

Canyon Creek Owners Association, Inc.
Board of Directors Meeting
November 12, 2021

Attending: David Henry, President, CCOA
Susie Hogue, Vice-President and Secretary, CCOA
Jennette Tran, Treasurer, CCOA
Toni Myers and Lara Lewis, Beal Properties, Inc

Property Owners:

Robyn Keesling, Unit 1255
Alena Ababon, Unit 1250
John Magee, Unit 1213

Patty Murphy, Unit 1237
M Lo, Unit 1251
Ron Underwood, Unit 1339
Brittany Elliot, Unit 1207

Location: 903 S Texas Ave, College Station, TX 77840 and vis Zoom

1. Meeting was called to order at 10:13 a.m. A quorum of board attendance was determined present for business. The meeting was held via Zoom video conference call by Toni Myers, Beal Properties, Inc.
2. Minutes of prior CCOA Board meetings held July 9, 2021 and October 8, 2021 were sent out via email for review prior to meeting. David Henry provided a brief reading. Motion was made by Susie Hogue to accept as written, Jennette Tran seconded the motion, and the minutes were approved unanimously.
3. Financial Report
 - a) Third Quarter Financial Review
 - b) 2022 Budget Presentation to the Board
 1. To help pay the roofing and painting project expenses, the Reserve Account will be tapped
 2. Increasing dues by 15% was discussed. This will equate to \$307.40 annually. Motion was made by David, Susie seconded the motion, and the 15% dues increase beginning in January 2022 was voted on and approved unanimously.
 3. It was discussed that 10% of dues be paid to Reserve Account biannually. We can remove funds as needed to cover capital improvement projects. We will be assessing this fund to cover the roof expenditure this year not covered by insurance.
 4. 2022 Budget was reviewed. Motion was made by Jennette, David seconded the motion, and the 2022 Budget was approved unanimously.
 5. Lara discussed the expected 2022 property insurance increase for everyone due to the high claims from recent storms. She will rebid the insurance coverage before July since we will have new roofs on all buildings.
 - c) Project Loan from Prosperity Bank
 1. In order to finance the capital improvements, the BOD has elected to take out a loan with Prosperity Bank. Our accounts have been moved to Prosperity Bank in order to do this. The loan will be a six-month interest only loan. Our goal is to pay off the loan at the end of six months through a one-time special assessment to all property owners.
4. Management Report
 - a. Delinquency Report: Two Units remain delinquent for a total of \$2,170.54. This includes late fees. The motion to turn these over for collection through the attorney was made by Susie, David seconded the motion, and the decision to send these for collection was approved unanimously. Lara will notify attorney.
 - b. Violations: Life/safety issues such as grills and heaters with propane bottles attached are forbidden by City code. The fire department will be notified. We can also fine for this. We do not have a fine schedule, so Lara will look into this through the attorney and get back to the board.

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5. Old Business

- a. Roofing Project: Ongoing and plan to be completed by Thursday of next week.
- b. Paint Project: Starting the week after Thanksgiving. Color selection is underway.
- c. Gutter Project: Every building will receive complete gutters and leaf guards in The Spring.
- d. Landscaping Project: Effective 12/1/21 We will have a new grounds maintenance company. They will also begin a complete landscaping project to include hardscape and irrigation revisions in the Spring following the gutter installations. They will also help us address the water issues between buildings 1-4.
- e. Front Gate: The gates were being removed today for the painting process. This will take about 10 days. Then Brenham will install new equipment. There will be one controller that opens both the front gate with a clicker and the pool gate with a swiping fob. Each owner will be issued the number of controllers per bedrooms. Also, the entrance will have a call box programmed accordingly to the residents' phones which allows them to grant access through their phones.
- f. Drainage Issues Behind/Between Bldgs 1-4: The new landscaping company is working with us to provide a solution.
- g. Pool phone and lock: The State required emergency phone is installed. The locking gate will be completed by Brenham.
- h. Violations Updates: Beall continues to inspect and notice owners and tenants of violations. The BOA will discuss adding a fee and fine schedule to our declaration/bylaws to help keep our community safe and property values up.

6. New Business

- a. Pool Pump/screen: Oasis Pool Company will begin servicing our pool. The pool pump currently works, but the control screen is unreadable, so the pumps run 24/7. Oasis will provide a bid to replace with a new variable speed pump(s). This will decrease our utility use, thus offsetting this expense.
- b. Windows/Doors/Garage Doors: Windows must be maintained in good condition. Owners with windows in need of replacement will be notified. Adequate time for replacements will be allowed due to the length of time.
The BOA has approved a new door style that can be seen on Unit 1248. This will provide a safer and more up to date front door option.
- c. Water pressure issues: Several units have had their pressure regulators replaced due to issues with high pressure causing damage.
- d. Frat House: The egress/ingress at the back of the property has been terminated. The walkway has been removed and the area around the gate has a wooden structure on our side to stop the trespassing. A No Trespassing sign is in place. The police have been notified, and our attorney will send a cease-and-desist letter to all parties. We cannot allow the liability to continue.
- e. Fire Walls: It is advised to have all units check their firewalls in the attics after your roof is completed to make sure there are no loose sheetrock hanging that can fall and penetrate your ceiling.

7. Next Meeting is January 7, 2022 @ 10:00a.m.

8. The meeting was adjourned at 11:50 a.m.