

**DOUBLE R RANCH OWNERS' ASSOCIATION, INC.**  
**REGULAR BOARD OF DIRECTORS' MEETING**  
March 8 2022, 7 p.m.  
161 BROKEN SPUR CIRCLE  
Open and Zoom meeting

**MEETING START:** At 7:03 p.m. the meeting was called to order by Pres. John Cressey-Neely. The Board and guests introduced themselves as well as Office Manager, Deborah Nickels and Ranch Manager, Joe Ortega.

**DIRECTORS PRESENT:** John Cressey-Neely, Cheryl Young, Greg Henrie, Bill Dillard, John Schuetze, Ron Beadles and Billy Wilson

**MEMBERS IN ATTENDANCE:** John Luzuis, Bernean Deeter, JoAnn Kickler, Joan Hutchison, Mark & Barbara Hall, Susie Crews, JoAnn Peterson, and Lee & Kelly Sperry introduced themselves. President opened floor for **Member Comment:** Offered to explain to BOD's unauthorized burn incident occurring on their property resulting in fire, and subsequent fine. **Member Comment:** Asked about potential dues increase, was informed it would be determined in tonight's agenda. **Member Comment:** Who lives on Kings Ranch in areas effected by drainage issue, informed BOD's the Co. Engineer & Rd Commissioner had setup a meeting with Builder of home(s) where drainage was an issue asked if follow-up meeting, referenced at Feb BOD's meeting, had been held. **Member Comment:** Also inquired if there had been a meeting with County Road Commissioner regarding drainage & culvert issues. President confirmed he and Ranch Manager, Joe Ortega had met with them and one culvert which was filled with concrete blocks by previous owner, would be removed by DRROA employees, though this didn't necessarily pertain to drainage issue. It was reported Co. Engineer and County Road Commissioner had reached out to builder with invitation to attend their next meeting and builder did not show. President confirmed he would get back with County officials for their comments. **Member Comment:** Inquired about Burn Permit & Burn Ban was advised that restrictions would be lifted when County determined the same goes for Red Flag days. **Member Comment:** Offered suggestion to change expirations of Burn Permits to Dec 31 of each year. On same date all permits would expire possibly making it easier for office which would be considered in **Agenda Item: Discuss Burn Permit Form** **Member Comment:** asked if Community Garage sales would take place this year, after brief discussion, go ahead was given to Susie Crews who volunteered to check Bandera City calendar for best days to schedule without conflict. **Member Comment:** Questioned an item that was tabled last meeting and was advised it will be discussed in **Agenda Item: Update on CC&R Ballots**

**ACTIONS BETWEEN MEETINGS:** River Park Gate incident, damage & repairs which occurred on February 17, 2022 and was reported, by parent of individual which was attempting to enter on an ATV when incident occurred. The River Park was discussed and BOD's then voted in quorum to proceed with necessary repairs. Also approved Ranch Manager, J. Ortega's suggested upgrade of system. River Park entrance was then re-opened on Feb 23, 2022.

**MINUTES:** J. Cressey-Neely asked BOD's if they had read Feb Minutes. **MOTION:** Was made to accept Minutes as written by Ron Beadles and seconded by Billy Wilson. Motion carried.

**TREASURER'S REPORT:** J. Schuetze reported J. Ortega had purchased a used diesel tank with funds within Maintenance Budget. Legal Papers had been served DRROA regarding an account that is with the DRROA Attorney. He reported Karen Antill is doing spot audits to correct entries which effect P&L and Bal sheets. The P&L and Budget entries and accounting oversight are needed to get Feb Financial in order. **MOTION:** Was made by Ron Beadles for Karen Antill to continue oversight and Bill Dillard seconded. Motion carried. **MOTION:** Was tabled to accept Financial Report pending further review. Schuetze closed his comment by explaining errors didn't affect Bank Balance or Budget, there was QuickBooks error in Populating Reports. Budget approval was tabled until April 12<sup>th</sup> meeting.

**INSURANCE & COLLECTIONS:** J. Cressey-Neely also reported a warrant had been served to DRROA the previous Thursday regarding a property owner in Lien with DRROA attorney, noting that the State is also suing individual for back taxes. J. Schuetz, who signed for delivery of the document, offered to retain a copy of the original filing to have Office forward to DRROA Attorney. Also advised that there are only two defendants in the suit which are DRROA and the State. **Question:** Was posed by G. Henrie regarding an account which had increased by appx \$1400.00, which was explained, two more Attorney fees had been recently received which covered billings as far back as Dec & Jan, as well as, Admin Fees & Interest on the account. The last BOD meeting report on Feb 8<sup>th</sup>, didn't reflect DRROA billings that take place on the 10<sup>th</sup> of each month. **Question:** Was posed by C. Young regarding numerous credits on DRROA accounts. Which range in amount from \$.06 to \$454.01. Office Manager, D Nickels assisted in response, one Property Owner has two lots and pre-pays in monthly installments. Other credits are created when new Owner's come in and Title Company sends a check for new dues when previous owner had already paid. Other credits were by various entries previous to D. Nickels. After Discussion **MOTION:** Was made by G. Henrie to cut checks for any account under \$80 and call all other accounts above \$80 to ask if they wish to credit to new dues. C. Young seconded Motion. Motion carried.

**Office Manager's Report:** D. Nickels reported there were several Property Owners in neighboring sub-division that wished to be accepted into DRROA Nextdoor site and requested advisement from BOD's. **MOTION:** Was made by Ron Beadles to

audit and remove persons who are not property owners from Nextdoor. Billy Wilson seconded. Motion carried. D. Nickels informed BOD's that Person 6 of 6 on their list had requested a payment plan, upon review and discussion of the DRROA Payment Plan and account history it was determined the account did not qualify at this time. Deborah reported all 6 of 6 45-day Demand Letters had been posted with April 14 deadline to consider for submission to Attorney. President asked D. Nickels to contact person 6 of 6 and advise, they do have a right to petition BOD's. Upon conclusion of report, Deborah advised BOD's and members that she was resigning as of April 1, 2022 due to decision to make change in location. She gave special thanks and appreciation to Karen Antill, Joe Ortega, Joe Ortega Jr. the BOD's and Members.

#### COMMITTEE REPORTS:

**Maintenance Report:** Joe Ortega reported he'd obtained two bids for 3 parking areas located at DRROA Office, and two Mail Centers. All Flags had been replaced, with rope replaced at Main Entrance Sign and had replaced bulbs on each side of sign. He reported the gate opener at River Park, which was pushed by a 4-wheeler and broken, had been replaced and a new code has been set. The diesel tank which was purchased has been placed and is ready for diesel delivery with a new hose, meter and minor parts installed. A dead tree at Overview Park has been removed with backhoe. A new toilet was installed in men's bathroom and trees have been trimmed on backside of Pool area. He reported Company truck should be ready for pickup at end of the week. The Ranch Manager had checked all constructions and will be gearing up for Pool Season which need an approval from BOD's for season dates and hours of operation. **MOTION:** G. Henrie made Motion to accept dates for DRROA Office to Post Notice for Volunteer workers as May 1<sup>st</sup> thru Memorial Day, on May 30<sup>th</sup>, and from Memorial Day thru Labor Day for Park Attendants, then Volunteers again from Labor Day to September 30<sup>th</sup>. R. Beadles seconded. There was more discussion regarding parking lot bids. As a result, the BOD tabled bids to next meeting and BOD requested J. Ortega to get additional quotes.

**ACC Committee Report:** There was one report of a rejected permit due to encroaching an easement.

**Administrative Report:** No Report

**Nominating Committee Report:** No Report

#### UNFINISHED OLD BUSINESS:

**Update on Credit Card usage & program setup:** J. Schuetze advised he would complete the application form.

**Discussion of Dues:** Treasurer J. Schuetze reviewed budget which he had factored both with dues increase and without dues increase and then reviewed budget with BOD's, estimating there should be \$50,000.00 in reserve fund to invest in Capital Improvements such as: Walking Track at Memorial Park, Parking Lot & Tennis Court reconstruction. He then gave several scenarios of budget with \$12 Dues increase and without, which reflected today's economic challenges. There was discussion of the Three-Year plan and accomplishments which the BOD would like to include copy in 2022-2023 FY billing. **MOTION:** Was made by Ron Beadles to approve \$12.00 increase in Dues. Bill Dillard seconded. Motion carried.

**Update on Violations:** J. Ortega reported that 3 burn Policy Fines had been sent. One of the violations was responded to in Member Comments: Where was explained the smokehouse accidentally caught fire after use. Family Members were able to extinguish the fire. **MOTION:** J. Schuetze made motion to dismiss fine for person in attendance due to explanation. G. Henrie seconded. Motion carried.

**Discussion on sending additional accounts in Lien and, or to Attorney:** Was discussed and noted that current accounts had until April 14<sup>th</sup>, 2022 to bring current their accounts.

**Update on Past Dues with 45-day Demand Letters:** D. Nickels gave update on current letters. A discussion was held involving 30-day invoices and timing of 45-day deadlines.

**Update on Road Conditions:** Discussed in Member Comments

**Update on Postal Centers:** J. Schuetze and D. Nickels gave status of letter to Postmaster requesting non-resident removal of use of DRROA postal units, stating letter has been created and approved by Quorum to send via Certified to Postmaster. The letter will be posted on March 9<sup>th</sup>.

**Update on CC&R Ballots:** Tabled to April 12 BOD's Meeting to be under heading: CC&R Ballot & Review of Wording **MOTION:**

**Update Owner Late Fee:** Was covered in **Discussion on sending additional accounts in Lien and, or to Attorney:**

**Discuss General Rule #8:** The President asked for discussion of General Rule #8. After discussion of change in wording offered by J. Schuetze, G. Henrie suggested a committee be established to research other HOA's regulations pertaining to Rule #8 and present findings to the BOD's. G. Henrie offered to Chair the Committee.

**Discuss Burn Permit Form:** Suggestions were submitted by various BOD's to amend wording of Permit, which the DRROA Office will amend for J. Ortega to have Fire Marshall review for April 12, BOD Meeting consideration.

#### NEW BUSINESS:

**2022-2023 Budget Recommendation:** J. Schuetze reminded BOD's new budget will take affect May 1, 2022 Budget was tabled until April 12 Meeting.

**Capital Expense & Improvements:** Capital Expense was also mentioned in **Discussion of Dues:** Review of Three-Year Plan was performed noting many items having been completed. The President asked Office Manager to rebuild list and provide to C. Young for an overview to provide for inclusion in Increase of Dues notification mailouts. J. Schuetze suggested

adding a Stop sign at exit of DRROA parking lot which, will now be added to Maintenance list duties. Tool purchases will be considered ongoing as well as landscape at Main Entrance.

**John Kindred Gift Card:** After brief discussion on John Kindred's contacts, BOD's will ask Bruce Butler to arrange delivery to Mr. Kindred

**Review Membership Cards of New Residents:** Was discussed as not being current but due to pertaining to pool, this information could be updated for 2022-2023 season with mailouts in April.

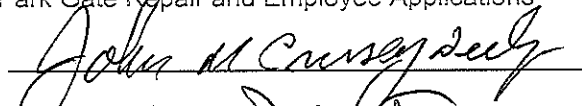
**Discuss setup and use of computer for potential office assistant & training:** The BOD's discussed and agreed for the system to be set-up and if technical assistance was needed Office Manager could request under regular expense of routine office items.

**REMINDER OF MEETING:** John Cressey-Neely reminded everyone next Board Meeting will be held on April 12, 2022 at 7:00 p.m.

**MOTION:** G. Henrie made Motion to adjourn meeting. J. Schuetze seconded.

**EXECUTIVE SESSION:** Discussion of River Park Gate Repair and Employee Applications

DRROA President – John Cressey-Neely



DRROA Treasurer – John Schuetze

