

Potranco Ranch Homeowners Association, Inc.
14603 Huebner Rd, Bldg 40
San Antonio, TX 78230
Annual Meeting
Minutes November 27, 2018

Board Members Present

Michael Ingersoll and Cecil Perkins

Board Members Not Present

Mary Hoyt

Location

Potranco Elementary School, 190 County Road 381, San Antonio, TX 78253

Management Company Representatives

Rodney Herrera and Kacee Hurt, Diamond Association Management & Consulting (DAMC)

Call to Order and Introduction

Meeting called to order by Rodney Herrera at 7:01 pm.

Verification of Quorum

DAMC verified a 10% quorum was met with 29 homeowners in attendance.

Guest Speaker

Lance Elliott, PID Consultant, spoke on behalf of the PID (Public Improvement District). He explained that the PID levies assessments. One may be exempt from property taxes but not assessments.

He explained that the Potranco ranch PID was formed in 2012. The PID is only for the streets and maintenance of the subdivision. The Developer was allowed 10% of what he asked for. PID pays for the Maintenance of the facility within the subdivision. The PID is paying a million dollars for the streets, the developer is paying all the additional cost, until which time enough money has been built up then it will go to a street fund for future repairs. The developer should be paid back by 2024. At that time they will look at lowering the Assessment for the PID. Ask the Board to mail a one page budget that shows what the PID pays for. The service plan is available on the HOA website for homeowners.

The developer is giving Medina County a 1.5 million dollars for a service building (first responders) that is being built on Potranco Road. Medina County were waiting for the developer of Potranco Acres to donate two acres of land. And the Developer was waiting to make sure that they could bring water to the building first. Yancey is building the water line into the emergency line, so now Mr. Vester has donated the land and the building should be there within

the next 18 months.

Minutes

The homeowners were given a few minutes to review the prior year's annual meeting minutes. There was a motion to approve the minutes as written and a second, and the majority approved. The 2017 Minutes were passed as written.

Then homeowners were given a few minutes to look over the 2018 Semi Annual meeting minutes. There was a motion to approve and a second. The 2018 Semi Annual Meeting Minutes were approved as written.

Officers Report

Michael Ingersoll reported on the Potranco West new development, also known as Units 11-15. Potranco West will fall under a different PID and consist of 114 lots. This new development will also be annexed into Potranco Ranch and abide by the same rules with the exception of irrigating landscaping using reuse water from Forest Glen.

Michael asked if homeowners would be interested in a Neighborhood Watch program. A few hands (15) were raised. He then asked if anyone was interested in participating in the program to send an email the HOA.

Michael let the homeowners know about the gate opening and closing times. Sittre Drive is open Mon – Sat 7:00am – 5:00pm Sunday 10:00am – 5:00pm. Barden Parkway Mon – Sat 5:30am – 6:00pm, Sunday 10:00 am – 6:00pm

Michael polled the homeowners to see how many homeowners would like the HOA to request the PID look into keypad locks for the pedestrian gates at the entrances. The majority said yes.

Michael polled homeowners about placing decals on their cars to indicate that they were Potranco Ranch homeowners. Most homeowners present did not agree with this.

Michael polled homeowners on if they would like to have two garage sales a year or keep it as is, which is anytime they want. The majority of homeowners would like to keep it as it is.

Michael asked if homeowners would like to go to one trash company for the neighborhood to get a better rate and extra community services. Homeowners asked if they could see the bids before the board picked one for them.

Reminders for the neighborhood – there are two email addresses now for the neighborhood; one for the HOA and one for the PID. The HOA address is: manager@damctx.com and the PID address is: potrancoranchpid@gmail.com

The letter for the backflow preventer testing will be going out soon.

Rodney went over the violation report and graphs. The biggest violation involved trash and

recycle bins. He explained the unapproved changes violation. Any changes to your property has to be approved by the ACC in advance of the changes being made. He explained the different letters starting with Courtesy Notice. Please let the HOA know when requests have been completed or if mistakes are made.

Financials

Rodney from DAMC went over the financials and explained that the HOA covers insurance, ACC inspections, social events, legal fees, website/portal cost, etc. Roughly \$8,600 more was brought in than was spent. At the end of October there was \$30,594.63 in the bank.

Old Business

None

Open Discussion – On going through out the meeting PID Issues

1. PID – Homeowner expressed concerns about the letter the PID recently sent out. The letter was said to be generic and addressed all the things the PID covered. Homeowners asked that a new document be created which is specific to the neighborhood.
2. Homeowner asked if the PID pays utilities used by the Model homes. It was explained that the Builders pay for these costs, not the homeowners, PID, or HOA.
3. Homeowner asked who is responsible for cleaning behind fences or property lines. Michael explained it is a natural area and homeowners are not required to clean these areas.
4. Homeowners would like the walking trails to be maintained more.
5. Homeowners expressed concerns with the landscaper (The Lawn Whisperer). They say he prioritizes homeowner projects over association projects. Michael asked homeowners to email the PID with recommendations for other landscaping companies or request the PID to send the scope of work so homeowner can provide to a landscaper they would recommend.
7. Homeowner brought up replacing the mulch in the islands on Barden Parkway. Michael said this is a PID item and the replacement is set to be done in the spring.
8. A homeowner brought up that a trench was dug behind his house along the trail to channel water runoff. He indicated that the work was left unfinished.
9. A homeowner asked that it be noted that the County Commissioner has been asked twice to attend a HOA meeting and has not attended.
10. Homeowner asked about the Nature Park. It was explained that the park is in a natural state and no money has been spent on it up to this point. The intent was to leave the space open and allow homeowners to decide on what to do with the space. It was suggested that homeowners send in ideas of what they would like to see.
11. Homeowners asked what type of quality assessment was in-place for The Lawn Whisperer. The homeowners asked if the HOA could inspect projects funded by the PID.
13. Homeowner brought up that the lights over the Barden Pkwy mailboxes are not working again.
14. Homeowner suggested that we put reflectors on the gates so that you can see them if they are being closed.

17. Homeowner wanted to know if Units 11-15 will use Forest Glen Utility. It was stated that it would be cost prohibitive to get reuse services over to that part of the subdivision. Reuse water will not be used there. Homeowners want to know if the Covenants will be amended. No answer at this time.

18. Homeowners asked if Units 11-15 are the last units to be developed in Potranco Ranch. Michael said, at this time, they are.

19. Homeowners asked if the cost of the new homes being built by Empire will be in the same price range as the other builders. The range should be the same. New builders have to follow the same rules stated in the Covenants for construction. The builders for Units 11-15 will be Kindred Homes and Empire.

20. Homeowners brought up that concrete trucks are using the Sittre Drive entrance. Michael told homeowners that they should be using Barden Pkwy for early morning.

21. A homeowner brought up that the pitch on the Empire model home may not be within standards.

22. Homeowner brought up solicitors in the community. No solicitation is allowed except for those that are political or religious in Medina County. You can ask any solicitor to leave your property or contact the Medina County Sheriff's office.

HOA

1. Homeowner asked if there could be more social events and more money budgeted to National Night Out. Specifically for items like tents, tables, more banners and advertising.
2. Homeowner asked what the legal fees consisted of on the financial report. Rodney explained it can be for the interpretation of governing documents and also cost associated with collections.
3. Homeowner brought up that there is a home that has a wooded area in the backyard that has never been taken care of.
4. Homeowner brought up barking dogs. Michael asked homeowner to email the HOA and we will send a letter.

Adjournment

There being no other matters to discuss, a motion was made, seconded, and all approved to adjourn the meeting at approximately 9:06 pm.

Respectfully submitted by:

Kacee Hurt On behalf of the Homeowners Association