

Canyon Creek Homeowners' Association
Regular Meeting of the Board of Directors
Monday, January 11, 2021, at 6:30 PM
Via Zoom
Meeting Minutes

- I. Call to Order – The meeting was called to order at 6:32 p.m. by Brett Funderburg
- II. Roll Call – All Board Members Present
- III. Establishment of Quorum
 - a. Board Members present: Brett Funderburg, Russel Jakala, Mark Weaver, Dave Marshall, Randy Lawson, Robert Canik, and Poornima Siddapur.
 - b. Present from Spectrum Association Management: Denise Johnston
- IV. Approval of Meeting Minutes – November 9, 2020
 - a. The November 2020 Meeting Minutes were provided to the Board of Directors. The minutes were reviewed, and Robert Canik made a motion to approve the minutes, the motion was seconded by Russell Jakala, the vote was unanimous, and the motion carried.
- V. Financial Review/Treasurer's Report
 - a. Denise Johnston reviewed the December 2020 Financials. All accounts are in good standing.
 - b. Denise Johnston noted that the Association finished 2020 under budget and discussed making a one-time transfer from the operating account to the reserve account in the amount of \$30,000.00 to increase the reserve account balance. The Board approved.
 - c. Denise Johnston noted that the current operating account is carrying a balance greater than FDIC insurance limits, and requested permission to transfer an additional \$100,000 to the reserve account that will be listed as a payable to operating for future operating expenses. This amount will be transferred back into the operating account as the balance decreases. The Board approved.
- VI. Homeowner Open Forum
 - a. The Board offered the opportunity for any Homeowner to address the Board prior to moving forward with the rest of the Board business. There were no Homeowners wishing to speak at this time.

VII. New Business

- a. Tile and Coping Choices for Pool
 - i. Brett Funderburg requested permission from the Board to hire a color consultant to review the options and provide an opinion on which option to move forward with. The Board approved this by unanimous consent. Dave Marshall to put a note on NextDoor for qualified Homeowners. If no one volunteers, Brett has a contact.
- b. 2222 CONA Membership
 - i. Randy Lawson reviewed the organization.
 - 1. The Focus is very narrow and focuses on items of interest or effect to residential neighborhoods in the 2222/620 corridor (Land Use, Ordinances, etc.).
 - 2. Randy Lawson volunteered to be the representative for Canyon Creek HOA.
 - 3. Brett Funderburg made a motion to approve the budgeted expense and nominate Randy Lawson as the Canyon Creek HOA representative, the motion was seconded by Mark Weaver, the vote was unanimous, and the motion carried.
- c. Austin 311 Updates – Denise Johnston reviewed the 311 requests.
 - i. Bridge Post Repair – Still in Process
 - ii. Drain Covers – Appletree – Still in Process
 - iii. Jenaro Ct. Tree Removal – Still in Process
 - iv. Storm Drain Screens - Submitted
- d. Corbe Drive Repair – Denise Johnston reviewed.
 - i. Gas Vendor is awaiting CoA Permit.
 - ii. Check has been cut by Gas Vendor for Landscape and Irrigation Repairs. Once Received this will be deposited in the Operating Account as a credit against Landscape Improvements & Irrigation Repairs.
- e. South Boulder Entrance Enhancements – Board to Review Proposals – Pending License Agreement.
 - i. This item was tabled pending pricing from Going Green Landscape.
- f. South Boulder Entrance License Agreement
 - i. Document has been sent to the HOA's attorney for review.
 - ii. Insurance documents have been sent to CoA.
- g. Electrical Service to Front Median – Mark Weaver Reviewed.
 - i. There is a need for electrical service at the North Boulder median should the Board ever wish to improve the entry sign.
 - ii. Electrical service in this area would also allow for additional holiday lights.

- iii. Meeting with PEC has been requested by Denise Johnston and should happen within the next couple of weeks. This is the first step. There is no further action currently.

VIII. Old Business

- a. South Median Entrance Improvements – Pending Approval
- b. Neighborhood Median Improvements - Ongoing
- c. Dumpster Enclosure – Awaiting ETA from UnRuh Services
- d. Tree Trimming – Complete. Mark Weaver asked about the bushes encroaching on the Boulder Lane sidewalks. Dave Marshall asked that the locations be sent to Denise Johnston to have Yellowstone Landscape address. This was not included in the tree trimming.
- e. Pool Plaster/Deck/Tile/Coping – In Process
- f. Fence Repair – Basketball/Tennis Courts - Complete
- g. Playground Improvements – In Process
- h. Boulder Lane Fence Repair - Complete

IX. Committee Reports

- a. ACC
 - i. Dave Marshall reviewed. The Committee has reduced the processing time to a 6-day average.
 - ii. The Committee would like to look at imposing a specific fine for those that receive a violation for an unapproved improvement. The Board will consider.
 - iii. The ACC Committee would like to begin sending a welcome letter with Canyon Creek specific information to new Homeowners. Denise Johnston stated that whoever is responsible for the letter could be reimbursed by the HOA for any expenses incurred and postage. The Board approved unanimously.
- b. Traffic & Pedestrian Safety
 - i. Randy Lawson discussed that an email was sent to all Homeowners that reside near the areas proposed by the City of Austin for the DSDD signs on Chestnut Ridge as requested by the City. The email asked that anyone with a concern over the placement, please reach out to the Community Manager, Denise Johnston. There had been no response to the email to date. He will wait another week, and if there is still no response, he will let the City know there were no objections to the locations.
- c. Government Outreach
 - i. No update
- d. Trail – Robert Canik reviewed.

- i. The trail bridge repair is complete.
- ii. Robert is working with the Boy Scouts on a project to install trail signage. Once they have their proposal, they will present it to the Board.

X. Homeowner Open Forum

- a. A Homeowner asked about the violation process for yards that are not cared for. Dave Marshall responded to please reach out to Spectrum Association Management with the addresses. He also let them know that they may already be noted by the Site Manager, however, it is up to the Homeowner to comply to correct the violation once issued.
- b. A Homeowner asked if they could get specific information on the violations in the neighborhood. Denise Johnston addressed and let the Homeowners know that no identifying information could be released due to privacy. Denise Johnston asked the Board if she could upload the violation summary to the Homeowner Documents, the Board approved.
- c. A Homeowner wanted to thank the Board for their hard work and all of the improvements they are seeing in the community.

XI. Executive Session

- a. The Board did not vote to send any Homeowners to the attorney for collections.
- b. The Board chose the date of March 8, 2021 for the Annual Meeting. The Meeting will be held outdoor at the Pool area due to COVID.

XII. Adjournment

- a. Brett Funderburg made a motion to adjourn the meeting at 7:30 p.m., the motion was seconded by Randy Lawson, the vote was unanimous, and the motion carried.