

DOUBLE RANCH OWNERS' ASSOCIATION, INC.
REGULAR BOARD OF DIRECTORS MEETING
161 Broken Spur Circle
Open meeting
08/09/2022

Date: August 9, 2022

Time: 7:00pm

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

Board members present introduced themselves, as did the HOA members and guest present

BOARD MEMBERS PRESENT

John Cressey-Neely, Cheryl Young, Billy Wilson, Ron Beadles, Greg Henri, and John Schuetze

HOA MEMBERS PRESENT

Charles Altvater, Tammy Altvater, Suzie Crews, Joan Hutchinson, Deborah Jackson, Harold Martin and Jo Ann Peterson

PRESENT

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

MEMBER COMMENTS

D. Jackson discussed her concerns with this initial interest in the Heinen Rd lot, as she is located next door to the said property and stated the HOA restrictions read "Residential Home only".

B. Wilson clarified "IF" there are any improvements they must adhere to the ACC requirements. He also reported he walked this lot and there is a drop-off of about 32 feet, so anything engineered to correct this problem will be very costly and must be maintained by property owner. The boards position on this inquiry is open for discussion only, thus a conference call is scheduled this evening.

C. Altvater inquired on his request of the Maintenance entry drive improvement. J. Cressey-Neely confirmed the improvement to Maintenance entry has been added to BRR HOA Capital Improvement list and advised there are other budget improvements that will take priority. They also wanted to report that a Security light is blinking off and, during the night. J. Cressey-Neely asked J. Ortega to follow up maintenance on these lights.

SCHEDULED CONFERENCE CALL

J. Cressey-Neely explained to the board and members a conference call scheduled for 7:15pm with an interested party in the purchase of a lot located at the end of Heinen. The person interested states he is an heir to a 1/4 acre lot on the 18-acre private ranch. Currently, he is exploring his options, no plans as of now. J. Cressey-Neely says the CC&R's states that all lots within BRR is for "Residential Use Only." After discussion and confirming interested party and cost involved and to maintain this entrance the person has rescinded his interest at this time.

ACTION BETWEEN MINUTES

J. Cressey-Neely reported that with the new HOA law going into effect, he asked the ACC to meet and review the CC&Rs related to fencing, religious displays, and security device requirements within the DRROA property. The new law states if HOA's residences require Security fencing then it must compliment the property, be no more than 6ft high not blocking any views, built with specific fencing material.

MINUTES APPROVAL

MINUTES APPROVAL MOTION

B. Wilson made the motion and John Schuetze seconded to approve the meeting minutes from July 27, 2022, meeting. J. Cressey-Neely voted by proxy for B. Dillard to approve the meeting minutes. Ron Beadles, Greg Henrie and Chery Young abstained from vote. J. Cressey-Neely voted in favor and the motion carried.

TREASURES REPORT

J. Schuetze presented the May and June Financials. He highlighted the June P&L sheet acct#40001: Salary expense will breakdown into sub-categories for future reports. He noted acct#40049: Legal Expense Other reflects the expenses of June 2021 which will eventually drop out. He explained acct#40054 Office Software Expense shows the cost of newly purchased Intuit-Quick Books which will expire in four (4) years. The purchase cost exceeded the amount budgeted for the year, so, this new expense will be broken down over a four (4) year period. He pointed out acct#40200 Improvement fund amount will be capitalized when QB is cleaned up and will not show a negative in the total budget. Going over the balance sheet the bank account#10035 Money Market will show a higher balance once July Financials are prepared. He reported the employee paychecks issued over a year ago that never cleared the bank are resolved and these employees received the funds.

He advised the board of recent QB Payroll issues the office has experienced again with this payroll period and after that error was resolved QB program crashed. He said he hoped to have the July financials to present at next board meeting.

J. Cressey-Neely stated he experienced a larger scale QB crash with a considerable loss of data. A QB specialist was brought in to re-install a new system and get them operational, they are very pleased with his services. J. Cressey-Neely will contact QB specialist and J. Gaiser will follow up.

MOTION WAS MADE

B. Wilson made the motion and Greg Henri seconded to accept the May 2022 and June 2022 Financials as presented.

INSURANCE & COLLECTIONS

J. Cressey-Neely distributed Collections report discussing customers with a 45-day letter. J. Gaiser stated these accounts have been in limbo since her tenure as well as the Sheriff's auction account. She was asked to follow up and review these accounts and start over with a new 45-day letter.

J. Cressey-Neely inquired on the payment plan accounts and requested a start date be included on report. It was agreed by the board that Credit balance accounts will be carried for this year and applied towards annual dues next year. The office will communicate when the dues are mailed next year, we prefer not to carry any credit balances on accounts.

J. Cressey-Neely asked that the following past dues be addressed account #4, #9, #12, #13, #19, #26, #29 and #33 and consider a 45-day letter be sent, if there is no action taken, we will turn over to Attorney's office for collection.

MANAGER REPORT

J. Gaiser spoke of the Brightline Electronic funds transfer in place, she opened bill pay and executed the onetime payment on 08/09/2022 of \$2,160.00 due to Brightline. There will be a recurring EFT \$90.00 monthly payment on the 1st Thursday of the month thru the bank's services. It was expressed we only pay Brightline with a generated invoice from vendor. She discussed problems she has with some of the Builders not sending PDF files. M. Arguelles came by office to see if he could assist her to converting files to PDF at the end of the day, we had no luck. Several options were discussed J. Gaiser will give a follow up next month.

MAINTENANCE REPORT

J. Ortega reported he has replaced the pool safety rope. He advised the pool will be open Labor Day holiday, Monday September 5, and then weekends only for the rest of the month. There is a small problem with the tractor he met with Mechanic, and he will have to order a part, so the tractor will be parked until repaired. He stated Birthday parties are booked every weekend for the month of August. He reviewed options for the purchase of parcel package boxes needed for the River Ranch and Settlers Lane mail centers. It was decided the HOA will purchase (2) parcel units, the cost of approximately \$3,000.00. Parcel box #13 & #14 are not being used and can be repaired but they are not the larger units now being discussed.

MOTION WAS MADE:

G. Henrie made a motion and B. Wilson seconded that (2) parcel units be purchased and installed, the vote was unanimous, and the motion carried.

J. Ortega said he is planning after the temperatures cool down and the pool is closed for the season to have the parking lot resurfaced and parking spaces re-striped. Also discussed was if the funding available the cost for ceiling damage repair is around \$5,200.00

MOTION WAS MADE:

G. Henrie made a motion and J. Schuetze seconded the motion to approve \$5,200.00 expenditure for ceiling repair, the vote was unanimous, and the motion carried.

ACC COMMITTEE

J. Ortega shared he is starting to cross train Joe on ACC requirements for new construction and other requests by HOA members. BRR community yard sale date confirmed, September 17, 2022, 8:00am-2:00p.m.

ADMINISTRATIVE

G. Henrie nothing to report on. He will assist J. Gaiser regarding Amended Bylaws and filing.

NOMINATING COMMITTEE

C. Young will sit as the Committee chair, J. Gaiser will prepare the information needed and obtain the volunteers then confer with C. Young.

AUDITING COMMITTEE

J. Schuetze will chair the Committee and has asked for volunteers. H. Martin volunteered as he has helped in the past, J. Schuetze extended an invite for volunteers and C. Altvater, and Elizabeth Jackson will assist. The date of September 14, 2022, the Auditing Committee will meet, estimated duration is a few hours meet at HOA office at 10:00a.m. – 3:00p.m. J. Gaiser to assist with preparations and auditing procedures.

General Rule #8

Tabled to next month meeting

UNFINISHED OLD BUSINESS

Capital Improvement-3yr Plan
No updates currently

Update on Violations and Fines

Discussed in collections and dues. J. Ortega has issued three violation letters, J. Gaiser will assist with office duties related to this.

NEW BUSINESS

Annual meeting Discussion

J. Gaiser confirmed with E. DeWinnie he will host the Trick or Treat bench ride. Food will be prepared by J. Ortega. Menu planned is (3) briskets, sausage links and 20lbs of chicken to be grilled at Annual meeting with attendees bringing a side dish to be held on October 29, 2022, at 3:00p.m.

Discussion to request a survey at front entrance

J. Cressey-Neely stated he had gone to the Appraisal district in search of original plat of land at entrance. If a survey is needed to confirm ownership it be discussed at that time, J. Gaiser to move to Unfinished Business.

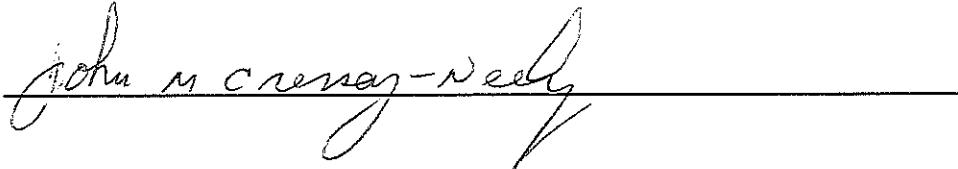
Reminder of next meeting

It was agreed the HOA board will hold the monthly HOA meeting on October 11, 2022, at 7:00pm

MOTION WAS MADE:

G. Henri made the motion to adjourn, and B. Wilson seconded, the vote was unanimous, and the motion carried

John Cressey-Neely
DRROA PRESIDENT



John Schuetze
DRROA TREASURER

