

Rocky Hollow Ranch Property Owners Association

Annual Meeting Minutes

Trailblazer Grill Burnet, Texas

March 9, 2019 10:30 a.m.

Board Members Present:

President	Bill Bundy
Vice President	Ken Tyson
Secretary	Donna Elwell
Treasurer	Linda Bundy
Member at Large	Elizabeth Donahue
Member at Large	Roy Williams

1. Meeting called to order at 10:30 by Bill Bundy

- a. Quorum Statement - 18 owners were present. 8 owners submitted proxies. 31 lots x 75% = 23 votes are necessary for a quorum. Quorum requirement was met.

2 Tommy and Annette Parker	Present	17 Thomas and Gaylene Boone	Present
3 Cathy & Douglas Jacobson	Proxy	18 Jondan and Desiree' McBride	Present
4 Keith & Donna Elwell	Present	20 Lynn & Kay Jacobs	Present
5 Timothy Atkinson	Proxy	21 Jay and Leslie Carey	Proxy
6 Jennifer M. Beaver	Proxy	22 Scott Cason & Suzanne Patton	Present
7 David & Elizabeth Donahue	Present	23 Bobby and Sandy Doyal	Present
8 Robert & Diane Brown	Proxy	24 Glenn & Wanda Pittsford	Proxy
9 Bill & Linda Bundy	Present	25 Bobby and Sandy Doyal	Present
10 George & Judith Janiewicz	Proxy	26 Ken & Sue Tyson	Proxy
11 Roy & Betty Williams	Present	28 Robert and Nelly Mathews	Present
12 Kris Doten and Andy Cooper	Present	30 Keith and Barbara Anderson	Present

13 Jim & Gizele Montgomery	Proxy	31 Mike Waltmon	Present
14 Garrett and Amber Hagen	Present		
16 Ian & Gillian Norton	Present		

2. RHR Wildlife Management Report - Keith Elwell
3. RHR POA Secretary's Report - Donna Elwell
 - a. The minutes from RHR POA 2018 Annual Meeting were previously emailed to members for review. Bill asked if there were any questions or discussion. Ken Tyson made a motion that they be approved. Motion was seconded by Elizabeth Donahue. Minutes were approved by unanimous vote.
4. RHR POA Treasurer's Report - Linda Bundy
 - a. The Treasurer's Report for 2018 was previously emailed to members for review. Bill asked if there were any questions or discussion. Elizabeth Donahue made a motion that it be approved. Motion was seconded by Gillian Norton. The report was approved by unanimous vote.
5. Architectural Control Committee Report - Ken Tyson
 - a. Ken reported that no new homes were started in 2018.
 - b. Glenn Pittsford asked that he be replaced on the committee. An election of new ACC Member-at-Large (1) for 2 year term was conducted (nominations taken from floor). Andy Cooper was elected to the position.
6. Old Business - Bill Bundy
 - a. A gate update was given by Keith Elwell . Since installation of the new gate controllers, there have been very few issues. Most were very minor in scope. There was much discussion concerning whether to keep gate open or shut now that construction has diminished. The Board recommended that the gate be shut 24/7. The gates can be held open during heavy construction. Donna Elwell made a motion that the gates remain closed. Motion was seconded by Dave Donahue. Motion was approved by unanimous vote.
 - b. Roy Williams asked that the POA consider using a camera at the front gate to discourage people without codes pushing open the gates. After discussion, three deterrents were recommended. A motion was made by Roy Williams to install a warning sign and install a fake video camera. Motion was seconded by Mike Waltmon and approved unanimously.
 - c. A Road Report was given by Keith Anderson. The entire report had been previously emailed to owners. (see Attachment A) After much discussion about the causes of some of the current issues and the types of repairs that could be

made, Bill Bundy asked that the board be allowed to evaluate the recommendations. Roy Williams made a motion that the board review the repairs needed, look at costs, get competitive bids, and proceed as needed. Motion was seconded by Ken Tyson. Motion approved.

- d. Keith Anderson announced he was retiring but will assist as needed.

7. New Business - Bill Bundy

- a. Election of officers: (nominations from the floor for all of these positions)
 - i. President - Bill Bundy -volunteered to serve another 2 year term. No other nominations from floor. Roy Williams made a motion to elect Bill Bundy. Seconded by Liz Donahue. Approved unanimously.
 - ii. VP / Chairman of Acc - Ken Tyson was nominated to serve a one year extension of his current term. This will put President and Vice Presidential elections in opposite years. No other nominations from floor. Liz Donahue made a motion to elect Ken Tyson. Seconded by Dave Donahue. Approved unanimously.
 - iii. Member-at-Large (2) - Liz Donahue made a motion to elect Mike Waltmon. No other nominations from floor. Seconded by Linda Bundy. Approved unanimously.
 - iv. Treasurer - Linda Bundy was recommended by the board for a two year extension. No other nominations from floor. Dave Donahue made a motion to elect, seconded by Liz Donahue. Approved unanimously.
 - v. Officer List (see Attachment B)

8. Assessments for POA - The Board recommended that the yearly assessment be kept at \$500 in order to maintain enough funds for future road repairs and other expenses that may occur. Keith Elwell made a motion to accept the recommendation. It was seconded by Elizabeth Donahue. Motion approved.

9. Code RED - Bill Bundy explained the need for an evacuation plan for Rocky Hollow Ranch. Emergency plan was developed for POA and presented by Donna Elwell. The plan and associated information has already been distributed to current home owners. Bill explained that this is still a work in progress and will continue to be refined. Areas still to be addressed include preparing a Google Earth view of proposed routes through lot numbers 15, 16, or 27 if the main road is blocked.

10. New property owners were introduced.

- a. Desiree and Jondan McBride - Lot 18
- b. Mike and Jean Threadgill - Lot 27
- c. Annette and Tom Parker - Lot 2

11. New "STOP" signs on upper loop of Rocky Hollow Drive forthcoming. Some brush near intersection may need to be trimmed.

12. Bill Bundy discussed the issue of animal control - domestic and feral
 - a. Covenant - Section 1.11 "No domestic pets will be allowed on any portion of the Residential Property other than on the Lot of its owner unless confined to a leash...No animal shall be allowed to run at large."
 - b. Sheriff's office - Animal Control
 - c. Poisonous reptiles - Bill will be glad to assist in the removal and relocation of these pests
13. Next meeting will be February 29, 2020.
14. Motion to adjourn by Ken Tyson. Motion seconded by Elizabeth Donahue. Approved unanimously.

Attachment A

ROAD REPORT RECOMMENDATIONS FOR 2019

This report contains an evaluation of the road condition and recommendations for specific repairs. It is based on daily walking speed observations and the history of the road condition since 2006. The road was last totally resurfaced in 2011 and was significantly repaired in 2016. The subdivision building increased and subsequently higher traffic levels have significantly changed the conditions and my recommendations. This report is based solely on the opinions of the writer and no contractors have been contacted for opinions or estimates.

Specific comments on different factors:

1. **Road surface:** The surface is "tar and chip", a thin membrane which depends totally on the integrity of the underlying road base. The surface is now deteriorating at an increasing rate. This is shown graphically by the areas where the rocks have worn away leaving tar exposed (darker) and in areas where the rock comes off unevenly leaving a rough surface. This process is normal and is worst on curves and hills for obvious reasons. That said, there are long stretches where the pavement surface is still very good, while the main hill is now substandard.

Important note: In the 2016 repairs, there were extensive areas that were resurfaced. We put down somewhat smaller rock to better fill the voids, using the same amount of tar. This results in the tar coming up higher to better hold the rocks, but results in a darker surface. This surface is smoother.

2. **Cracks in the pavement:** There are numerous cracks that go across the road as lines. Generally, these represent expansion/contraction and do not threaten the integrity of the road. The lengthwise cracks can also be expansion/contraction but also usually represent some movement of the underlying road base - usually towards the edges. If the cracks are single lines, they usually can be covered during the next paving. If these are multiple cracks, they eventually form a patchwork of small chunks of pavement (resembling the back of an alligator) which will fail under traffic. We now have several areas where this pattern is becoming clear. In most cases, repaving over it will stabilize and seal it (sometimes requiring two coats). There is also a possibility that these areas are caused by artesian moisture coming up underneath and softening the road base, eventually cause a pothole. At present, these areas can probably be stabilized with repaving. If they need more work, the next step usually means digging out the road base down to solid material and back filling with either packed road base or cold mix asphalt.

3. **Edges:** The deterioration of the edges is the most visible and aggravating condition on the road. The tar and chip is a very weak edge to start with and is easily chipped off in traffic. The worst areas are the places with trees in the center where we are patching over patches. There are also extensive stretches where there is chipping particularly on the inside of curves. **NOTE:** The edge chipping is also caused by frost - where the road base is wet and a frost causes expansion and a void under the pavement, which collapses under traffic or even foot traffic. The best solution would be concrete ribbon curbs, but the practical solution is asphalt cold mix

rolled out as smooth as possible. The road was originally about 20' wide and needs to be at least 18', a standard we meet, so the edges aren't a panic.

4. Ditches: The subdivision ditches were originally well designed and have been functional. With age, there are numerous places where silting and erosion have created issues, generally only in the large storms. Specifically, the ditch from the gate to the Lot 2&3 line (outgoing side) is silted to the point where water doesn't freely flow down to the Hwy 29 ditch. In the last big storm, a standing pool developed 1/2 across the road at the north Lot 1 drive. Similarly, the ditch on Lot 13 (north of drive) to the drive on Lot 15 needs reshaping, since a pool develops across the road near the lot line of Lots 13 & 14. These are in need of attention, but there are also other smaller areas to be evaluated. There are also areas where the ditches have eroded excessively. This is particularly true on the incoming side from Lot 29 up to Lot 25. Much of this area doesn't have cross culverts and carries the water down the hill at high speed. This doesn't generally threaten the road, but of course, would largely destroy the bottom of a vehicle if a tire went over. Repairs generally require large rip/rap or concrete. These repairs have been done on Lot 30 (my expense) and on part of Lot 31 (POA expense). Lastly, the ditch at the entrance has grass turf building up, resulting in standing water on both sides during extreme rains. This is not serious at present, but we should be careful about keeping this area clear.

RECOMMENDATIONS:

1. It is now time to remove the remaining trees in the road. I have made this recommendation every year, but now I think you should take this seriously for the following reasons:
 - a. These trees are the biggest liability faced by the POA - what I call "hard facts". The increase in traffic due to the new construction of residences makes the odds of accident much higher. As I live near the lower trees, I am constantly amazed at the number of vehicles coming down at speed and then having to brake hard to pass the trees. I even recently saw a Fed Ex trucks pass on the wrong side of the trees.
 - b. The trees force the traffic to the edges. On several places this traffic at the edges is apparently causing the pavement to sink. Removal of the trees moves the traffic back in. If you add in that most of these trees are in or near curves, the damage and danger are multiplied.
 - c. The trees present a danger for periods of emergency (i.e.: wildfires). Panicked drivers aren't careful, the canopies of the trees (particularly the lower ones provide a path for fire to spread across the road, and of course, the trees themselves could fall blocking the exit. This would require removal of the trees themselves, grinding/backfilling the stumps, and repaving, preferably with asphalt paving. The expense would largely be offset by self help work and by not having to repair the edges.
2. I recommend that the road be resurfaced totally (tar and chip) from approximately the lot line of 29/30 up to the top of the hill near the drive of Lot 24, minus the areas repaved in 2016.

3. I also recommend that any areas with expensive cracks be paved over with tar and chip or asphalt where required. There are also many small gouges and holes to be filled as identified. All asphalt patches should be covered with tar and chip for appearance purposes.
4. If the trees are removed, the need to patch edges is dramatically reduced. I recommend that any edge damage that has significantly encroached on the width of the road be patched with asphalt. This can get expensive fast. Also, much of the chipping on inside curves is caused by trailers, and if you patch out the wear areas, the traffic simply moves out and the problem moves further out. Sometimes a layer of road base is a compromise. Any patches should be covered with tar and chip. NOTE: We have generally avoided filling cracks with tar because it usually doesn't significantly improved maintenance and because it makes a generally good road look worse.
5. I recommend that the two ditches identified above be evaluated for repair, realizing that these could involve considerable expense and equipment.

Other comments: I have considered installation and repair of driveways to be matters for the architectural committee, except where the integrity of the road/ditches is affected. At present, there are several new culverts that don't have concrete caps. There are also numerous drives where their gravel is encroaching on the road, particularly where the drives slope down to the road. There is one drive, which is significantly lower than the road, resulting in damage to the edges. Finally, there are several old culverts, which are either silted in or need reshaping of the ditches nearby. These are all homeowner responsibilities.

This report is long due to the specific conditions to be addressed, but also because it is a summary report and is my last one. I stand ready to consult with the new monitor, if requested.

Respectfully submitted,

Keith Anderson

Attachment B

2019 POA Officers and Architectural Control Committee

		Elected	Term Ends
President:	Bill Bundy	03/09/19	02/27/21
Vice President:	Ken Tyson	03/09/19	02/29/20
Secretary:	Donna Elwell	02/24/18	02/29/20
Treasurer:	Linda Bundy	03/09/19	02/27/21
Member At-Large (1):	Elizabeth Donahue	02/24/18	02/29/20
Member-At-Large (2):	Mike Waltmon	03/09/19	02/27/21
Chairperson:	Ken Tyson	03/09/19	02/29/20
ACC Member At-Large (1):	Andy Cooper	03/09/19	02/27/21
ACC Member At-Large (2):	Elizabeth Donahue	02/24/18	02/29/20