

# Canyon Creek Homeowners' Association May 2019 Board of Directors' Meeting

May 21<sup>st</sup>, 7:00pm – Church at Canyon Creek



Note: Clarifications, corrections & changes made to this presentation at or and following the meeting are note with *this font*.



# Canyon Creek Board of Directors Meeting Agenda for May 21<sup>st</sup>, 2019



- I. Call to Order – 7:00 pm
    - A. Determination of Quorum
    - B. Proof of Notice
    - C. Reminder for Code of Conduct for attending BoD meeting
  - II. Homeowner Open Forum (Limit 2 min / person)
  - III. Approval of Prior Meeting Minutes from January 8<sup>th</sup>, 2019 Board of Directors' Meeting
  - IV. Review of Financials
  - V. Election of Officers
  - VI. Committee and Work Group Reports
    - A. Architectural Review Committee
  - VII. Old Business
    - A. Bathhouse Remodeling Project Update
  - VIII. New Business
    - A. Pool Rules (Approval Draft)
    - B. Review of financials
  - IX. PSA, Community Notices and Reminders
    - A. Respectful Use of Community Center spaces
    - B. Solicitation for Work Groups and Committees
    - C. BoD Meeting Calendar
    - D. Remember to call SpectrumAM first!
  - X. Optional Closing Comment Period (Limit 2 min / person) but must close by 9pm
- All Committee Members and Homeowners excused**
- XI. Executive Session
    - A. Homeowner Aging Report
    - B. Review Homeowner Violations Report
    - C. Resales
    - D. Communication Metrics
  - XII. Next Board Meeting July 15<sup>th</sup> or ~~July 22<sup>nd</sup>~~, 2019
  - XIII. Adjourn

# Canyon Creek Homeowners' Association Determination of Board Quorum



## 2019 Board of Directors:

- ✓ Mark Weaver (President)
- ✓ Russ Jakala (Vice President)
- Cheng Wooster (Secretary)
- ✓ Treasurer: Brett Funderburg (Treasurer)
- Director: Randy Lawson
- ✓ Director: Jetti Nasrallah
- ✓ Director: Dave Marshall

# Canyon Creek Homeowners' Association Proof of Notice



- The Proof of Notice is available to any Homeowner at the sign-in table.
- The notice was issued on May 14<sup>th</sup>, 2019.

# Canyon Creek Homeowners' Association

Membership Code of Conduct rules for attending a BoD meeting



- If you wish to speak, please raise your hand.
- Please silence your cell phones.
- Please be respectful with your questions and comments.
- Please do not interrupt any speaker.
- If you address the membership or board, please limit your comments to two (2) minutes.
- Thank you for observing these rules.

# Canyon Creek Homeowners' Association Open Forum – Member Questions & Comments



Please respect your fellow community members and their time to speak.



# Canyon Creek Homeowners' Association Approval of January 8<sup>th</sup>, 2019 BoD Meeting Minutes



# Canyon Creek Homeowners' Association

## Total Assets as of 04/30/2019



|                                      |                     |
|--------------------------------------|---------------------|
| Operating:                           | \$50,753.88         |
| Alliance Money Market Reserve        | 228,311.74          |
| Pacific Premier Money Market Reserve | 203,076.42          |
| Pacific Premier ICS Money Market     | 37,320.27           |
| Accounts Receivable                  | 46,131.49           |
| Deposit – License Agreement          | 27,500.00           |
| Deposit – Other                      | 2,807.00            |
| Prepaid Insurance                    | 8,677.00            |
| <b>Total Assets</b>                  | <b>\$604,577.80</b> |



# Canyon Creek Homeowners' Association Operating Expenses as of 04/30/2019

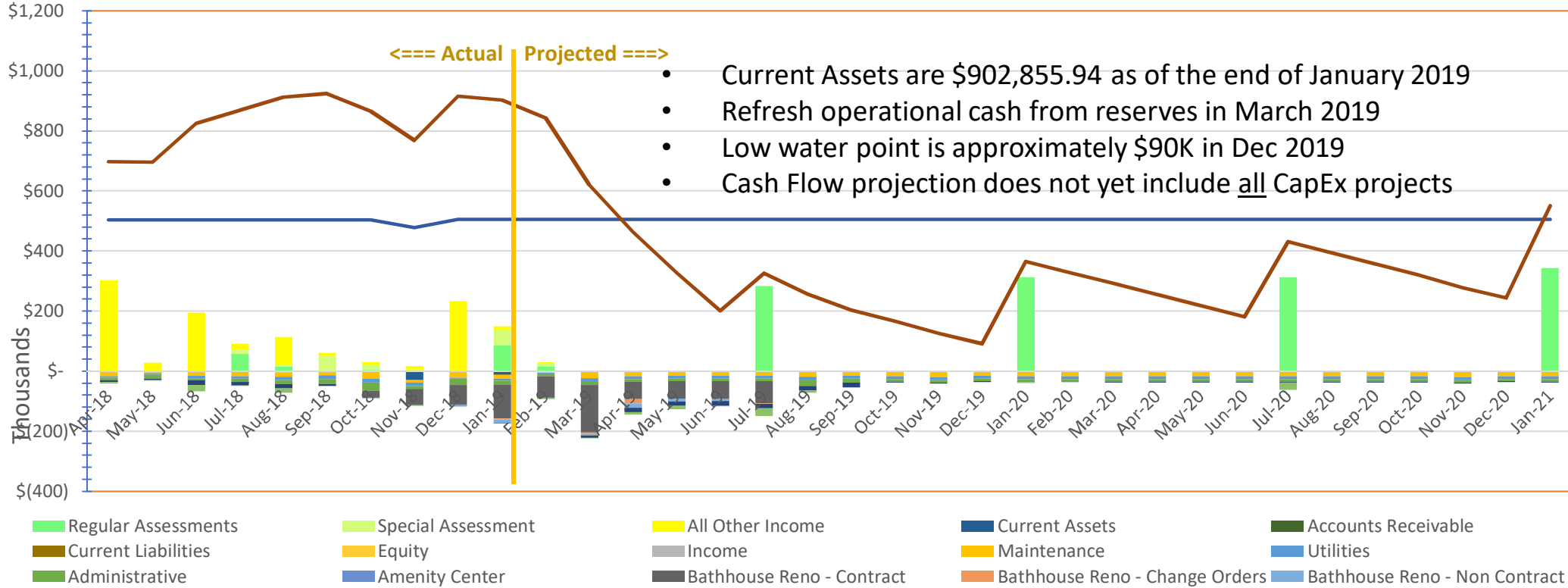


|                                 |                     |
|---------------------------------|---------------------|
| Total Maintenance Expenses      | \$51,463.01         |
| Total Utilities                 | 16,492.01           |
| Total Administrative/Insurance: | 31,672.69           |
| Amenity Center:                 | 0.00                |
| Reno:                           | 495,315.91          |
| Pool / Pond:                    | 7,239.72            |
| Other                           | (34,871.54)         |
| <b>Total Operating Expenses</b> | <b>\$567,311.80</b> |

# Canyon Creek Homeowners' Association 2-year Actual / Projected Cash Flow (March 2019)



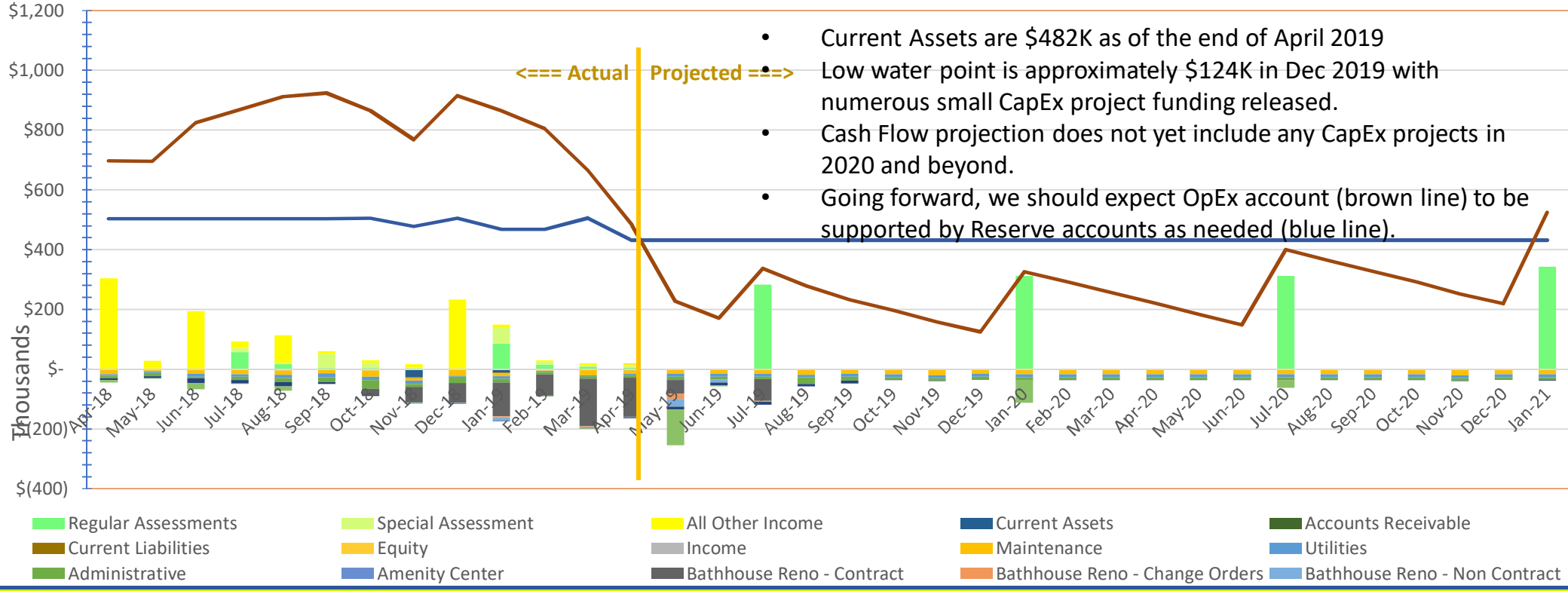
2018 - 2019 Actual / Projected Cash Flow (inc Assessments, Operational/Expenses, Capital Reserves & / NR Capital Improvement)



# Canyon Creek Homeowners' Association 2-year Actual / Projected Cash Flow (May 2019)



2018 - 2019 Actual / Projected Cash Flow (inc Assessments, Operational/Expenses, Capital Reserves & / NR Capital Improvement)



- Current Assets are \$482K as of the end of April 2019
- Low water point is approximately \$124K in Dec 2019 with numerous small CapEx project funding released.
- Cash Flow projection does not yet include any CapEx projects in 2020 and beyond.
- Going forward, we should expect OpEx account (brown line) to be supported by Reserve accounts as needed (blue line).

# Canyon Creek Homeowners' Association Officer Elections



- Open positions
- Nominations and motions from the board
  - President (**Brett Nominated and Unanimously Voted**)
  - Vice-president
  - Treasurer
  - Secretary



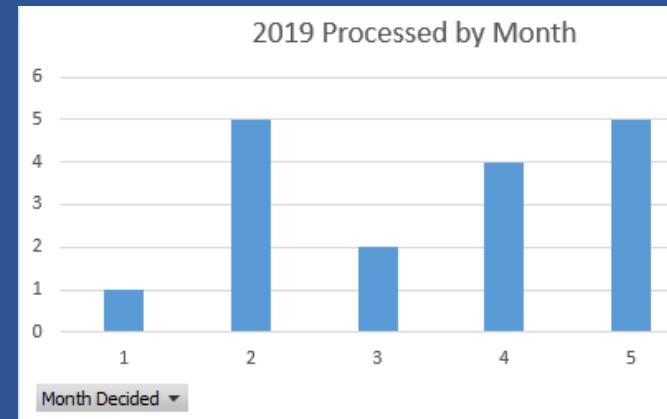
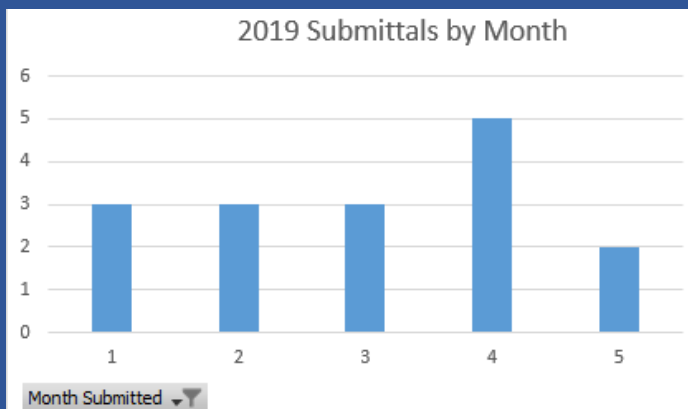
# Canyon Creek Homeowners' Association PSA: Committee & Work Group Sign-up Opportunities

- The Board and fellow Canyon Creek membership welcomes you to volunteer your time
- Contact the chair listed at <http://canyoncreek.net/volunteer-committees> or any board member for more information.
- Opportunities Include:
  - ✓ **Community Center / Amenities Advisory Work Group (Basketball, Tennis & Volleyball Courts, Pool)**
  - ✓ Architecture Review Committee (ARC aka ACC)
  - ✓ City of Austin Liaison
  - ✓ Community Projects Advisory Work Group
  - ✓ Events Advisory Work Groups
  - ✓ Firewise / Greenbelt Advisory Work Group
  - ✓ Garage Sale Advisory Work Group
  - ✓ Mowing and Landscaping Advisory Work Group
  - ✓ Traffic and Pedestrian Safety Committee

# Canyon Creek Homeowners' Association ARC 2019 YTD Activity Summary (May 20<sup>th</sup>, 2019)



| YTD Submitted | Processed | Average Response Time in Days for those approved |
|---------------|-----------|--|
| 17            | 17        | 9  |
|               |           | 1 Declined                                       |
|               |           | 13 Approved                                      |
|               |           | 1 Approved with conditions                       |
|               |           | 1 Approved with info                             |
|               |           | 0 Incomplete                                     |
|               |           | 0 More Info Needed                               |
|               |           | 1 Auto Approved                                  |
|               |           | <b>17 Total In Process in this time period</b>   |
|               |           | 0 In Process - More Info Needed                  |



# Canyon Creek Homeowners' Association Community Center Completed



- Canyon Creek Community Center building opened on Saturday May 18<sup>th</sup> 2019 at Noon.



# Canyon Creek Homeowners' Association Bathhouse / Community Center Renovation High Level Schedule



| 2018                              |                              |     |            |                           |                     |   |                              |     | 2019         |     |     |   |                        |     |     |  |                                  |  |
|-----------------------------------|------------------------------|-----|------------|---------------------------|---------------------|---|------------------------------|-----|--------------|-----|-----|---|------------------------|-----|-----|--|----------------------------------|--|
| Apr                               | May                          | Jun | Jul        | Aug                       | Sep                 | Oct   | Nov                          | Dec | Jan          | Feb | Mar | Apr   | May                    | Jun | Jul | Aug                                    |                                  |  |
| Tennis & BB Courts Open           |                              |     |            |                           |                     | Tennis & BB Courts Open<br>Parking and Events Limited |                              |     |              |     |     | Tennis and BB Courts Open<br>Full Parking Available |                        |     |     |  |                                  |  |
| Pool Season Open                  |                              |     |            |                           |                     | Early Pool Close                                      | Normal Seasonal Pool Closure |     |              |     |     |   | 2019 Pool Season Opens |     |     |  |                                  |  |
| Annual Meeting                    | Building Redefined           |     | Board Vote | Sign Construct. Contact   | \$125 SA Due        |   |                              |     | \$125 SA Due |     |     |   |                        |     |     | New Bathhouse / Community Center Opens |                                  |  |
| Pre-Const Service Contract Signed |                              |     |            | Permitting (Land Answers) |                     | Primary Construction                                  |                              |     |              |     |     |   |                        |     |     |  | Post Construction & "Make Ready" |  |
|                                   | 5/3 Geo-Tech Contract Signed |     |            | Environmental Study       | Sign Const. Contact |   |                              |     |              |     |     |   |                        |     |     |  |                                  |  |

**Pool & Remodeled Community Center Opened May 18th**



# Canyon Creek Homeowners' Association Bathhouse / Community Center Renovation Actual Spend against Projected Spend



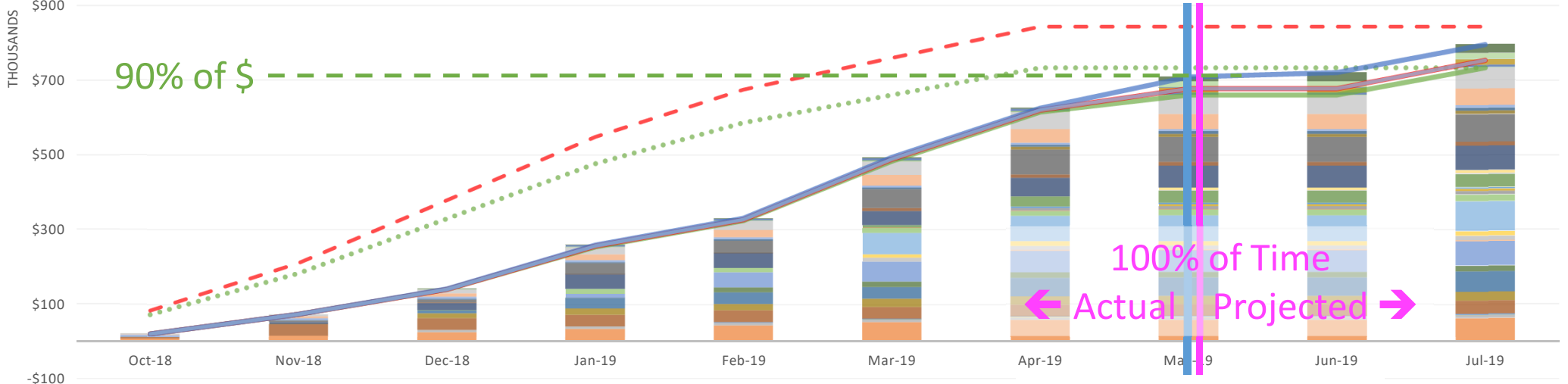
1. Contracted construction amount is \$731,950 (including OH&P, taxes and insurance) plus change orders to \$762,440.
2. Final PayApp will be paid when the final 4 of 100+ punch-list items are completed.
3. Adjustments to final payment will be -\$2K for unauthorized substitution on porcelain bathroom fixtures, -\$1.5K for LD, +\$2,210 for split between Perfect Cuts, Gilger, and CCHOA for additional landscaping repair, +\$300 for goodwill dumpster usage.

|                        | PayApp #           | Cumulative Spend | Cumulative Spent Amount % | Retained Amount (10%)    | Cumulative Retained % | Remaining Amount to pay  | Remaining % to pay inc retainage |
|------------------------|--------------------|------------------|---------------------------|--------------------------|-----------------------|--------------------------|----------------------------------|
| Oct 2018               | 01                 | \$21,852.32      | 3.0%                      | \$2,185.23               | 0.30%                 | \$710,097.68             | 97.0%                            |
| Nov 2018               | 02                 | \$74,398.14      | 10.2%                     | \$8,266.46               | 1.13%                 | \$649,284.41             | 88.7%                            |
| Dec 2018               | 03                 | \$140,780.51     | 19.2%                     | \$15,642.28              | 2.14%                 | \$591,169.49             | 80.8%                            |
| Jan 2019               | 04                 | \$253,903.18     | 34.7%                     | \$28,561.64              | 3.90%                 | \$480,730.83             | 65.7%                            |
| Feb 2019               | 05                 | \$324,044.88     | 44.3%                     | \$36,354.99              | 4.81%                 | \$410,589.13             | 54.4%                            |
| Mar 2019               | 06                 | \$482,766.75     | 55.7%                     | \$54,494.85              | 7.21%                 | \$264,781.36             | 35.1%                            |
| Apr 2019               | 07                 | \$679,711.50     | 84.0%                     | \$69,036.84              | 9.08%                 | \$132,403.41             | 17.4%                            |
| May 2019               | 08                 | \$753,735.00     | 90%                       | \$76,024.40 <sup>3</sup> | 10%                   | \$76,024.40 <sup>3</sup> | ~10%                             |
| Last 2019 <sup>2</sup> | Final <sup>1</sup> | \$760,244.00     | 100%                      | \$0                      | 0%                    | \$0                      | 0%                               |

# Canyon Creek Homeowners' Association Bathhouse / Community Center Renovation Spend versus Time



Planned versus Actual/Projected Spend Rate on Bathhouse Renovation



- |  |  |   |  |  |
|--|--|---|--|--|
| <ul style="list-style-type: none"> <li>Div 01 – General Conditions (C)</li> <li>Div 02 – Demolition (C)</li> <li>Div 06 – Finish Carpentry (C)</li> <li>Div 08 – Windows / Glass (C)</li> <li>Div 10 – Misc Specialties (C)</li> <li>Div 17 – Site Fencing (C)</li> <li>Div 02 – Landscape, Irrigation (NC)</li> <li>Div 02 – Site Utilities (NC)</li> <li>Div 99 - Other (Consultant Refund (CO)</li> <li>+ Bathhouse Reno - Non Contract Total:</li> </ul> | <ul style="list-style-type: none"> <li>Div 02 – Earthwork (C)</li> <li>Div 03 – Concrete (C)</li> <li>Div 07 – Insulation, Fireproofing (C)</li> <li>Div 09 – Drywall &amp; Ceilings (C)</li> <li>Div 18 – Periodic &amp; Final Clean (C)</li> <li>Div 08 - (GCR03) Doors, Frames, Ha (CO)</li> <li>Div 09 – Resilient Flooring (NC)</li> <li>Budget Spend Curve</li> <li>+ Allowed Estimated Contingency</li> </ul> | <ul style="list-style-type: none"> <li>Div 02 – Asphalt &amp; Stripping (C)</li> <li>Div 04 - Masonry (C)</li> <li>Div 07 – Wpfg / Sealants (C)</li> <li>Div 09 – Epoxy Flooring (C)</li> <li>Div 15 – Plumbing (C)</li> <li>Div 00 - GL and BR Insurance (C)</li> <li>Div 09 – (GCR05r1) Epoxy Flooring (CO)</li> <li>Div 10 – Signage (NC)</li> <li>Worst Case inc Contingency</li> </ul> | <ul style="list-style-type: none"> <li>Div 02 – Landscape, Irrigation (C)</li> <li>Div 05 – Metals (C)</li> <li>Div 07 – Roofing (C)</li> <li>Div 09 – Interior Tile (C)</li> <li>Div 15 – HVAC (C)</li> <li>Div 00 - Contractor OH&amp;P (C)</li> <li>Div 09 – (GCR06) Plaster &amp; Stucco (CO)</li> <li>Div 12 – Furniture &amp; Fixtures (NC)</li> <li>Bathhouse Reno - Contract Total:</li> </ul> | <ul style="list-style-type: none"> <li>Div 02 - Termitte Control (C)</li> <li>Div 06 – Rough Carpentry (C)</li> <li>Div 08 – Doors, Frames, Hardware (C)</li> <li>Div 09 – Painting (C)</li> <li>Div 16 – Electrical (C)</li> <li>Div 00 - Remodel Tax (C)</li> <li>Div 27 - (GCR04r1) Low Voltage, Te (CO)</li> <li>Div 27 - Low Voltage, Telecom, Int (NC)</li> <li>+ Bathhouse Reno - Change Orders Total:</li> </ul> |
|--|--|---|--|--|

Projected Substantially Complete



# Canyon Creek Homeowners' Association Bathhouse / Community Center Renovation Remaining Gilger Contractors Punch List Items

- Item 12.6: Replacement of defective ventilation fan in Women's Restroom. (Date: soon)
- Item 70: Drip edge continues to pull away from radius beam.
  - Chris Child to work with Gilger staff and Matt on solutions (Date: ?)
- Item 73: Flooding in Family Restroom #2 due to floor not being sloped to drain.
  - Evaluating a temporary solution - (Date: soon?)
  - Long term floor will likely need to be refloated: (Date: ?)
- Item 74: Need advice on rain running from roof onto building extension then back onto wall. Most noticeable on south side of south building extension.
  - Chris Child to get with roofing contractor to see if this is going to be a problem.

# Canyon Creek Homeowners' Association Bathhouse / Community Center Renovation Critical Post-construction HOA Board Punch List items



- Signage:
  - Emergency 911 signs to be moved to outside of fence. Hard deadline of May 30th or pool permit will be canceled.
  - No Diving signs to be posted near baby pool. Hard deadline of May 30th or pool permit may be canceled.
  - Fire / Rescue street signage – waiting on permit – Hard deadline by ~July 25<sup>th</sup> or CO will be canceled.
- Emergency Equipment:
  - Hookup of repaired Emergency Call Box and re-validation of emergency phones with 911/CTCOG
  - Final hookup and testing of access & surveillance equipment (new reader circuit to STS, video cameras)
- Final Cleanup, Organization, Consolidation and Move In of remaining physical assets
  - Move HOA items from off-site storage to HOA storage room
  - Move documents to SpectrumAM office for sorting and destruction
  - Reassembly of storage shed for pool chemicals



# Canyon Creek Homeowners' Association Short term Capital Improvements

- Assumptions:
  - A [Reserve and] Operational cash floor of \$100K
  - Releasing all remaining Community Center project contingency from the projection (~\$ 22K)
  - Committed \$40.5K in recent [forced] CapEx (Pool Pump, Signage,,,) – **Shown in Green**
  - Releasing \$74K for short term CapEx projects that have been put on-hold. – **Shown in Yellow**
  - Yields a current 3 year LWM is about \$124.6K in Dec 2019
- Still allows for \$24.6K in CapEx that can be approved in 2019 (i.e. \$124.6K – \$100K)
- Still allows for the board to dip further into \$100K operating cash floor if needed.
- Does not address any of 2020 Operational or CapEx budget

*[In Meeting and Post Meeting Edits in the Pen]*

- Motion approved to spend half of proposed \$74K (or approximately \$37K to \$40K)
  - Board to rework a revised short term list via email
  - Further expenditure to be reviewed at July BoD

# Canyon Creek Homeowners' Association 2019 Capital Improvements (To Go)



| Rank    | Cap Ex Improvement   | Lead             | \$              | Inc. in current 2019 LWM Proj |
|---------|--|------------------|-----------------|-------------------------------|
| 2019.00 | 63xx-xx 2018 DSDD Signage – Boulder Lane (Waiting on invoice to pay)                     | Randy            | 8.0K            | Yes, Spent                    |
| 2019.00 | 5634-00 Video Surveillance System Upgrade  | Mark             | 5.0K            | Yes, Spent                    |
| 2019.00 | 6125-00 Replacement pool pump, controller, and labor                                     | Brett            | 13.0K           | Yes, Spent                    |
| 2019.00 | 5112-00 Replace signage at front entrance of community center                            | Dave             | 12.0K           | Yes, Committed                |
| 2019.00 | ????-?? Tri-annual reserve study   | Brett            | 2.5K            | Yes, Committed                |
| 2019.01 | 5137-00 Community Center building and pool landscaping improvements                      | Russ             | 15.0K           | Yes, Bid                      |
| 2019.02 | ????-?? Gutters along perimeter of Community Center building (Back & Front)              | Brett            | 16.0K           | Yes, Partially Bid            |
| 2019.03 | 5147-00 Mulch & sod along Boulder Lane   | Russ             | 5.0K            | Yes                           |
| 2019.04 | 5147-00 Tree ring stone work in islands  | Russ             | 10.0K           | Yes                           |
| 2019.05 | Common fence maintenance (Front entrance to Appletree Ln) – Power wash                   | Russ             | 3.0K            | Yes                           |
| 2019.06 | <del>Common fence maintenance (Front entrance to Appletree Ln) – Paint</del>             | <del>Russ</del>  | <del>5.0K</del> | <del>Yes</del>                |
| 2019.07 | Upgraded Community Center driveway security camera                                       | Mark             | 3.5K            | Yes, Partially Bid            |
| 2019.08 | Upgraded Community Center “Dumpster Cam” and additional parking lot lighting             | Mark             | 2.5K            | Yes, Partially Bid            |
| 2020.09 | Resource Monitoring PoC - Water (Building, Pool & Irrigation), Power (Building, Pool)    | Mark             | 2.0K            | Yes, Bid                      |
| 2019.10 | <del>Tennis Court Drainage (Drainage Study / Plan ONLY – \$10K guestimate in 2020)</del> | <del>Brett</del> | <del>2.0K</del> | <del>Yes, Guestimate</del>    |
| 2019.11 | Park Benches 3 x \$2K  | Russ             | 6.0K            | Yes, Bid                      |
| 2019.12 | Upgrade Pool Area Lighting to LED to reduce operational costs                            | Brett            | 5.0K            | Yes, Guestimate               |

# Canyon Creek Homeowners' Association 2020 Capital Improvement Plan - A starter list



| Rank    | Cap Ex Improvement   | Lead  | \$    | Already Inc. in Current 2020 LWM Proj |
|---------|--|-------|-------|---------------------------------------|
| 2020.01 | Common Fence Repairs (Candidate for deferral to "2020 Common Fence Plan")                    | Russ  | 15.0K | Yes, Guestimate                       |
| 2020.02 | Pool Equipment Upgrades (Chlorinator) – DENISE TO VERIFY                                     | Brett | 4.0K  | Yes                                   |
| 2020.03 | Pool Equipment Upgrade (Replace Electrical Service Panel)                                    | Mark  | 5.0K  | No                                    |
| 2020.04 | Additional DSDD for Chestnut Ridge   | Randy | 8.0K  | Yes                                   |
| 2020.05 | Tennis Court Drainage  | Cheng | 10.0K | Yes                                   |
| 2020.06 | Resource Monitoring BoS - Water (Building, Pool & Irrigation), Power (Building, Pool) for CC | Mark  | 5.0K  | Yes                                   |
| 2020.07 | Replacement of tennis court lighting with LED lights for Cost Savings and reliability        | Brett | 10.0K | No, Guestimate                        |
| 2020.08 | Pool Coping and tile repair  | Brett | 5.0K  | No, Guestimate                        |
| 2020.09 | Community Center Parking lot patch, seal and striping  | TBD   | 10.0K | No, Guestimate                        |
| 2020.10 | Tennis Court Maintenance – Replace Wind Screens  | Cheng | 10.0K | No, Guestimate                        |
| 2020.11 | Sidewalk Repairs (Co-Funded with CoA)  | Randy | TBD   | No                                    |



# Canyon Creek Homeowners' Association New Business - 2019 Pool Rules (Approval Draft)

## CANYON CREEK HOMEOWNERS ASSOCIATION

POOL ADDRESS: 11401 BOULDER LANE

IN THE EVENT OF MEDICAL OR OTHER EMERGENCY, CALL **911** IMMEDIATELY.

SWIM AND USE FACILITIES AT YOUR OWN RISK.

HOURS: POOL IS OPEN ANNUALLY, GENERALLY APRIL THROUGH OCTOBER, AT THE DIRECTION OF THE BOARD. ALLOWED HOURS ARE:

- TUESDAY - SUNDAY
- 5:30 A.M. - 8:00 A.M. LAP SWIM ONLY
- 8:00 A.M. - 9:00 P.M. OPEN SWIM
- MONDAY
- 2:00 P.M. - 9:00 P.M.

## POOL RULES:

- NO RUNNING OR HORSEPLAY
- NO FOUL OR OFFENSIVE LANGUAGE.
- NO FOOD OR BEVERAGES IN THE POOL.

- NO GLASS IN POOL AREA.
- SMOKING AND VAPING ARE PROHIBITED.
- CONSUMPTION OF ALCOHOLIC BEVERAGES, DRUGS OR OTHER INTOXICANTS IS PROHIBITED.
- USE OF POOL IS RESTRICTED TO AUTHORIZED AMENITY CARD HOLDERS, THEIR FAMILY MEMBERS AND INVITED GUESTS.
- PROPER SWIM ATTIRE IS REQUIRED. NO CUTOFFS.
- SWIM DIAPER AND COVER IS REQUIRED FOR ALL SWIMMERS WHO ARE INCONTINENT OR NOT POTTY-TRAINED.
- CHILDREN UNDER THE AGE OF 14 WITHOUT ACTIVE SUPERVISION MUST PASS A SWIM TEST.
- CHILDREN UNDER THE AGE OF 14 WHO CANNOT PASS A SWIM TEST MUST BE ACTIVELY SUPERVISED BY A PARENT OR GUARDIAN AT LEAST 15 YEARS OF AGE.
- GROUP EVENTS AND PARTIES ARE PROHIBITED WITHOUT PRIOR RESERVATION.
- LIFEGUARD STANDS AND RESCUE EQUIPMENT ARE FOR LIFEGUARD USE ONLY.
- LIFEGUARD IS POOL AUTHORITY.
- [EDITS RECORDED BY DENISE]



# Canyon Creek Homeowners' Association Review of Financials

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- No charts presented.
-



# Canyon Creek Homeowners' Association

## PSA: Please respectfully use your Community Resources

- Abuse of Canyon Creek resources cost you money and is unsanitary.
  - Please leave the spaces in Canyon Creek cleaner than you found them. If you find trash, pick it up & throw it away. Even if it is just one item.
  - The Canyon Creek dumpster is not a personal use trash receptacle. Contact the board or SpectrumAM if you see illegal dumping.
  - Please use baby changing tables in the Community Center building – not picnic tables. One changing table is available in Family Restroom #1. Four more tables have been ordered.
  - Do not dispose of napkins, diapers, etc. into toilets and should be wrapped and disposed of in trash.
  - Soiled toilet tissues should be disposed of in the toilet, not onto the floor or trash receptacles.



# Canyon Creek Homeowners' Association PSA: Committee & Work Group Sign-up Opportunities

- The Board and fellow Canyon Creek membership welcomes you to volunteer your time
- Contact the chair listed at <http://canyoncreek.net/volunteer-committees> or any board member for more information.
- Opportunities Include:
  - ✓ **Community Center / Amenities Advisory Work Group (Basketball, Tennis & Volleyball Courts, Pool)**
  - ✓ Architecture Review Committee (ARC aka ACC)
  - ✓ City of Austin Liaison
  - ✓ Community Projects Advisory Work Group
  - ✓ Events Advisory Work Groups
  - ✓ Firewise / Greenbelt Advisory Work Group
  - ✓ Garage Sale Advisory Work Group
  - ✓ Mowing and Landscaping Advisory Work Group
  - ✓ Traffic and Pedestrian Safety Committee



# Canyon Creek Homeowners' Association PSA: Meeting Calendar

- Timing is typically:
  - Monday evenings at 7pm unless otherwise stated
  - 3<sup>rd</sup> week of the month
- Current 2019 Calendar is:
  1. January 8<sup>th</sup>, 2019: Regular BoD meeting
    - March 12<sup>th</sup>, 2019: Annual Meeting and Election of Board of Directors
  2. May 21<sup>th</sup>, 2019: Regular BoD meeting and Election of Officers
  3. July 15<sup>th</sup>, 2019: Regular BoD meeting (Changed from July 22<sup>nd</sup>, 2019)
  4. September 23<sup>rd</sup>, 2019: Regular BoD & 2020 Budget meeting (PROPOSE CHANGE TO Sept 16<sup>th</sup>)
  5. November 18<sup>th</sup>, 2019: Regular BoD meeting
- Current 2020 Calendar is:
  1. January 20<sup>th</sup>, 2020: Regular BoD meeting



# Canyon Creek Homeowners' Association PSA: Spectrum Contact Information

Spectrum Association Management:

Denise Johnston  
Community Manager  
8303 North Mopac Expressway Suite B120  
Austin, Texas 78759  
512-834-3900



[contact@spectrumam.com](mailto:contact@spectrumam.com)  
[update@spectrumam.com](mailto:update@spectrumam.com)

To pay your bill and view important information:  
[www.spectrumam.com](http://www.spectrumam.com)

# Canyon Creek Homeowners' Association Question & Answer Session



Please respect your fellow community members and their time to speak.



# Canyon Creek Homeowners' Association Executive Session Agenda



General Membership Excused

## XI. Executive Session

- A. Homeowner Aging Report
- B. Review Homeowner Violations Report
- C. Resales
- D. Communication Metrics

XII. Next Board Meeting July 15<sup>th</sup>

XIII. Adjourn

# Canyon Creek Homeowners' Association Meeting Adjournment



- Motion:
- Second:
- Time: