

**DOUBLE RANCH OWNERS' ASSOCIATION, INC.**  
**REGULAR BOARD OF DIRECTORS MEETING**  
**161 Broken Spur Circle**  
**Open meeting**  
**06/14/2022**

**Date:** June 14, 2022

**Time:** 7:00pm

President John Cressey-Neely called the meeting to order at 7:00p.m.

**BOARD MEMBERS PRESENT**

John Cressey-Neely, Bill Dillard, Cheryl Young, Billy Wilson, Ron Beadles, John Schuetze

**HOA MEMBERS PRESENT**

Suzie Crews, Joan Hutchinson, Jo Ann Peterson

**PRESENT**

Joe Ortega-Ranch Manager, JoJo Gaiser- HOA Office Manager

**MEMBER COMMENTS**

J. Cressey-Neely prevised the board of J. Petersons ACC request. He said he spoke to P. Barton of the ACC Committee and his recommendation is for property owner to contact the Bandera County Engineers office. When the County Engineer has approved re-plotting of requested lots then the ACC Committee will need to review for an approval. The member expressed her appreciation for the information.

J. Cressey-Neely emphasized "nothing changes the number of lots currently owned-the only changes are the size of the particular lots".

**ACTION BETWEEN MINUTES**

J. Cressey-Neely announced with J. Ortega that two of the three parking lots are still closed off to vehicular traffic, the weather has been too hot for the Asphalt to properly cure. Tire marks were forged in the fresh pavement at Settlers Lane causing this lot closing for more days.

J. Cressey-Neely said the BRRWSC has issued a Stage IV drought status, Billy Wilson reported the BRRWSC had to meet County requirements and that TECQ regulates the Water Stages that are implemented.

B. Wilson reported BRRWSC still has the capabilities with both wells-#3 and #7 to pump more water than the other 5 wells together. J. Ortega reported the BRRWSC held their monthly board meeting Saturday, June 11, 2022, and voted to issue the waiver for BRR HOA pool to remain open under BRRWSC management. J. Cressey-Neely stated the DRROA HOA board will support all decisions concerning the water usage for the community.

**MINUTES APPROVAL MOTION**

R. Beadle made the motion and B. Wilson seconded to accept the May 10, 2022, DRROA Board of directors meeting minutes with no changes. The vote was unanimous, and the motion carried.

### **TREASURES REPORT**

J. Schuetze stated the P&L and Balance sheets are not prepared due in part to the timing of HOA peak season and volume of tasks for new office staff, J. Gaiser. The April 2022 bank reconciliation still needs corrections prior to any presented financials. He did report the bills are being paid and the balance in the account is good. J. Schuetze requested if K.Antil could supply training for him so as to prepare the P&L and the Balance sheets. At this time the board discussed the ongoing HOA training and the office needs for temporary change in office hours for walk in members and incoming phones thus allowing uninterrupted training time for office manager. J. Cressey-Neely will confer with the BRRWSC President and will report back to board and DRROA office any changes.

### **INSURANCE & COLLECTIONS**

J. Cressey-Neeley referred to the update Collections balances and the need to pursue collection on one account. The DRROA HOA property Liability premium was paid to avoid lapse in coverage; however, upon reviewing the insured values of the policy a discussion ensued with the consensus being the replacement costs of such properties are undervalued this includes Maintenance machinery. Some members inquired if we should obtain one or two more quotes for coverage. J. Cressey Neely discussed the increase of values with the Insurance agent and the final discussion was deferred to next month board meeting.

### **MANAGER REPORT**

J. Gaiser reported that in May and upon the second week in June stacks of membership dues are being received daily, in the HOA drop box on porch, US Mail service and/or walk-ins. Each check or cash transaction requires QB posting to member account and processed thru bank account and then member cards created, laminated and postage run. She expressed her concerns in completing this task prior to deadline. The volume and the current process to generate cards is tedious and time intense. Board member(s) have offered to help anytime needed, J. Gaiser needs to contact them.

### **COMMITTEE REPORTS**

#### **MAINTENANCE REPORT**

Joe commented earlier in this meeting the consideration the BRRWSC has given BRR HOA in allowing swimming pool to stay open while the water board watches our water supply. Also discussed earlier was the Asphalt overlay on office parking lot and the mail centers, processing taken time due to over 100degree heat. Reminder no county or TXDot has remedied overhanging trees and pothole at entrance. Short discussion with mail deliverer and the need for more parcel boxes at mail center, due to the area becoming more populated.

In addition, he gave a brief update on the Community garage sale held in May-there was no rain however the participation list included around 8-9 homes. The next Community garage sale is tentatively set in September 2022.

#### **ACC COMMITTEE**

Cressey-Neeley discussed earlier in the meeting member J. Peterson ACC request/consideration. Member received the clarification and the information needed for her to proceed. ACC members will review application once proper paperwork is given.

#### **ADMINISTRATIVE**

No report given subject tabled for next month meeting

#### **NOMINATING COMMITTEE**

Some discussion was about the past ballots used in electing directors/officers for BRR HOA and the confusion the ballots instructions and basic outline on how to cast your vote caused members. Cressey-Neeley asked J. Gaiser to look for the ballot in the office for his review.

#### **General Rule #8**

Tabled to next month meeting

**UNFINISHED OLD BUSINESS**

**Discuss Capital Improvement- 3 yr. plan**

No report currently

**Update on road conditions**

Discussed earlier in meeting

**Update on Postal Centers**

No new report, J. Ortega mentioned earlier in meeting that mail centers need added parcel boxes.

**Discuss Retention Policy**

Discussion tabled to next meeting

**CC&R Ballot & Review of Wording**

Tabled item to next meeting

**NEW BUSINESS**

Seasonal employees: SEP/IRA contributions if employed 1 yr. or more

A Seasonal Park attendant working for the BRR HOA has chosen to forgo SEP/IRA contributions and deductions from her paycheck. Discussion pursued as to the legality and our position to offer these SEP/IRA benefits to seasonal/part-time employees after one year employment, and the election by personnel to reject. Follow up will be discussed at next month meeting.

**Brightline Uncleared checks**

J. Schuetze gave a brief synopsis of the process of Perineal / Brightline and BRR HOA collective responsibility of the BEC payment for the Entrance lighting at subdivision. J. Schuetze reported the BRR HOA received a certified letter from Brightline with explanations and requests for replacements of checks issued to them from as far back as 2017-to 2020 that they claim to have never cashed or have lost. J. Schuetze presented the board with the letter and will discuss with the bank the statute of limitations and confirmation from bank these checks have never cleared. J. Cressey-Neely to report to board members after talking with an attorney the legalities associated to these company issued checks. Due to the number of years, we have used the Brightline electricity box for that front entrance the board would like to further discuss the possibility of running a meter from a pole situated on BRR HOA property.

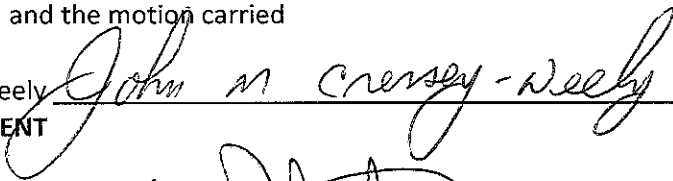
**Reminder of next meeting**

It was agreed the HOA board will hold the monthly HOA meeting on July 12, 2022 at 7:00pm

**MOTION WAS MADE:**

Bill Dillard made the motion to adjourn, and B. Wilson seconded. Vote was unanimous and the motion carried

John Cressey-Neely  
DRROA PRESIDENT



John Schuetze  
DRROA TREASURER

