Minutes of Called Special Meeting
of the Board of Directors
of
Canyon Creek Property Owners Association, Inc.,
A Texas Non-Profit Corporation

The special called meeting of the Board of Directors of Canyon Creek Property Owners Association, Inc. was held at the business offices of Canyon Creek Property Owners Association, Inc. at 2300 Club Drive, Granbury TX 76048 on April 14, 2022, at 7:00 p.m.

The following Board of Directors of the Corporation were present at the meeting:
Andy Wall - President
Michelle Freeman – Vice President
Gary Neill – Parliamentarian
Steffani Leuteneker

Kathy Napierkowski and Stephanie Harrison, Property Manager were not present at the meeting.

The meeting was called to order at 7:00 p.m. The quorum requirement was met. Parliamentarian Gary Neill welcomed attendees and reminded them of proper comment protocol.

Old Business:

1) The minutes of the Canyon Creek POA Regular Board Meeting held on March 14, 2022, were presented. Gary Neal made a motion to accept the minutes with a second from Steffani Leuteneker. Motion passed unanimously.
2) The Property Manager's Report was provided by Michelle Freeman in the absence of the Property Manager.
3) There was no financial report due to the absence of the Property Manager.

New Business:

1) Guest speaker from United Cooperative to discuss internet
   A representative from United Cooperative came to discuss progress on the fiberoptic internet service coming to Canyon Creek. Construction will begin in the neighborhood this summer.
2) Appointment of board member to fill vacancy
   Steffani Leuteneker made a motion to appoint Larry Britten to fill the vacancy left by the resignation of Don Curley for the remainder of the term. Gary Neal seconded the motion. Motion passed unanimously.
3) Discuss/Approve mailboxes
   In the absence of the Property Manager, Michelle Freeman reported on the need for 400 new regular mailboxes and 12 large boxes to meet the growing needs of the community. Michelle Freeman made a motion to allow the Property Manager to obtain bids for adding 400 regular mailboxes and 12 large boxes. Steffani Leuteneker seconded the motion. Motion passed unanimously.
4) Discussion on bar ditches and culverts
   Homeowners/Builders are responsible for maintaining bar ditches and culverts. On approval by the Canyon Creek POA attorney, builders or homeowners will be responsible for damages to bar ditches and/or culverts.

The Property Manager will obtain a damage assessment and the builder or homeowner will have a specified amount of time to make repairs. If the repairs are not made and the Canyon Creek POA must make the repairs, the homeowner or builder will be charged for the cost of the repairs.

5) Discuss amended rules and regulations
Michelle Freeman has been working with the Property Manger and the Canyon Creek POA attorney to get water drainage and building issues under control. The attorney has developed a new fine schedule to be applied during the construction phase and occupancy. Some fines escalate or add on over time. Also working on a tiered system for builders based on their experience building in Canyon Creek. Michelle Freeman asked the board to review the comprehensive rules and regulations.

6) Discuss/Approve resolution for Property Manager to handle settlement issues
Michelle Freeman shared a resolution giving the Property Manager authority to handle settlement balances equal to or lesser than $100,000 per dispute. Steffani Leuteneker made a motion not to accept the resolution as written. Gary Neill seconded the motion. Motion approved unanimously.

7) Discuss/Approve bids for culvert on Christine
On a motion made by Gary Neill, the Property Manager has been given authority to get bids for a new culvert to be placed on Christine. Larry Britten seconded the motion. Motion approved unanimously.

8) Discuss/Approve bids for road work
Michelle Freeman made a motion to give the Property Manager the authority to get bids for roadwork for the steep incline on San Jacinto, the steep incline going up the backside of Stonegate, and the east intersection of Steepleridge Circle. Steffani Leuteneker seconded the motion. Motion approved unanimously.

The board adjourned at 8:04 p.m. to enter Executive Session and reconvened at 8:21 p.m.
Item A: Steffani Leuteneker made the motion to accept Item A, seconded by Gary Neill. Motion carried unanimously.
Item B: Larry Britten made the motion to accept Item B, seconded by Gary Neill. Motion carried unanimously.

Member Open Forum:
Amber Harkrader discussed the need for her road to be repaired so her child could be picked up and dropped off at her doorstep. She received information from the school that repairs needed to be made before the bus would be allowed down the road. She also noted unsafe conditions for children waiting to be picked up at the corner of Creek and San Jacinto. Ms. Harkrader requested an update to the road assessment from 2020. Michelle Freeman gave an update on the Property Manager's interaction with the school and repairs that had been made by the Canyon Creek POA maintenance department.

Jane Cahill thanked the board for the progress being made and suggested adding communication about the bar ditches in the next dues statement, so homeowners are aware of their responsibility. She also suggested having name tags for board members and a large map to reference when discussing streets.

Debbie Hloznik inquired about when driveway tie-ins will be done. The board members shared it is the builder's responsibility to complete tie-in's to the roadway.

Felicia Jarvis asked if the POA is fining builders when water lines are broken. Aqua does fine builders when lines are broken, and TCEQ can also be notified by homeowners. She expressed concerns over the multiple water issues in recent months. Andy Wall suggested keeping a log of issues to be used when notifying TCEQ.

Brenda Trimble thanked the board for helping her with drainage issues and working hard to make Canyon Creek better.

The meeting was adjourned at 9:00 p.m. on a motion by Gary Neill and seconded by Steffani Leuteneker. Motion approved unanimously.

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By: _____
Colleen Stoner, Secretary

Member Open Forum:
Nathan Poteet discussed flooding on Firewood Lane. Hood County put his septic permits on hold due to wetlands which are in the same location as the culverts the POA intends to rebuild to help with the flooding issue. Mr. Poteet asked the board to consider changes to their plans to better resolve the drainage issue. This item will be placed on the agenda for the regular board meeting February 15, 2022.

Mrs. Cahill complimented the board on their thorough discussion of the new budget. She also brought up problems with drainage at the two-story home being built on Van Horn in Unit 9. Andy Wall suggested the DNI committee investigate this since the board cannot legally intervene.

Kathy Napierkowski motioned to adjourn the meeting with a second by Michelle Freeman. The motion passed and the meeting adjourned at 7:51 pm.

Attachments
Property Managers Report
Financial Report
FY 2022 Budget

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By: _____
Colleen Stoner, Secretary