



Beaver Lake Ranch Association

2022 Annual Meeting Minutes

The annual meeting of the Beaver Lake Ranch Association was held at the Weston Community Center on Thursday, August 18th, 2022. The meeting was called to order at approximately 7:15pm.

1. Attendance was taken. Eleven lots were represented – Lots 2,5,8,10,12,25,13,15,16,19,20. Board members present were Matt Karcher, Edwin Case, and Tracee Mosseller (by phone).
2. Minutes from the 2021 Annual Meeting were approved by the Board members present.
3. The Treasurer's report was reviewed and approved by the Board members present. Report is attached.
4. Matt Karcher and Edwin Case provided a water system update. There is tremendous growth happening in the area and members are encouraged to follow the WWSC website for updates including posted board meeting agendas and minutes.
5. An update on the road maintenance was provided. The Board has authorized Country Roads to proceed with the maintenance repairs on the road system. Work is anticipated to start by early to mid-September. Cost to maintain the road continues to increase and will greatly exceed our current annual assessment collection going forward.
6. Matt Karcher provided the Members present with information regarding possible federal community development loans that could be available to tackle a major project such as a paving the road system. The concept would be to take out a 15-to-20-year loan to spread out the cost so that the amount of the annual assessment wasn't greatly impacted. The loan would be secured to the Association's future revenue stream so individual Members aren't liable for repayment. Asphalt was eliminated as an option up front due to the recurring repair and maintenance costs. Two bids were received for concrete – the first in the range of \$850K and the second \$475K. Concrete is at its highest price ever at the moment and it is believed the price will come down substantially as the booming construction market starts to cool off. With the increasing costs for annual road maintenance we are experiencing, it seems practical to try this if the overall cost can come down into the mid \$300K range. Matt indicated he would monitor pricing and if the situation looks favorable, we would send out information and ask for a member vote on going forward with this option.
7. There were no old business topics.
8. The meeting proceeded with nomination and election of officers for the 2022-2023 service period. The current Board members volunteered to continue their service for the coming year and were unopposed. The Members present approved. Volunteers for the Architectural Committee were designated from the Members present.



A form showing the duties of each of the Association's positions was distributed. It is also attached to this document. The list isn't meant to be inclusive of all required duties, more as an informative list of what is generally required if a Member decides to serve. The Board and Architectural Committee that will serve for the coming year will be:

Matt Karcher – President
Tracee Mosseller – Vice President
Jason Cole - Treasurer
Edwin Case - Secretary
Bill Gemaehlich - Architectural Committee Chairperson
Architectural Committee members:

- Christie Self
- Denis Bonzo
- Jerry Burrow
- Laura Gures

9. New Business Topics:

- a. The State implemented a new law SB1855 in 2021 that directly affected HOAs. A summary of the new laws was provided to the Members present along with minor action items needed for the Association to be compliant. See attachment for details regarding these new requirements.
- b. Christie Self suggested that the neighborhood should select an Amazon delivery day to help reduce road system traffic. Tuesday was suggested as the day for deliveries that aren't critical to receive overnight. The community is encouraged to use that day for Amazon when you can.
- c. The topic of voting on major issues and bylaws changes was raised. The Board again committed that any major proposed changes will be thoroughly vetted with the community to obtain feedback and recommendations prior to moving forward with the required two-thirds Member vote to approve those changes. Major changes would include any changes to the bylaws and any major project that would involve spending significant money outside the established and normal budget.
- d. A discussion ensued about how a quorum should be calculated whenever a community wide vote is taken. There were objections to having unreturned votes counted as either a "yes" or "no" vote. A suggestion was made to require at least 13 lot ballots be received to satisfy the quorum requirement ($13/25 > 50\%$) and then calculate the 2/3rds affirmative to pass based on the total number of ballots received and not the basis of 25 lots. The Board took the action item to review that proposal with the HOA attorney to see if it is legal and can be implemented with a bylaw revision. Wording in the bylaws clearly currently states that 2/3rds of all lots must approve of any changes to the bylaws.
- e. The Board presented options for General Liability insurance as well as Directors and Officers insurance for the Association. It was agreed by all present that this coverage is needed and the Board voted to implement both coverages immediately.



- f. It was suggested that signs be ordered for the Lake Trail entry and the Beaver Trail signposts that indicated "No Outlet" and that the entry signed be clearly marked as a private road. The Board took the action item to review and proceed with implementing these minor expenses to help with the traffic situation.
- g. It was noted that the white entry fence is becoming an eye sore and needs to be taken apart and cleaned (power washed) and then properly reinstalled. The Board will send out an email asking for volunteers and appoint someone to lead the effort.
- h. Lake access through the common property was discussed again. It was noted that the Association cannot fence/gate the private property adjacent to the common property. The Board will continue to work with the property owners involved and decide how to effectively proceed in closing off access to the public. In conjunction with this, the members present felt we should have a liability waiver signed by all Members and requiring all guests to sign one as well to further protect everyone in the community against potential litigation.
- i. As mentioned during the road update segment, it is going to be necessary to raise the annual assessment to cover ever increasing expenses. Based on feedback of Members present, some adjustment was made in the anticipated 2023 budget that was circulated for review. The updated projection is attached. The Board will review the 2023 budget and send out a final recommendation for the necessary increase before the end of the year along with ballots for the Members to vote on the increase. Unfortunately, the cost of everything is increasing rapidly and road maintenance alone is exceeding our total current annual assessment so action must be taken quickly.

10. As there was no other new business or questions, the meeting was adjourned at approximately 10:00pm.

Respectfully Submitted,

A handwritten signature in black ink that reads "Edwin Case". The signature is written in a cursive style.

Edwin Case, Secretary, Beaver Lake Ranch Association
PO Box 172, Weston TX 75097-9998
Executive Board email: beaverlakeranch@gmail.com
Association Website: www.beaverlakeranch.org



Beaver Lake Ranch Director & Architectural Committee Member Duties

Function	Administrative Task	Task Frequency						Responsibility						
		Daily	Weekly	Monthly	Quarterly	Annually	As Needed	President	Vice President	Treasurer	Secretary	Includes all of Board	Architectural Chair	Architectural Committee
Administrative	Administrative management of Website/Domain						X				X			
Administrative	Board Meeting Notice and Agenda Posting						X				X			
Administrative	Check beaverlakeranch@gmail.com email/distribute/file		X								X			
Administrative	Check PO Box for mail				X						X			
Administrative	Issue Community Announcements/Alerts						X				X			
Administrative	Publish Annual Meeting Minutes/Post to website					X					X			
Administrative	Record Board Meeting Minutes/publish/post to website						X				X			
Administrative	Respond to requests for TREC forms for sold lots						X				X			
Administrative	Retain community lot records						X				X			
Administrative	Update community directory/publish/post to website						X				X			
Administrative	Update community map/publish/post to website			X			X				X			
Administrative	Update community website content						X				X			
Administrative	Website member access approval/reset						X				X			
Administrative	Website and Domain Management						X				X			
Administrative	File required documents with the county & state						X				X			
Executive	Hold Annual Meeting & Elections					X		X				X		
Executive	Present, Discuss, Approve & Implement Policy & Rule Changes						X	X				X		
Executive	Propose & conduct voting on bylaws additions & changes						X	X				X		
Executive	Capital Projects Review						X		X			X		
Executive	Contract Review & Execution (Property Maintenance)						X		X			X		
Executive	Conduct Community Wide Vote on major issues						X	X			X	X		
Executive	Engage Attorney as needed						X	X				X		
Executive	Schedule and conduct Board meetings						X	X				X		
Executive	Manage Architecture Committee Review Process						X	X				X		
Executive	Manage Road System Maintenance					X			X			X		
Executive	Manage Common Area Maintenance				X				X			X		
Executive	Outside Vendor Review						X	X				X		
Executive	Respond to community inquires/requests/complaints						X	X				X		
Executive	Violation Notification and Enforcement						X	X				X		
Financial	Annual Budget Preparation / Submission / Review					X					X			
Financial	Board Financial Reports							X			X			
Financial	Deposit Assessment Checks					X					X			
Financial	Manage Banking							X			X			
Financial	Pay Maintenance Vendors							X			X			
Financial	Pay Property Tax on common property					X					X			
Financial	Renew PO Box					X					X			
Financial	Renew website & domain registration						X				X			
Operational	Conduct Architectural Committee reviews requested by Board against bylaw regulations												X	X
Operational	Complete required paperwork upon completion of reviews and submit to Board												X	X
Operational	Review violations when directed by Board & report back findings												X	X



Impact of SB1588 on BLR

- 1. TREC Filings & New Management Certificate Requirements – TPC 209.004**
 - a. TREC Filing (Complete)
 - b. Management Certificate Requirements – certificate needs to be updated with website address. Board will update and file with the county.
- 2. Architectural Review Committees & Appeals – TPC 209.00505**
 - a. It appears that there is an exemption for communities with under 40 properties
 - b. Board will confirm this is the case with the Association attorney
- 3. Board Meeting Notice Deadlines & Budget Restrictions – TPC 209.0051**
 - a. We are compliant
- 4. Bids Required for \$50k + Service Contracts – TPC 209.0052**
 - a. We are compliant
- 5. Collections Process Modifications – TPC 209.0064-65**
 - a. 209 Collections are handled by the Association attorney
 - b. Board to have Association attorney review & determine if BLR documents need to be updated
- 6. Violation Hearing Procedures – TPC 209.007**
 - a. We are compliant
- 7. Rental Rules – TPC 209.016**
 - a. Board to have Association attorney review & determine if BLR documents need to be updated
- 8. Justice Court Jurisdiction – TPC 209.017**
 - a. BLR collections handled by the Association attorney
- 9. Religious Displays – TPC 202.018**
 - a. We are compliant
- 10. Swimming Pool Enclosures – TPC 202.022**
 - a. We are compliant
- 11. Security Devices and Fences – TPC 202.023**
 - a. We are compliant
- 12. Resale Certificate Fees – TPC 207**
 - a. We are compliant
- 13. Governing Documents Must be Posted on the Web – TPC 207.006**
 - a. We are compliant



2022 Financials YTD

Jan 1, 2022 Balance	\$10,167.39
Annual Assessment	\$8,100.00
Expenses YTD	-\$686.43
Current Balance	\$17,580.96

BLR HOA Financial Summary	Current		Actuals		
	2022 Budget	2022 YTD	2021	2020	2019
Income					
Annual Assessment	\$7,500.00	\$8,100.00	\$7,500.00	\$7,500.00	\$7,588.13
Expenses					
Road Maintenance	-\$10,550.00		-\$8,723.00	-\$5,280.00	-\$6,850.00
Legal Fees	-\$500.00	-\$450.00		-\$250.00	
D&O Insurance	-\$1,000.00				
General Liability Insurance	-\$500.00				
Landscape Maintenance	-\$500.00			-\$350.00	-\$875.00
Annual Meeting Cost/ZOOM	-\$150.00	-\$150.00	-\$15.74	-\$31.48	-\$125.00
HOA Website (renews every 2 years)	-\$125.00		-\$233.82	-\$68.55	-\$216.00
HOA PO Box	-\$65.00	-\$66.00	-\$56.00	-\$56.00	-\$56.00
Postage, Supplies	-\$50.00			-\$222.54	
Common Property Tax	-\$20.00	-\$20.43		-\$35.42	-\$19.02
Total Expenses	-\$13,460.00	-\$686.43	-\$9,028.56	-\$6,293.99	-\$8,141.02
Net Income/Loss	-\$5,960.00		-\$1,528.56	\$1,206.01	-\$552.89
Year End Bank Balance	\$4,207.39		\$10,167.39	\$11,695.95	\$10,489.94



Anticipated 2023 Budget

Current 2022 Annual Assessment per lot:	\$300.00
Estimated 2023 Annual Assessment needed per lot to cover costs and increase minimum reserves:	\$600.00

Income	2023 Proposed	2022 Projected	Historic Actuals		
			2021	2020	2019
Annual Assessment	\$15,000.00	\$8,100.00	\$7,500.00	\$7,500.00	\$7,588.13
Expenses					
Road Maintenance	-\$9,000.00	-\$10,550.00	-\$8,723.00	-\$5,280.00	-\$6,850.00
Legal Fees	-\$1,500.00	-\$1,500.00		-\$250.00	
D&O Insurance	-\$1,000.00	-\$1,000.00			
General Liability Insurance	-\$500.00	-\$500.00			
Landscape Maintenance	-\$500.00	-\$500.00		-\$350.00	-\$875.00
Annual Meeting Cost/ZOOM	-\$150.00	-\$100.00	-\$15.74	-\$31.48	-\$125.00
HOA Website Accrual (renews every 2 years)	-\$150.00	-\$150.00	-\$233.82	-\$68.55	-\$216.00
HOA PO Box	-\$70.00	-\$66.00	-\$56.00	-\$56.00	-\$56.00
Postage, Supplies	-\$50.00	-\$50.00		-\$222.54	
Common Property Tax	-\$30.00	-\$20.43		-\$35.42	-\$19.02
Total Expenses	-\$12,950.00	-\$14,436.43	-\$9,028.56	-\$6,293.99	-\$8,141.02
Net Income/Loss	\$2,050.00	-\$6,336.43	-\$1,528.56	\$1,206.01	-\$552.89
Year End Bank Balance	-	\$3,830.96	\$10,167.39	\$11,695.95	\$10,489.94