

Canyon Creek Homeowners' Association
Annual Meeting
The Austin Stone Northwest
9001 N. FM 620, Austin, TX 78726
7:00 p.m.
MINUTES

- I. Roll Call – The meeting was called to order at 7:05 p.m. by Board President, Brett Funderburg. There were 376 Homeowners present in person or by proxy, which constituted a quorum.

- II. Proof of Notice – Denise Johnston of Spectrum Association Management provided proof of notice.

- III. Reading of Minutes of Preceding Meeting
 - a. Brett Funderburg stated that the draft 2019 Annual Meeting minutes have been available online for review for a year. Mr. Funderburg asked for a motion to waive the reading of the minutes. A motion to waive the reading of the minutes was made by Daryl Judice, the motion was seconded by Mark Weaver, the vote was unanimous, and the motion carried.
 - b. The draft minutes were provided to the Membership in the Membership packets. The minutes were reviewed by the Membership. John Connors made a motion to approve the minutes as written, the motion was seconded by Randy Lawson, the vote was unanimous, and the motion carried.

- IV. Reports of Officers and Board of Directors
 - a. Brett Funderburg reviewed the 2019 financial summary
 - i. A Homeowner asked if the 2019 audit would be posted to the website. Denise Johnston stated that she would make sure the 2018 audit is viewable, and that the 2019 audit is posted once it is complete.
 - ii. A Homeowner asked about the 2020 budget and Homeowner input. The Board informed the Membership that the budget discussions begin in June and continue through September. The Budget Board Meeting was in September and was open to the Membership. This will be the same for 2020.
 - b. Brett Funderburg reviewed the current HOA Assessment Collectibles
 - i. Mr. Funderburg asked the Membership to reach out if they have a financial hardship and ask for a payment plan.
 - c. Brett Funderburg reviewed the 2020 projected expenses. 2020 will see an increase for regular maintenance that was deferred due to the pool house remodel.

- d. Brett Funderburg reviewed the Operating Expense Ratio. He discussed the metrics the Board is working to manage to. The target is a 20% contingency.
- e. Brett Funderburg reviewed the Aggregate Cash Increase/Decrease.
- f. Brett Funderburg and Mark Weaver reviewed the Pool Bath House remodel project
 - i. A Homeowner questioned the cost of the Access Control System based on cost per door. Mark Weaver addressed and stated that there are multiple doors and upgraded capabilities of the system that was chosen and installed. Brett Funderburg informed the Membership that Mark Weaver generated significant savings to the Community by voluntarily running the electrical for the system.
 - ii. A Homeowner asked if the remodel was priced at a percent over, or fixed priced project. Mark Weaver informed the Membership that it was a fixed price project.
 - iii. A Homeowner asked about the differences in the spectrumam.com website and the canyoncreek.net website. Mark Weaver and Denise Johnston addressed this question.
 1. The spectrumam.com website is a Homeowner portal where Homeowners can access and manage their accounts, access the official documents of the association, reserve the pool for a non-private party as this is managed by SpectrumAM, get management company contact information and important management information and alerts.
 2. The canyoncreek.net website has community announcements, Board Member profiles and other community information as well as searchable documents and answers to frequently asked questions. This website also allows Homeowners to link to the tennis court reservation system which is managed by a committee.
 3. You can access the ACC Documents from either website.
 - iv. A Homeowner asked if the Meeting Minutes could be emailed to the Homeowners. The Board stated they would discuss this at a later date. The Board limits eBlasts to Homeowners so as not to spam the Membership with too many emails.
- g. Brett Funderburg reviewed the additional upgrades to the pool area which included replacement of furniture, landscape upgrades and canopy cleaning and resurfacing of the poles.
- h. Brett Funderburg reviewed the new entry monuments and the need to replace based on the Fire Marshall inspection and certificate of occupancy from the City of Austin. Mr. Funderburg thanked Dave Marshall and Mark Weaver for installing the electrical wiring for the new monuments.
- i. Brett Funderburg discussed the additional upgrades around the community.
 - i. A large portion of the Boulder Lane fencing was pressure washed

- ii. The picnic tables at the community center were completely redone
 - iii. New benches were installed along the sidewalks on Boulder Lane. This project was spearheaded by Russ Jakala.
 - j. Brett Funderburg reviewed the 2020 Priorities
 - i. Tennis court drainage and resurfacing
 - ii. Parking lot resurfacing
 - iii. Rebuilding the dumpster enclosure
 - iv. Refreshing the common area trashcans
 - v. Homeowner questions
 - 1. A Homeowner asked how the Board set the priorities – The Board discussed the reserve study and how the Board uses that as well as needs that arise to develop their plans.
 - 2. A Homeowner asked if the Board would consider surveying the community to prioritize projects. The Board stated they would consider it.
 - 3. A Homeowner offered to volunteer to work to engage the community to increase participation and create surveys for the community.
 - k. Dave Marshall reviewed the 2019 Violations by Category
 - l. Dave Marshall reviewed the 2020 Compliance Priorities the Board will be focusing enforcement on. Landscaping will be a major 2020 priority. Other items will be trash carts and overnight parking
 - i. A Homeowner questioned the enforcement of overnight street parking. Denise Johnston informed the Membership that it fell under contract law as each Homeowner signed a contract with the HOA when they purchased their home and agreed to the restrictions.
 - ii. A Homeowner asked about the sidewalks. The Board, led by Randy Lawson, informed the Membership that the sidewalks are owned and maintained by the City of Austin.
 - iii. A Homeowner questioned the vertical fencing requirements. Dave Marshall stated that the fencing requirement is specifically addressed in the DCCR's.
 - m. Brett Funderburg reviewed Wildfire Risk Reduction and Safety
 - n. Mark Weaver reviewed what Homeowners can do in reference to Wildfire Safety
- V. Reports of Management Agent
- a. Denise Johnston of Spectrum Association Management discussed the new Mobile App available with Spectrum Association Management
 - b. Denise Johnston of Spectrum Association Management informed Homeowners of the online method of reserving the pool.
 - c. Denise Johnston reminded Homeowners of the change of physical address for the office.

VI. Committee Reports

- a. Amenities and New Pool Hours were reviewed by Brett Funderburg
 - i. Mr. Funderburg discussed the planned resurfacing of the tennis courts. The date is not yet determined.
 - ii. A Homeowner had a question about the Canyon Creek Swim Team. Dave Marshall informed the Homeowners that the swim team is run by committee, and contact information can be found on the CanyonCreek.net website.
- b. Brett Funderburg reviewed the Community Event Schedule and issued a call for volunteers.
- c. John Conners of the ARC introduced the ARC and reviewed the duties. The Members are John Conners, Dave Marshall, Lauri Fischer, and Dave Galyean.
- d. John Conners reviewed the ARC's Mission which are to enforce the DCCR's, interpret the DCCR's, and maintain a positive and consistent look and feel of the neighborhood.
- e. John Conners and Dave Marshall discussed the process and turnaround timelines. In 2019, 94% of the requests were approved with an average of a 9-day turnaround.
- f. John Conners discussed the 2020 ARC priorities which include completion of the Design Guidelines for filing and publication.
 - i. A Homeowner questioned the installation of solar panels and their visibility from the street. Mr. Conners informed the Membership that a Homeowner must have written approval from the ARC, however, the laws have changed to allow them to be visible from the street if they can show the need.
 - ii. A Homeowner questioned the enforcement of trash cans left at the curb. Denise Johnston informed the Membership that there had been many complaints about neighbors leaving their trash cans out for extended periods of time. Mrs. Johnston informed the Membership what the Governing Documents state in reference to trash carts, and that the rules would be enforced.
- g. Serge Zirojevic reviewed the Traffic and Pedestrian Safety Committee duties and projects. The purpose is to implement Board approved projects to improve traffic and pedestrian safety within Canyon Creek. The Committee engages with the City of Austin, Travis County and other agencies to further drive safety and traffic and pedestrian related safety improvement within Canyon Creek.
 - i. The members are Randy Lawson, Dave Marshall, Serge Zirojevik, Ryan Sullivan and Mark Grosvenor.
 - ii. The 2018 – 2019 projects were Boulder Lane sped sign (DSDD) installation, and traffic study.
 1. A Homeowner asked about the lights on the DSDD sign being too bright and distracting. Mr. Lawson informed the Membership

that the lights were approved by the City of Austin, and there is no hazard.

- iii. The 2020 goals and priorities are increasing the paid off-duty Travis County Deputy Constable patrols, addition of potential permanent DSDD speed sign on Chestnut Ridge (currently under review), public agency engagement, and ongoing review and implementation of additional safety measures.
 - h. Randy Lawson reviewed the Governmental Outreach performed by Board Members. These include:
 - i. Chestnut Ridge speed sign pilot which occurred in 2019
 - ii. Identification of candidate projects within District 6 and Canyon Creek for potential Mobility Improvement funding with Council Member Flannigan.
 - 1. A Homeowner asked about adding streetlights along Boulder Lane near the school. Mr. Lawson stated he would look into it.
 - iii. Revisions to proposed city Land Development Code zoning and affecting Canyon Creek.
 - iv. Revision to Canyon Creek HOA City License Agreement to include South Boulder Lane Median.
 - 1. A Homeowner asked if the HOA might partner with the Church for the upkeep of the median area. Mr. Lawson stated he would look into that.
 - v. Ongoing efforts with CAMPO, CoA, TxDot and other agencies to provide road and intersection improvements in and around Canyon Creek.
 - vi. RM620
 - vii. Resurfacing of certain Canyon Creek streets to start as early as late-April 2020
- VII. Volunteer Opportunities were discussed. Denise Johnston notified the Membership that there were sign-up sheets in the lobby.
- VIII. Election of Members of the Board of Directors
- a. There were 7 candidates that submitted profiles during the call for candidates. The candidates were Deepesh Arora, Robert Canik, Dean El-Baz, Brett Funderburg, John Lampert, Vikram Shah, and Niral Sheth. All Candidates introduced themselves
 - b. Denise Johnston called for nominations from the floor. There were no nominations from the floor.
 - c. Serge Zirojevic made a motion to close the nominations, the motion was seconded by William Crain, the vote was unanimous, and the motion carried.
 - d. Patrick Schmidt and Jacquelyn Hass of Spectrum Association Management collected the ballots.
 - e. Patrick Schmidt and Jacquelyn Hass counted the votes.

- IX. Unfinished Business – There was no unfinished business.

- X. Consideration of Adequacy of Reserves – Brett Funderburg reviewed.
 - a. Brett Funderburg discussed the need to increase assessments gradually over the coming years. Mr. Funderburg asked the Membership if they would like a small increase each year for several years, or if they would rather see a 5-10% increase in one year, and then hold steady for several years.
 - i. A poll of the Membership showed they would prefer a larger increase every few years.
 - ii. A Homeowner stated that based on other HOA's in the area, their assessments are much lower than the norm.

- XI. Election Results
 - a. Brett Funderburg announced the newly elected Board Members: Brett Funderburg, Robert Canik, and Vikram Shah.

- XII. Adjournment
 - a. The Meeting was adjourned by Brett Funderburg at 9:11 p.m.