

**CANYON CREEK
PROPERTY OWNERS ASSOCIATION
2300 CLUB DRIVE
GRANBURY, TEXAS 76048**

Minutes for Board Meeting on 12 February 2018

Regular Meeting was called to open session at 7:04 PM by Andy Wall, President at the Canyon Creek POA Clubhouse. Quorum was established and proper notice was given. Members present were:

Andy Wall, President
Gary Neill, Parliamentarian
CJ Brown

Sally Kennemer, Vice President
Bryan Jacobs, Treasurer
Zech Swendsen, Secretary

Parliamentarian statement was given by Gary Neill. The Minutes for the Board Meeting of 8 January 2018 were reviewed by the Board. Motion was made by CJ Brown to accept the minutes as written and was approved by a unanimous vote of the members. Stephanie Wolfe delivered the Property Managers Report to the Board (Attachment A). The Financial Report was delivered by Bryan Jacobs (Attachment B).

New business was discussed by the Board. The first item of business was to review submitted permits for new construction. Two permits were approved and one permit required more information. The second item of discussion was of work hours for construction by Andy Wall. He stated that there have been multiple complaints from different areas of the community about contractors working excessively late and early hours. The Board had open discussion with members of the community and contractors that were present about the complaints and working hours. Bryan made a motion to limit new construction permit hours to 7am to 7pm Mondays thru Friday; no work allowed on Sundays, Christmas Day, Thanksgiving Day, New Year's Day, and Fourth of July. The motion passed with a unanimous vote of support.

The third item of discussion was the fine schedule protocol for permanent construction by Stephanie. She stated there is an issue with builders and contractors not paying their fines per the fine schedule for violations. Stephanie requested direction from the Board about what actions to take with repeat offenders and time schedule for fine payments. The motion was made by Bryan Jacobs to establish phone and email communications to the builder or contractor by the POA office before increasing the fines. They have five working days from the time of communication to resolve the issue. The motion passed with a unanimous vote.

The fourth item of discussion by the Board of Directors was from Zech Swendsen regarding getting the new vehicle decals out to the community for 2018. The issues are trying to get them out fast enough and properly notifying the community of the change. Sally proposed putting notice on the marquee and giving a 90 day window before enforcing the new stickers at the gate. Stephanie said she also intended to include information about the stickers in the next newsletter. There were no open board discussion items.

Open Member discussion had participation from Jane Cahill and Tex Barton.

The meeting was motioned to adjourn at 8:02 PM by Bryan Jacobs; passed by unanimous vote.

As recorded by Zech Swendsen, Secretary.

PROPERTY MANAGERS REPORT

Nancy's collection report:

Nancy's collections for February is unknown at this time. Will report for February and March next month.

YTD

Property business: January 2018

1 Canyon Creek Lots sold

7 permits

Incident reports:

30 incident reports for February – No BREAK-INS or theft

Violation Letters:

8 violation letters mailed out

3 Fines sent

1 fine paid = \$100.00

Property Business:

New decals arrived today 3/12/18. As of tomorrow 3/13/18 it will be posted to the Canyon Creek website, the neighborhood facebook page, the marquee and will go on the newsletter in April. With this being new to the community we will allow 60 days to renew the stickers. The plan for 2019 will be to begin January 1st with the new decals and the property owner will have 30 days to register.

The Easter Egg Hunt sponsored by Lakeside Baptist Church will be March 25th from 4-6pm.

I met with our insurance specialist this morning to discuss our 2018/2019 insurance rates. Sticking with the same companies that we had this past year we received incredibly good rates. Due to no injuries or claims our workers comp insurance premium with Texas Mutual went from \$15,025.00 to \$9,518.00, a savings of \$5507.00. Our umbrella policy decreased from \$1305.00 to \$1280.00, a saving of \$25.00 and our package from Philadelphia which covers Property, D&O and General Liability went from

\$14,572.80 to \$13,432.65 a savings of \$1,140.15. A total savings of \$6,672.15 from 2017.