

Potranco Ranch Homeowners Association, Inc.
14603 Huebner Rd, Bldg 40
San Antonio, TX 78230
Annual Meeting
Minutes November 28, 2017

Board Members Present

Megan Earl, Michael Ingersoll

Board Members Not Present

Mary Hoyt

Location

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

Management Company Representatives

Rodney Herrera & Kacee Hurt, of Diamond Association Management & Consulting, DAMC

Call to Order and Introduction

Meeting called to order by Rodney Herrera at 7:00 pm.

Verification of Quorum

DAMC verified a 10% quorum was met with 43 homeowners in attendance.

Minutes

The homeowners were given a minute to review the prior year's annual meeting minutes. David Earl asked for a correction in the officer's report regarding the monthly PID meetings and a homeowner brought up number 5 under open discussing regarding the fire station and more clarity. A homeowner asked about the discussion last year regarding having the meetings quarterly in open discussion. There was a motion made to approve the minutes with the 3 corrections and a second. Minutes passed with new corrections.

Officers Report

Michael Ingersoll reported on the things that have been worked on this year. The gate issues with remotes not working and homeowners being shocked by the key pad have been resolved. There have been a few hard wire issues in the last year but they also have been resolved. The new gate remotes that homeowners can purchase from Diamond are able to be programmed to your car. A new landscape care Lawn Whisperer has been hired to take of the entrances, the islands, the drains and ponds. Michael informed the homeowners of their approximate schedule. Michael spoke about the Flag Pole poll that was taken and the results were a majority of the homeowners said they did not want them. The issues with the security and a cover for the mailboxes has been addressed and they have added security lights and a cover. They have set 2 hog traps out this morning to help control the feral hog population.

David Earl explained that the PID is responsible for the Landscaping, Gates, Masonry, Roads, overall the physical assets of the community. He let the homeowners know that the next PID meeting was on Dec 7 and that they can find the meeting information on the Medina County Website.

The Dedication of the park (deeded from developer to the PID) will be this year in December. David will speak with the board regarding having semi-annual meetings for the community.

Financials

Rodney from DAMC went over the financials and explained the HOA only covers Insurance, ACC, inspections, social events and the financials.

Old Business

None

Open Discussion – On going through out the meeting

1. Gates – Homeowners would like to change the hours of the gates to close earlier during the winter months, it was proposed to close them at 5:30 instead of 7. David Earl proposed adjusting the gate times during daylight savings, he will address this at the next Board meeting.
2. Landscaping of the walking trails – David Earl explained that they are natural walking trails but that the walkways should remain clear of weeds and brush. Michael informed the homeowners that a new contract was signed with a new company to take of this.
3. Homeowner brought up that the motion lights at the Sittre Dr Mailbox are not working. Also the lighting at the front entrance is out.
4. Homeowners asked if the financials for the PID can be published on the website. David Earl will talk to the board about posting them quarterly on the website.
5. Homeowner brought up cracks on Sittre Dr, it was explained that if the road was new they might still be under warranty so let the HOA know as soon as possible so they can inform the board. Also if not please let the HOA know so the PID can go out and see what needs to be done at that time.
6. Homeowner asked who is responsible for the all of the little rocks that the construction trucks leave on the street. The board informed the homeowners that the contractors are supposed to be sweeping the streets.
7. Homeowners asked if there was a way to place complaints on the website regarding things like street cracks, or lights out so that other homeowners will know it has already been reported.
8. Homeowners reported old codes still working on the gates. Asked if there could be an audit of the contractors and builder codes to remove any old ones. Homeowners did an unofficial poll to reflect the pulse of the community and they did not want the homeowner codes to be changed annually.
9. It was asked if someone from the county commissioner's office could come out and be a guest speaker at the next meeting.
10. Speeding in the neighborhood by contractors, the board asked the homeowners to please let them know who they are and please send the license plates to DAMC so that they may address it with the builders.
11. At Sittre and Sweet Rose there is a collection of trash on the empty lot. The board asked to please send pictures of it so it could be addressed.
12. Homeowner asked if someone from the community could be on the ACC committee. David Earl asked homeowner to email DAMC if there was anyone interested on being on the committee and they board would discuss it.
13. Homeowner asked about the covering of the pipes (backflow preventer) in their yards. It was explained that this was an HOA rule and that the builders should have done this when they built the house. A homeowner asked if the board would be willing to talk to the builders on their behalf and asked if they could make sure the builders comply going forward.
14. Homeowner asked if meetings could be quarterly, David Earl did an unofficial poll and the majority of homeowners liked semi-annual. The board will discuss

15. Basketball goals were brought up regarding where they can be placed. Homeowners took an unofficial poll and it was inconclusive if there was a majority who wanted to adjust the declarations regarding basketball goals.

Adjournment

There being no other matters to discuss, a motion was made, seconded, and all approved to adjourn the meeting at approximately 9:00 pm.

Respectfully submitted by:

Kacee Hurt

On behalf of the Homeowners Association.