placed on winning front lawns on Sunday, Dec. 19
- iv. Cynthia Anders Updated on Park and Basketball Court – Plans are underway to have pool area work on especially the partitions and the bathroom doors. The backboards are a priority too.

7. Public Comment

8. Adjournment at 7:48 PM