
CC



2020 ANNUAL MEETING OF MEMBERS

ORDER OF BUSINESS

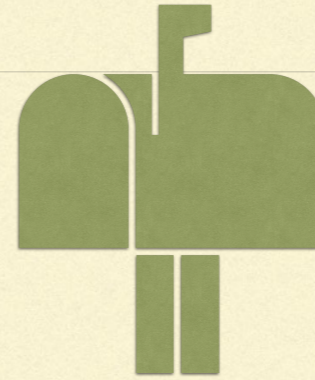
- Roll Call
 - Proof of Notice
 - Reading of Minutes
 - Reports of Officers and Board of Directors
 - Report of Manager
 - Report of Committees
 - Election of Board Members
 - Unfinished Business
 - New Business
 - Consideration of Adequacy of Reserves
 - Adjournment
-

ROLL CALL

Members sign in in lieu of verbal roll call.

PROOF OF NOTICE

Denise Johnston, Canyon Creek Community Manager
Spectrum Association Management



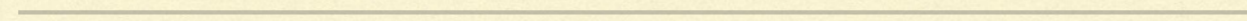
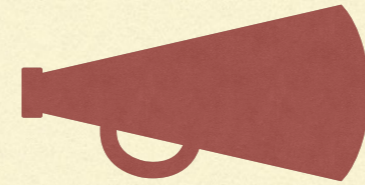
READING OF MINUTES

In the interest of time, request motion to waive reading of the minutes.



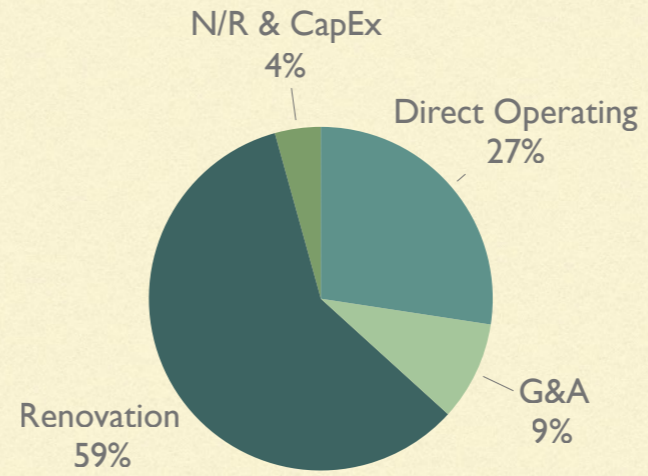
REPORTS OF OFFICERS AND DIRECTORS

Brett Funderburg, President



2019 FINANCIAL SUMMARY

*Beginning Cash	\$663,778
**Regular Assessment	\$568,480
**Special Assessment	\$161,625
Direct Operating Expense	(\$310,534)
G&A Expense	(\$105,771)
N/R Capital Expense	(\$48,918)
Bathhouse Renovation	(\$667,936)
*Ending Cash	\$237,767



*Excludes pre-paid assessments

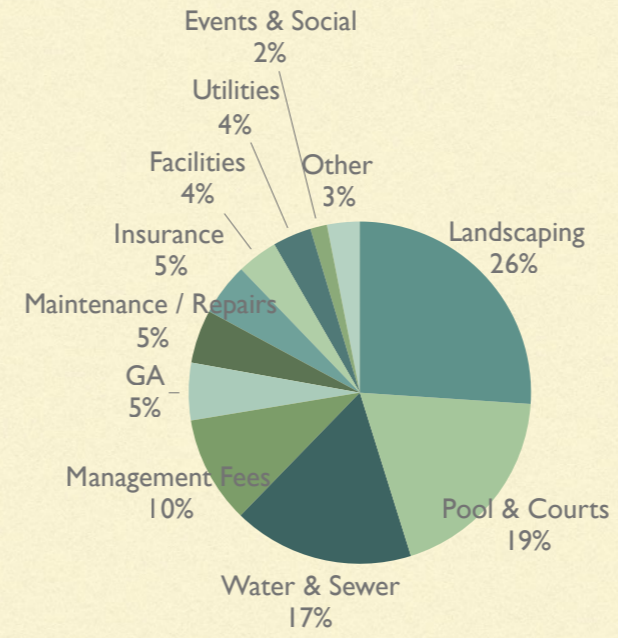
**Excludes collectibles

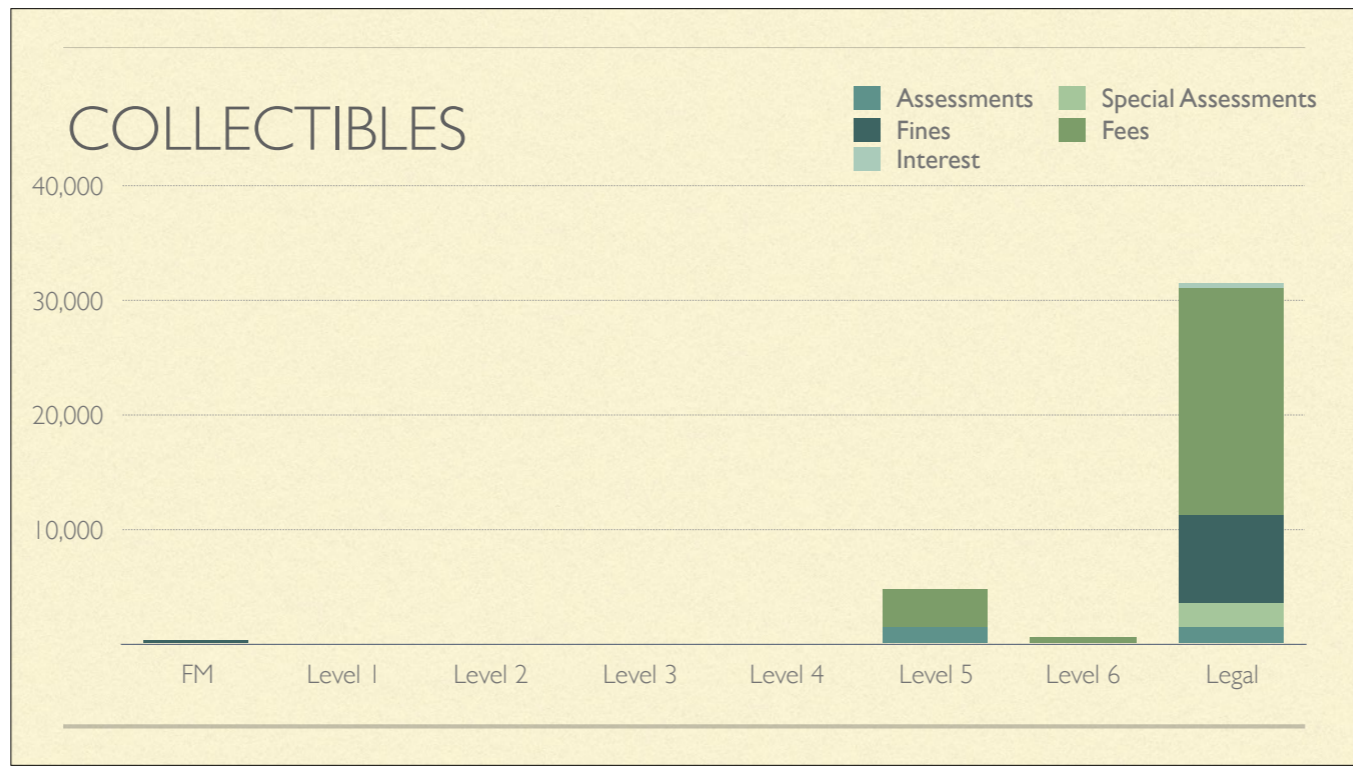
N/R CapEx

- * Pool Pump and VCD (13K)
- * Pool furniture (17K)
- * Lighting repairs / LED upgrades (6K)

Landscaping	109,413
Pool & Courts	80,317
Water & Sewer	71,757
Management Fee	42,540
G&A	22,818
Maint. & Repairs	21,187
Insurance	20,811
Facilities	16,186
Utilities	15,372
Events & Social	6,626
*All Other	12,976

*Legal, accounting, taxes, misc.





Delinquent assessment accounts for less than 1% of our total operating budget.

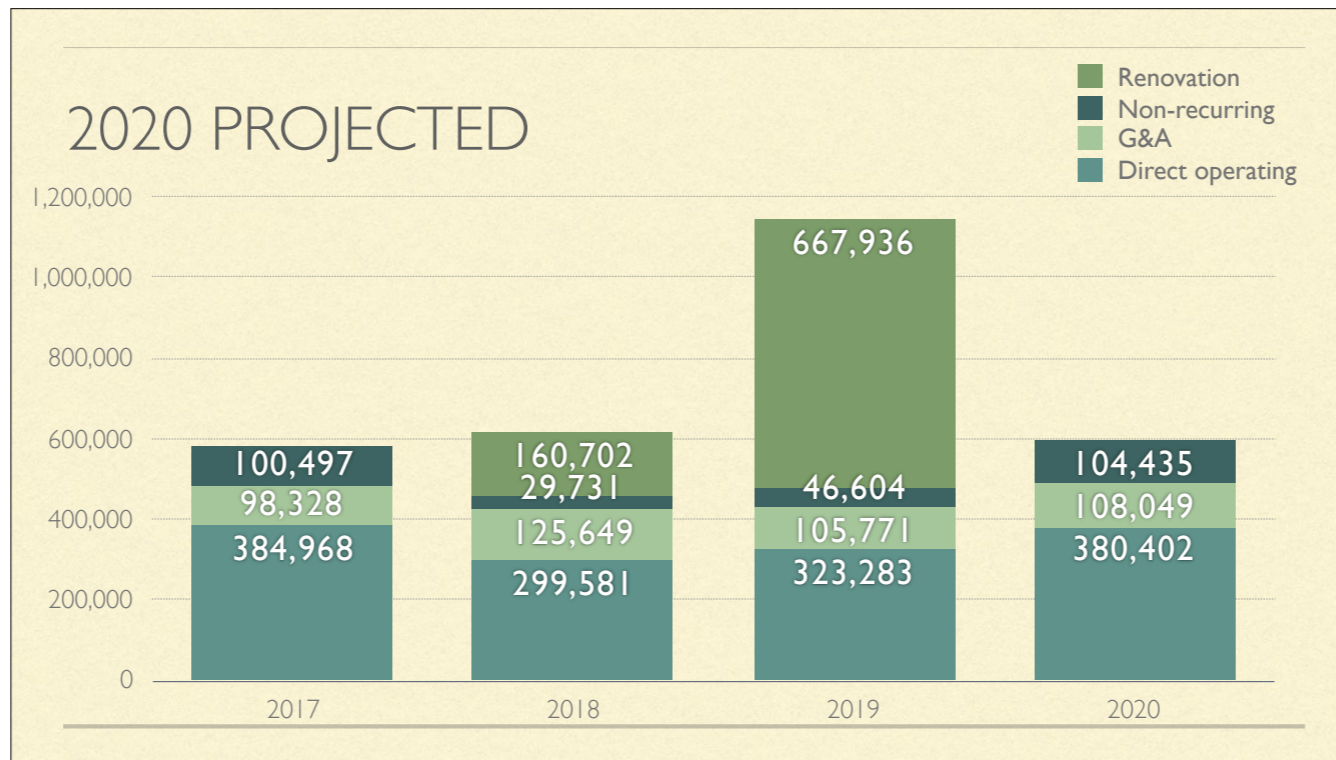
Recoverable costs accounts for about 4% of our operating budget.

Remind Members of payment plan availability to freeze late fees and halt collections.

Actual assessments due: <1500

Actual special assessments due: < 2200

Fines due: ~\$8K



2020 Highlights

Increases in 2020 direct operating costs reflect increases in maintenance spending to catch up on deferred and neglected maintenance items.

Operating

40K - Boulder Lane concrete fence

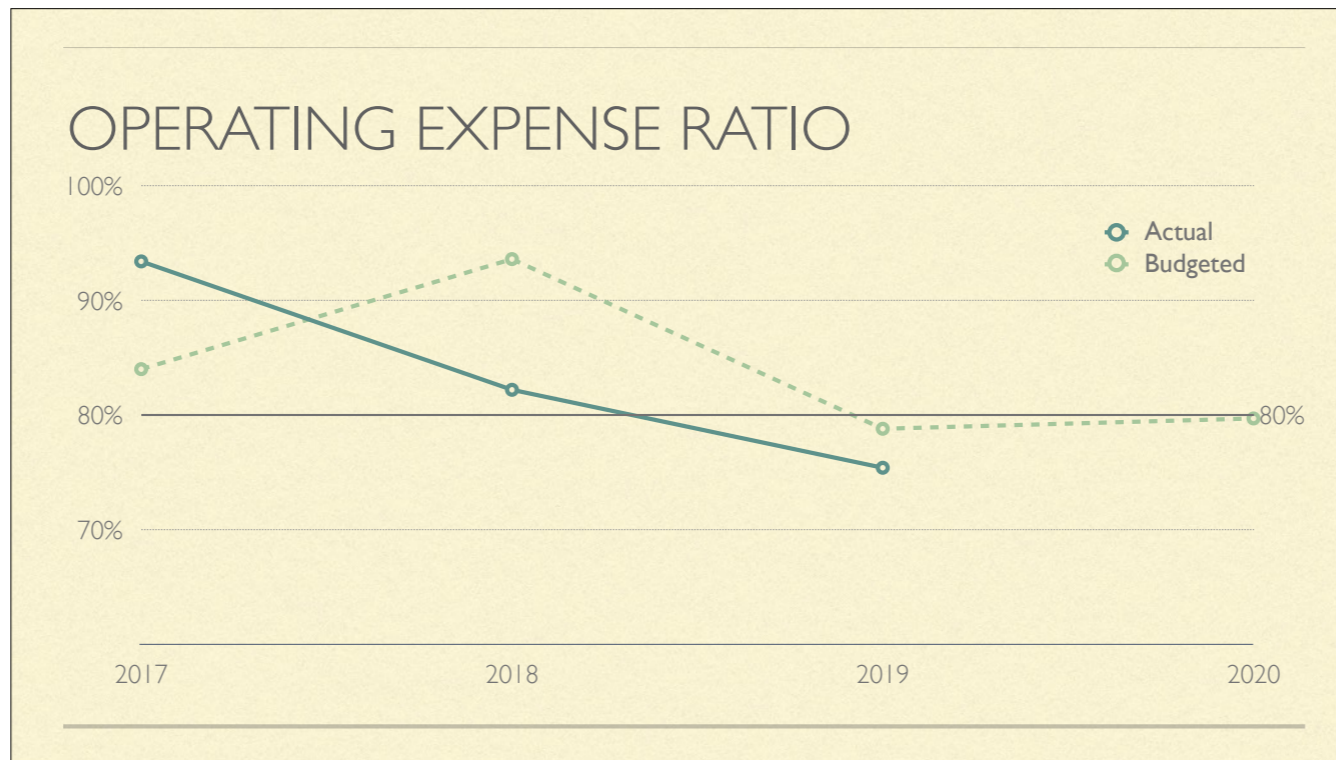
85K - Water budget (likely high, but depends on weather)

4.5K - Traffic & Safety constable patrols (weekly)

Non-recurring

70K - Landscape refurbishment

9.5K - Parking lot patch & seal



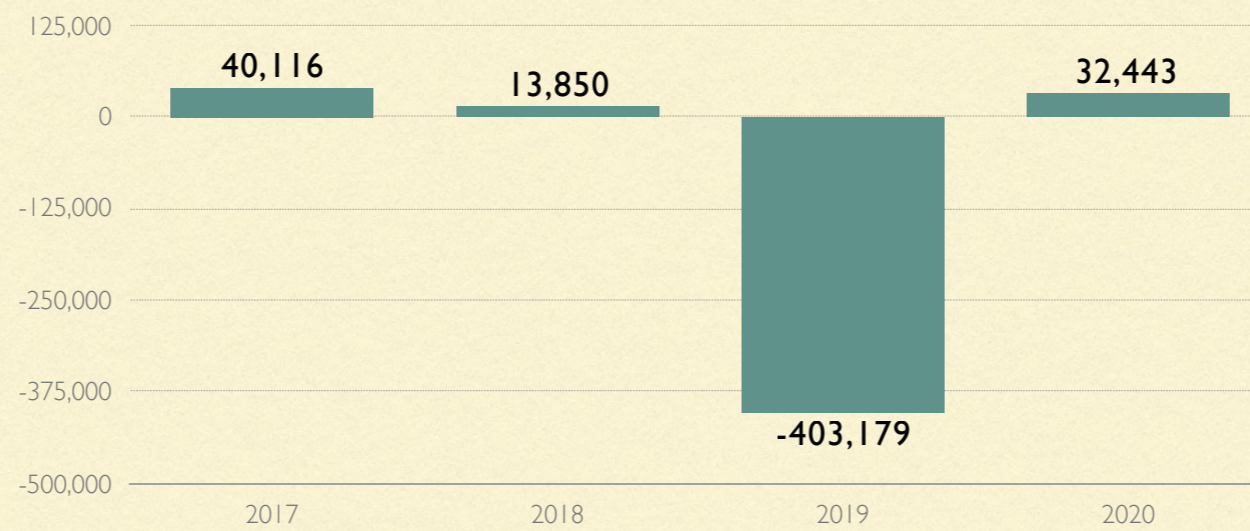
Deltas between budgeted and actual in a given year are largely water and maintenance expense variances with some variances due to classification errors.

2017 Pro-forma - 82% (River stone, etc.)

2018 - Water and maintenance had favorable variances

80% OER target is a sustainable financial management plan that lets us make steady progress on maintenance and upkeep backlog while fully funding capital expenses under the reserve study.

AGGREGATE CASH INCREASE / DECREASE



ANNUAL AUDIT

- Stephen M. Tilson, CPA
 - 2018
 - Done - No adverse findings.
 - 2019
 - Under engagement but not yet started.
-

QUESTIONS?

2019 PROJECTS



POOL BATH HOUSE



- Completed a little less than \$80K under construction budget
- Fully dried-in and weather proof structure
- Family changing rooms w/ warm water shower
- Year-round restrooms for park users
- HOA key-card required
- **Wi-Fi service**



Replacing ATT DSL and 2 POTS lines with Spectrum Cable provided enough bandwidth for remote access to the security camera video feeds, added a Wi-Fi hotspot and saved \$100/month.



New pool furniture replaced existing furniture that had deteriorated.







Some landscaping was added to pool area to fill in shaded out areas where sod had died.





Maintenance was done on the canopy frames and covers.









The Fire Marshall conditioned our occupancy certificate for the new structure on bringing the signage up to emergency code with much larger addressing numerals. Mark Weaver, a licensed electrician, and Dave Marshall volunteered their labor to repair and replace the electrical service to the signs.



The fence near the entrance was pressure washed and cleaned. We expect to expand this test to other unsightly areas of the community fencing along Boulder Lane based on the favorable results achieved here.









Park picnic tables were refurbished with new wood tops and benches.



Metal benches were installed along Boulder Lane.

2020 PRIORITIES



Maintenance and Upkeep Projects





Phase 1 of a multi-year landscaping project has begun. This will continue for several years to address shaded out and eroded areas throughout the community.

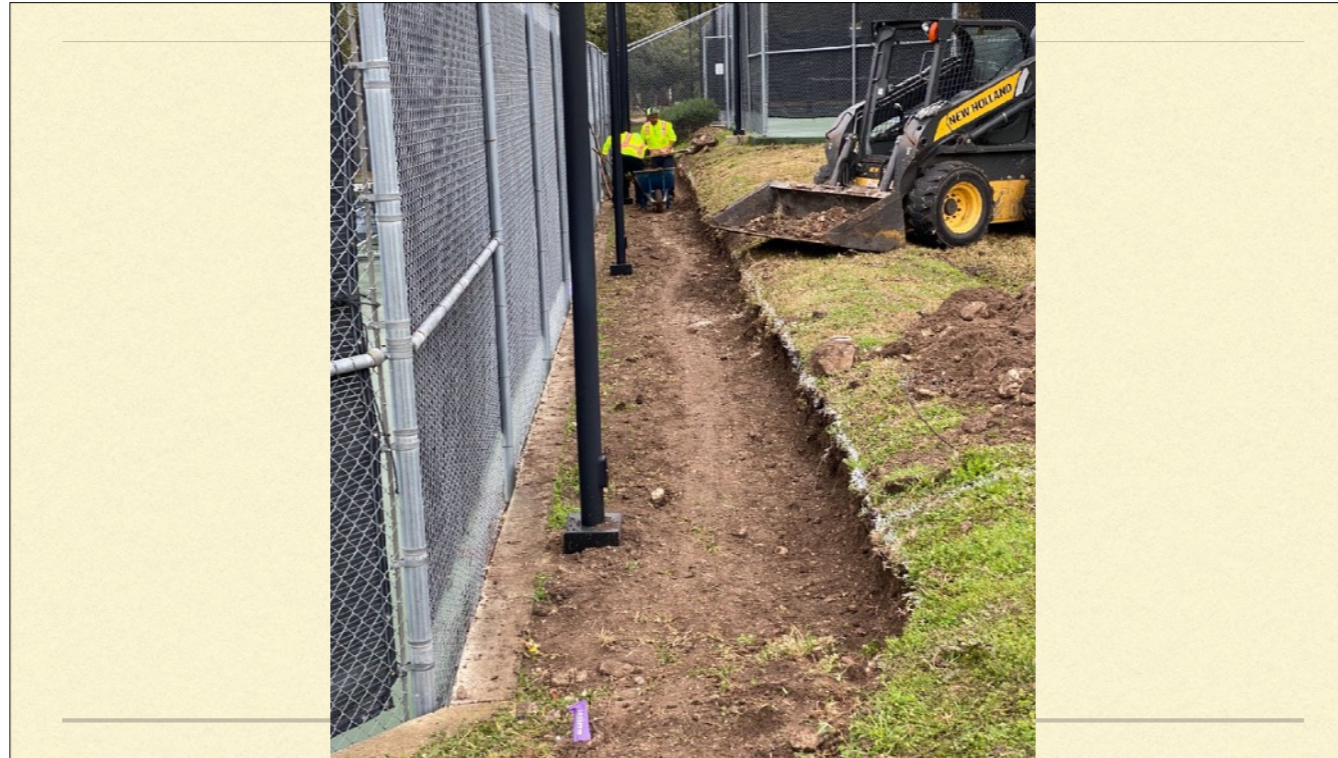




New landscaping installed at Savannah Ridge to improve visibility safety for exiting vehicles.







Erosion and drainage remediation around the tennis courts has started.



The court surfaces will be repaired and repainted when we are satisfied with the success of the drainage and erosion project.







Parking lot patch and seal is on the schedule for this year.



Dumpster enclosure will be reconstructed.



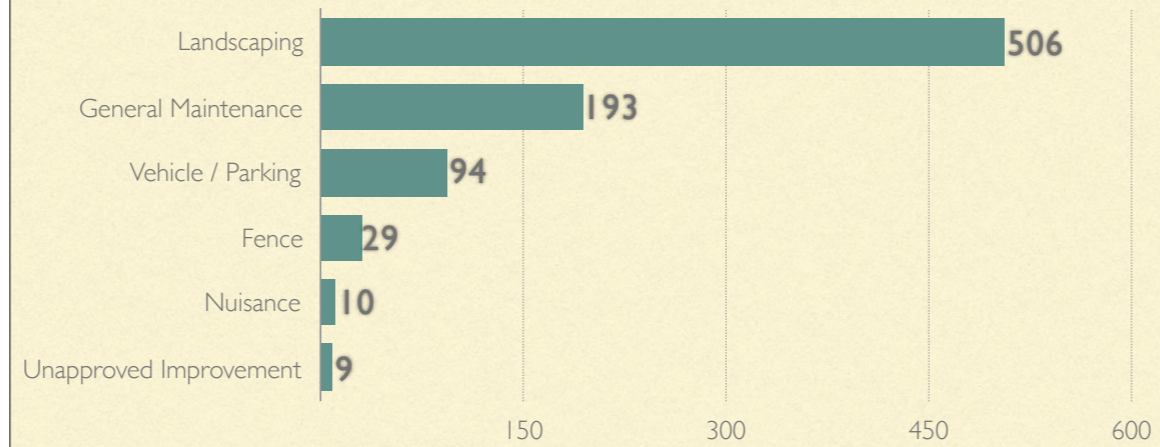
Trash enclosures will be scraped, repainted and repaired where possible.

QUESTIONS?

COMPLIANCE

Dave Marshall

2019 VIOLATIONS BY CATEGORY



2020 COMPLIANCE PRIORITIES

- Lawns, Xeriscape & Bed maintenance
 - Mowed, edged
 - Weed & debris free
 - Fences
 - Trash carts
 - Overnight street parking
-

With the HOA spending more resources to improve our common areas, we are going to be raising the bar on Members as well. In general, the more recent improvements to the HOA common areas are good guides for how we expect things to be cared for on Member properties.

WILDFIRE RISK MANAGEMENT

RISK REDUCTION AND SAFETY



- Volunteer led fuel reduction efforts
 - Fall timeframe likely to coincide with large brush collection
 - Reminder: **No Dumping**
 - Evacuation planning and preparedness
 - Seeking volunteers to help develop a plan with Travis County fire management staff
-

WHAT YOU CAN DO NOW

- Get a Home Ignition Zone Assessment
- Develop and practice a “Ready-Set-Go” plan for your family
- Sign up for local alerts:



See Mark Weaver for HIZA details.



MANAGER'S REPORT

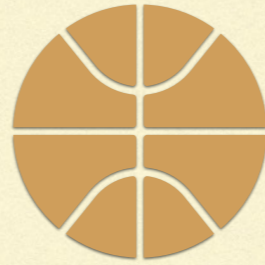
Denise Johnston, Community Manager
Spectrum Association Management

-
- Office address change
 - Pool reservation system
-

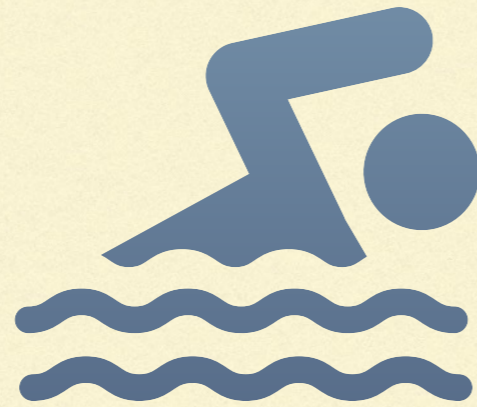
COMMITTEE REPORTS

AMENITIES

Jetti Nasrallah



NEW POOL HOURS



Open Daily April 1 - Oct. 31
5:30 AM - 8:00 AM Lap Swim
8:00 AM - 9:00 PM Open Swim
No Monday Late Open

Swim Team
Tu. & Th. 5:00 PM - 8:00 PM
Early June - Mid-July

TENNIS COURT CLOSURES

- Court closure for planned resurfacing and striping
- Date TBD
- Watch NextDoor, CanyonCreek.net, and/or CCHOA Facebook Page



COMMUNITY EVENT SCHEDULE



- Spring Egg Hunt - TBD
- Garage Sale - Apr. 25, 26
- End of School Movie - Friday May 29th, 7-10pm
- July 4th Bike Parade
- Dive-In Movie Night - Sat. July 11, 8-10pm
- Back to School Pool Party - Sat. Aug. 15, 7:30-9:30pm
- Fall Festival - TBD
- Holiday Party - TBD

Plug volunteer opportunities

QUESTIONS?

ARCHITECTURAL REVIEW

John Connors, Chairman

ARC'S MISSION

- Enforce DCCRs
 - Interpret DCCRs
 - Maintain positive, consistent look and feel of the neighborhood
-

ARC MEMBERS

- John Connors, Chairman
 - Dave Marshall
 - Lauri Fischer
 - Dave Galyean
-

HOW WE DO IT

- Set guidelines

- Review change requests



ALL changes to a property's exterior need a change request

- Talk to residents and develop workable plans (try not to say “no”)

- Monitor architectural trends and changes and provide guidance

- Watch violations and other trends to plan areas of compliance focus (satellite dish placement, lawn & landscape care, fences, etc.)
-

2020 ARC PRIORITIES

- Design Guidelines Document
 - Part of the “Canyon Creek Restrictions” under §1.7 of the Master Declaration
 - Will consolidate a variety of guidance documents published previously
 - Will be a single point of guidance for homeowners and their contractors with clear standards that ARC will evolve over time
 - Target: Spring 2020
-

QUESTIONS?

TRAFFIC & PEDESTRIAN SAFETY

Serge Zirojevic

TRAFFIC & PEDESTRIAN SAFETY (TAPS)

- Formed in 2018 as an advisory committee to the Board
 - Purpose
 - Propose and implement Board approved projects to improve traffic and pedestrian safety within Canyon Creek
 - Engage with CoA, Travis County and other agencies to further drive safety traffic and pedestrian related safety improvements in CC
-

TAPS MEMBERS

- Randy Lawson - Chair
 - Dave Marshall - Co-Chair
 - Serge Zirojevik
 - Ryan Sullivan
 - Mark Grosvenor
-

2018/2019 PROJECTS

Boulder Lane speed sign (DSDD) pilot (2018/2019)

- Committee recommended:
 - Permanent installation of two DSDDs on Boulder Lane
 - Board approved funding and installation in mid-2018
 - Data collected for 12 months through 2018-2019
 - TAPS committee has completed analyzing this data
-

Chestnut Ridge speed sign pilot (2019)

- Committee recommended and Board approved installation of two temporary DSDDs
 - Data captured over two month period in late 2019 and DSDDs removed
 - Data analysis and recommendations targeted for May 2020 BoD meeting
-

Sidewalk Survey (2019)

- Committee performed a survey of all city street sidewalks within CC in 2019
 - **80** city sidewalk trip hazards were documented and submitted to CoA for repair
 - CoA has made “temporary” repairs to most of those submitted
-

2020 GOALS AND PRIORITIES

Patrols

- Paid, "off-duty" Travis County Deputy Constable patrols increased to weekly to enhance traffic calming
 - Monitoring speeding, school bus loading/unloading, crosswalk, school zone, etc.
 - Patrols averaged 4 stops and 3.5 speeding violations per patrol in 2019
 - Highest ticketed speed in 2019 was 56mph in 35mph zone
-

DSDD SPEED SIGNS



Fig. 1

- Potential additional permanent speed sign recommended placement(s) in CC
- No new permanent DSDDs will be allowed on CoA RoW in 2020 (pilot program suspended)
- Potential location of a DSDD on HOA property on Chestnut Ridge is under review (Fig. 1)

Public Agency Engagement

- Ongoing engagement with city leaders and other local agencies
 - Mobility improvements (sidewalks, crosswalks, etc.)
 - Increased patrols by CoA police and TC Sheriff's Dept. in addition to weekly paid TC deputy constables

Ongoing review and implementation of additional safety measures

QUESTIONS?

GOVERNMENTAL OUTREACH

Randy Lawson
Dave Marshall

-
- Identification of candidate projects within District 6 and CC for potential Mobility improvement funding (CM Flannigan)
 - Revisions to proposed city Land Development Code zoning affecting Canyon Creek (CM Flannigan)
 - Revision to CCHOA/City License Agreement to include South Boulder Lane median (CoA)
 - Ongoing efforts with CAMPO, CoA, TxDOT and other agencies to provide road and intersection improvements in and around CC.
 - RM620
 - Resurfacing of certain CC streets to start as early as late-April 2020
-

QUESTIONS?



These committees are volunteer led. If you have an interest, we can probably find a place for you.

ELECTION

- 7 Directors elected to 2 year, 4-3 staggered terms
 - 2 retiring from the board this term
 - Candidate introductions
 - Floor nominations
-

UNFINISHED BUSINESS

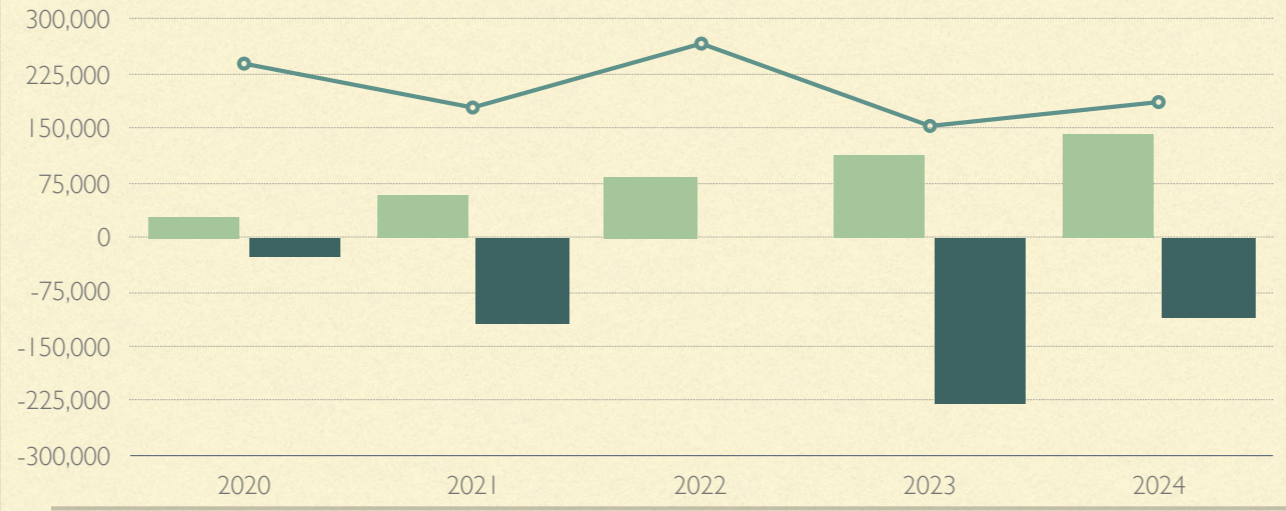
NEW BUSINESS

CONSIDERATION OF ADEQUACY OF
RESERVES

	ACTUAL/BUDGETED	RECOMMENDED	VARIANCE
BEGINNING BALANCE	\$238,928	\$235,216	\$3,712
CONTRIBUTION	\$136,877	\$28,100	\$108,777
RESERVE EXPENSES	(\$104,435)	(\$27,864)	(\$76,571)
NET CHANGE	\$32,442	\$236	-
ENDING BALANCE	\$271,370	\$239,164	\$32,206

RESERVE OPERATING PLAN

- Balance
- Contributions
- Expenditures



ADJOURNMENT
