

COUNCIL CREEK SOUTH PROPERTY OWNERS ASSOCIATION
EXECUTIVE BOARD MEETING
March 26, 2011

A. CALL TO ORDER

1. Roll call of members present: CB Harrah, Rene Villarreal, Susan Cowan, and Candy Smith

B. APPROVAL OF PREVIOUS MINUTES-Minutes from the November 2010 meeting will be emailed to members for approval.

C. COMMITTEE REPORTS

1. Treasurer's Report- Treasures report-approved. 63 people paid dues; about 90 people have paid road maintenance fees. Board discussed how to handle the issue of people who have not paid fees. Covenants call for a lien to be placed on property but no more specific information on what process to use. CB will draft procedure for filing liens, steps to be taken so the procedure is fair and clear, and send to board members for review. CB will follow up on sending info to Rene regarding information about a current lien and a letter received from an attorney.

D. OLD BUSINESS

1. Status of Website.

Possible Content Improvement CB owes project update to Susan. Discussed if a better copy of the plat map could be uploaded; Susan stated if electronic file exists it could be converted and added to site as a pdf file. Recent board nominations will be posted.

Post Recent Board Nominees –The Board discussed how to generate interest in volunteers serving on the board. No specific plan was formulated. Currently there is a very small pool of available volunteers.

2. Infrastructure Maintenance

TX Forest Service Assistance: Tx Forest Service Assistance is available due to our participation in the Firewise program. Forest service has been out several times, and recently reviewed Ledge Street for possible assistance with clearing the easement of fuel. POA needs to mark center of easement and forest service may assist with clearing 30 feet from center of easement. Board approved renting metal detector to locate boundary marker pins and place flags. We might need to have a surveyor come out if pins cannot be located with metal detector. Board approved expenditure for metal detector. Discussed bringing up with Bill Neve the possibility of a fire access/emergency road to county road 115.

3. Road Maintenance Prioritization:

Road maintenance priority discussed. Tree limbs are down in the park and board approved expenditure to have this removed. Discussed as priority places that need emergency access including Kings Plaza-removal of cedars and expansion of area behind well. Discussed need to revise the priority one list for road projects. Ledge and Echo do not have good access for fire trucks. Discussed removing fire materials and added road base. Need to clear cedar across entire easement (40 feet) and then add road base and consider turn around area for fire truck. Approximate cost is about 19 cents per square foot for road base. Break down of material cost for truckloads of base, materials and labor was reviewed as breakdown cost. Tar and gravel would cost about 60 cents per square foot. Discussed if the road base could handle areas that tend to wash out. Road base has to be put in before tar and gravel can be added. May need to add some concrete barriers in worst areas. Discussed possible repair to park road for potholes, etc. and CB indicated estimate from contractor for repair to park road would be about 3500 and may not be priority at this time.

4. Policies and Procedures:

Determine top three and get them done—The Board's top priority is to develop a way to handle overdue maintenance fees. Discussed policy and procedure for architectural review and getting a procedure in place for ARC to follow. Rene brought up concern about privacy policy and needing to have a statement in place regarding our privacy policies and members agreed that this should be priority.

4. Status of Fire-wise Planning: Firewise planning update-Our POA was recognized last year initially and again this year. There are only about 30 POA's in Texas that have this designation. Claire has been in contact with Jo Tedder in Council Creek about working to become Firewise as well.

5. Status of Amendment of POA Bylaws: The next election will be for deed restrictions, and then go back to focus on the bylaws. The Board will consider amending bylaw language to reflect same language and revise the overall bylaws to update. This will need to be done by another election after deed restrictions are put into place. Discussed removing some of the old ambiguous wording and proposed updates

6. Status of Amendment of CCS Covenants, Conditions and Restrictions: The board set a tentative date for the election for deed restrictions for June. The newsletter will be sent out in May and the election held after that.

E. NEW BUSINESS

1. Preparation for 2011 Annual Meeting: Agenda for annual meeting was discussed. Discussed having volunteers cook vs. having meal catered. Will continue to have members cook.

1. Board Vacancies – who are some well qualified candidates?

2. Articles for next 2011 newsletter- date TBD: Newsletter articles-main focus will be on election for deed restrictions.

F. PARKING LOT ITEMS-None at this time

G. ADJOURNMENT: Meeting adjourned at 11:58.