



## **Potranco Ranch Homeowners Association**

### **Special Meeting Minutes**

**I. Call to Order ----- Mr. Van Johnson, President**

A Special Meeting of the Potranco Ranch Homeowners Association was called to order by President Van Johnson at 7pm, February 17, 2022. He stated we would stand in recess for five minutes to afford other members the opportunity to sign in online.

**II. President Johnson reconvened the meeting at 7:05pm.**

**III. Agenda were adopted with objection.**

**IV. Approval of Minutes -----Mr. Fleming Mitchell, Secretary**

Minutes of February 8, 2022, were read and approved without objection and filed for future reference.

**V. Report of Officers and Standing Committees**

President Johnson informed the General Membership on the work he has performed since his inception.

- Addressed feral hog problem. Provided photos to PID on entry points in common areas.
- Visited County Tax Assessor, Auditor and Treasurer to trace PID money given to develop and to determine a balance
- Requested the PID add at least one representative from the community for each PID – no response.
- Directed ACC to clear backlog of work orders
- Requested assistance in developing a Potranco Ranch Website
- Directed no payment be made without BOD approval
- Met with Executive Committee on two occasions
- Communicated with a resident on developing our own website and communication tool. This may cost \$1000 and requires your approval

- Met with DAMC to put a face with name handling our account
- Asked DAMC to notify me when a new home comes on board which affects management fee rate, \$4 per home – they are complying
- Directed no payment will be disbursed without our knowledge and we must review all contracts – they are complying
- Contact Medina County Commissioner Larry Sitre about him being assigned to the PID 1 BOD – he claims of parachuting 5 years ago
- Asked Mr. Sitre for current names of PID BOD – nothing to date
- Authorized annual payment to insurance required for BOD and ACC
- Requested walking trails grass totally cut
- Contacted DAMC to replace burnt lights in Barden Pkwy Mail Cluster Box

## **VI. Treasurer Report**

- Treasurer gave a very informative report stating we now have current assets totaling \$104,361.38 (see report online). A request for an explanation was made concerning liabilities of the HOA. We pay DAMC \$4.00 per home for their services. We now have a total of 463 homes. We also pay Insurica \$4929.00 annually for Directors and Officers Liability Policy Premium.
- There is no liability for the Lawn Whisper. He is paid by the PID.

It was motioned by Mr. Elliott and seconded by Mr. Travis Redway, that the report be accepted as read and placed in archives for future reference. Motion was carried without objection.

## **Architectural Control Committee Report**

Mr. Joseph Strayhan, Chair of the ACC introduced himself and stated the committee has approved twelve request and there are two outstanding requests. He also informed the membership that it is the desire of the ACC committee to reviewed and decide on request within two weeks of submission. He realizes the committee has thirty days to respond.

## **VII. Special Appointments**

President Johnson expressed the BOD's desire to establish committees to work on issues relative to our Association. All committee will have up to sixty days to submit a how goes it report to the membership.

- By-Laws Committee. The purpose is to review and make suggestions on changes, if needed. Mr. Curtis Chambers will chair this committee. Members will consist of Mr. Travis Redway and Mr. John Crewson.

- **PID Review Committee.** The purpose of this committee will be to review the feasibility of charges and suggest a fix to the membership. Ms. Linn Long will chair this committee. Members of the committee are Ms. Denise Ransom and Mr. Dorsey Wilkin.
- **Website Committee.** The purpose is to establish a website to be utilized by the HOA to discuss matters of concern (i.e. meetings, bulk trash or brush pickup, National Night Out Christmas Decorating and other activities within the community. It will also quell information being passed on social media.
- **Community Outreach Committee.** The purpose will be to coordinate National Night Out, Christmas Decorating, Neighborhood Get Togethers, Welcoming, etc. Robbie Terry will chair this committee. We need two more members to step up and assist.
- **Sgt at Arms – Assist the President in maintaining decorum while in session.** MSgt Aguelo Mendez has been appointed to this position.
- **Parliamentarian – Purpose is to keep the meeting on track and insure we don't we follow Robert's Rules of Order.** Mr. Daryl Croom has been appointed by the President to hold this position.
- **Hog Abatement Committee.** Purpose is to devise a solution to control and remove feral hogs in the community. Ms. Dionne Thomas will chair this committee. Mr. David Goodman will serve a member. We need at least one more member. Treasurer Rogers presented two estimate to consider (one from Lone Star Abatement for \$2000.00 monthly and one from Ortiz Game Management for \$1050.00 monthly). These estimates will be given to the committee. We will hold a special meeting once the committee reaches a suggestion for voting.

President Johnson introduced Ms. Lisa Spalding (DAMC) to explain procedures for submitting ACC request. She also offered her assistance to those who needed it. Some of the necessary requirements for using the portal are:

- Register on website
- Email Lisa for an account if you don't have one
- Attach your plan on the portal to include required information pertaining to project (where to be built, color, type material, complete measurements start and completion date)

**VIII. Unfinished Business: None**

**IX. New Business**

**Mr. Josphe Strayhan (ACC Chair) motioned that we increase the dimensions for garages from 400 square feet to 1000 square feet. He stated the largest acceptable dimensions are currently 24x36. Motion was seconded by Mr. Quincy Henson. After an in-depth discussion, the motion was tabled because we need two third HOA member (309 votes) for approval. Mr. Aaron Jordan was appointed chair of committee. Members of committee are Mr. Curtis Chambers, Mr. Brendan Kuehl, Mr. David Newton, and Mr. Justin Rupert.**

- X. President Johnson informed the membership that all inputs for our next meeting must be submitted in writing (problem, recommended solution potential cost and motion) to the Board Secretary NLT six days prior to the scheduled meeting. If this deadline is not met, it will be added to our next meeting agenda. Complaints will follow the same procedure.**

**XI, Adjournment**

**There being no further business to be brought before the floor, the Potranco Ranch Homeowners Association Meeting was closed at 8:20pm.**

**Fleming Mitchell  
Board Secretary**

**Van Johnson  
Board President**