



**Virtual Annual Meeting of the Members**  
Tuesday, December 6, 2022, at 6:30pm

[www.travisranchhoa.com](http://www.travisranchhoa.com)

# Meeting Conduct

- Meeting will be conducted in an orderly manner.
- Only one person should speak at a time.
- Raise your hand for questions or submit in writing through GOTO Webinar.
- Person or persons that are not conducting themselves in an appropriate manner will be muted.

**Thank you for attending!**  
**Let's make this a productive meeting!**



# Agenda

- Establish Reduced Quorum (10%)
- Call Meeting to Order
- Proof of Notice Page 1
- Constable's Report Page 2
- Introduction of the Board of Directors
  - Ron Corcoran, Secretary
  - Shaw Currie, Member 1
- Introduction of Essex Association Management, L.P. Representatives
  - Sean Corcoran, Director of Operations
  - Brendon Herrera, Association Assistant Manager
  - Essex Support Staff
- Review 2021 Annual Meeting Minutes Page 3-4
- Financial Review
  - 2021 Year End Income Statement Summary Page 5
  - October 2022 Balance Sheet and Income Statement Summary Pages 6-7
- Community Updates
  - Completed Projects Page 8
  - Projects in Progress Page 9
  - Developer Updates Page 10
  - New Amenity Center Page 11
- Other Reports
  - Compliance / ACC Overview Page 12
  - Web Submissions Page 13
- Essex Management Info Page 14
- Adjournment Page 15
- Homeowner Q & A Page 16

# PROOF OF NOTICE



**Rescheduled**

**Notice of Virtual Annual Meeting of the Members**

Tuesday, December 6, 2022, at 6:30 p.m.

Registration URL: <https://attendee.gotowebinar.com/register/3031946621094085903>

Webinar ID: 126-447-107

## Travis Ranch Telephonic Annual HOA Meeting

0803821523021460



Forney TX 75126

Dear Homeowner(s),

As the Managing Agent for **Travis Ranch Property Owners Association, Inc.**, we have cancelled the virtual Annual Meeting of the Members on **Tuesday, November 29<sup>th</sup>**, and have rescheduled for **Tuesday, December 6, 2022, at 6:30 p.m.** The purpose of this meeting is to discuss normal business of the Association and to present information on current Association affairs.

Enclosed in this packet you will find the Draft Agenda and Proxy. **Please Note: Even if you plan on attending, it is important that you return your proxy, as unforeseen circumstances may occur which prevent you from being able to attend.** The Annual Meeting of the Members cannot be held unless quorum requirements are met, either in person or by proxy. If a meeting must be reconvened at a later date, the Association will incur additional costs for securing a venue, printing, and mailing a new Notice of Meeting. You may assign your proxy to a Member of the Board, or to a neighbor of your choice who will be in attendance.

**You may dial in early or at any time during the meeting.** We look forward to you joining us on **Tuesday, December 6, 2022.** Proxies may also be returned by mail or e-mail however, any form returned after 12:00 p.m. the day of the meeting may not be counted on time. For any questions, please contact us via the "Contact Us" tab on the Association's website.

Sincerely,

Essex Association Management, L.P., Managing Agent  
On behalf of Travis Ranch Property Owners Association, Inc.

cc: HOA File

Enclosures: Draft Agenda, Proxy

Essex Association Management, L.P.  
1512 Crescent Drive, Suite 112  
Carrollton, TX 75006  
Phone: (972) 428-2030 Fax: (469) 342-8205  
[www.travisranchhoa.com](http://www.travisranchhoa.com)

# Constable's Report

## Constable Precinct 2



### **Constable: Jason Johnson**

Forney Sub Courthouse  
200 E. Main  
Forney, TX 75126  
469-376-4699



Constable Jason Johnson & Deputy Jerry Kitchens will be giving an update to current statues and other reports pertaining to community patrols and initiatives.

# Review of 2021 Annual Meeting Minutes (1 of 2)

## Travis Ranch Property Owners Association, Inc. Minutes of Annual Election Meeting February 2, 2022

Minutes of the Annual Election meeting of the Travis Ranch Property Owners Associations, Inc., Forney, TX, held Virtually via Webinar on February 2, 2022 at 7:00 pm.

### 1. Meeting called to order at 7:08 pm

Verified all homeowners could hear and reply via webinar

### 2. Roll Call:

#### Board Members Present:

Ron Corcoran, Secretary  
Ken Uding, Member 1

#### Essex Present:

Sean Corcoran, Director of Operations  
Brendon Herrera, Community Association  
Ashlyn Nader, Assistant Community Association Manager

Establish Quorum (10%) – 165 online votes and builder proxies

**Introductions:** Sean gave introductions of Essex Association Representatives. He opened up the meeting by informing the homeowners of the meeting conduct and explaining the Q/A and gave a quick overview of the agenda.

Sean went on to thank Ken for being such a great asset to the community by working with Essex and the community at large.

### 3. Proof of Notice – Mailed to all owners via USPS

### 4. Financial Review:

- December 2021 Balance Sheet Report total assets, accounts receivable, total liabilities & Owner's total equity.
- December 2021 Income Statement Summary including any significant variances and ending the year with \$177,184.32 remaining in budget.

### 5. Community Updates:

Sean reviewed the following:

- Completed Projects consisting of:
  - Landscape Repairs / Maintenance
  - Street Signage
  - Pool & Cabana Repairs
  - Street Light Repairs
  - Playground & Park Repairs
  - Common Area Maintenance

## Travis Ranch Property Owners Association, Inc. Minutes of Annual Election Meeting February 2, 2022

Sean explained the two water meter sources that will supply the irrigation when the water main goes down and the damage to the main line due to construction damage.

#### Projects in Progress consisting of:

- Landscape Repairs / Maintenance
- Pool & Cabana Repairs
- Playground & Park Repairs
- Common Area Maintenance

Sean explained the dog park is in the beginning stages.

#### • Developer Updates:

- 2,901: Homeowners Lots, 341: Builder Lots, 636: Annexed Lots, and 4,166 Total Planned Lots.

### 6. Other Reports:

Sean gave the report as follows:

#### • Compliance:

- For the year 2021 with a total of 1,814 violations with the top three as Yard Maintenance, Trash Containers, and No ACC Application Received.

#### • Web Submissions:

- For the year 2021 with a total of 740 submission with the top three questions as Billing, General Questions, and Compliance.

### 7. Election Results

- Sean went over the candidates and announced that Shawn Currie has won the election. Sean congratulated him. Shawn thanked everyone who supported him and looks forward to working with the community.

Ken explained the hazardous waist pick up. 2 a year on Saturdays. He spearheaded this project.

### 8. Adjournment:

- Sean Corcoran Called for Motion to Adjourn:
- Ken Uding Motioned to Adjourn. Ron Corcoran, Seconded the Motion. Motion so Carried.

### 9. With no other business to discuss, motion to adjourn 7:40 pm.

### 10. Homeowner Questions and Answers:

- Question 1: How serious we are about the trash cans bring out?
  - Answer: Sean explained this is monitored by compliance.
- Question 2: Having problems with registering on the website.
  - Answer: Will get your info and follow up with you.
- Question 3: General question for amenities like a basketball court?
  - Answer: We have been discussing this topic. The security of this topic is still under discussion.

# Review of 2021 Annual Meeting Minutes (2 of 2)

**Travis Ranch Property Owners Association, Inc.**  
**Minutes of Annual Election Meeting**  
**February 2, 2022**

- Question 4: How do you become a member of the advisory committee?
  - Answer: We sent out a notice when the community that the advisory committee was being reestablished and march of 2021. At this time the committee is full and suggest starting as a volunteer for the social committee.
- Question 5: Is there a CAP on rentals? Have seen a new lease sign on our street.
  - Answer: We are monitoring the rental CAP. We are currently in communication with the HOA attorney on update rental restrictions.
- Question 6: Can we do text message communication as another form as communication for community updates?
  - Answer: We will get with the web master to see if we can.
- Question 7: Struggles to keep informed by the HOA website. Needs more content.
  - Answer: We can discuss a solution to send more information and better mailing.

11. Homeowner Question and Answer adjourned at 8:08 pm

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Signature of Secretary or Secretary or Board President

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Date

**Minutes Prepared by:** Ashlyn Nader, Essex Association Management, L.P.,  
On behalf of Travis Ranch Property Owners Association, Inc.

# 2021 YEAR END INCOME STATEMENT SUMMARY

## Income Statement Summary Travis Ranch Property Owners December 01, 2021 thru December 31, 2021

	Current Period			Year to Date (12 months)			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
Total Income	21,779.08	17,306.00	4,473.08	1,398,764.73	1,234,395.00	164,369.73	1,234,395.00
Total Income	21,779.08	17,306.00	4,473.08	1,398,764.73	1,234,395.00	164,369.73	1,234,395.00
Total Expenses	0.00	3,750.00	(3,750.00)	22,142.00	45,000.00	(22,858.00)	45,000.00
Total General & Administrative	14,796.22	12,679.00	2,117.22	187,727.40	153,600.00	34,127.40	153,600.00
Total Taxes	87.50	0.00	87.50	751.27	5,000.00	(4,248.73)	5,000.00
Total Insurance	0.00	0.00	0.00	20,231.71	20,500.00	(268.29)	20,500.00
Total Utilities	6,211.95	5,251.00	960.95	81,651.51	61,000.00	20,651.51	61,000.00
Total Infrastructure & Maintenance	5,762.54	27,070.00	(21,307.46)	101,468.12	176,850.00	(75,381.88)	176,850.00
Total Pool	3,302.27	3,884.00	(581.73)	293,602.08	276,407.00	17,195.08	276,407.00
Total Landscaping	40,078.12	30,428.00	9,650.12	302,718.96	308,255.00	(5,536.04)	308,255.00
Total Irrigation Maintenance	15,223.98	3,499.00	11,724.98	42,917.63	42,000.00	917.63	42,000.00
Total Reserves	141,783.00	141,783.00	0.00	141,783.00	141,783.00	0.00	141,783.00
Total Expense	227,245.58	228,344.00	(1,098.42)	1,194,993.68	1,230,395.00	(35,401.32)	1,230,395.00
Net Income / (Loss)	(205,466.50)	(211,038.00)	5,571.50	203,771.05	4,000.00	199,771.05	4,000.00

# OCTOBER 2022 BALANCE SHEET REPORT

## Balance Sheet Report Travis Ranch Property Owners

As of October 31, 2022

	<u>Balance Oct 31, 2022</u>	<u>Balance Sep 30, 2022</u>	<u>Change</u>
<b><u>Assets</u></b>			
<b>Assets</b>			
1010 - CIT Bank Operating Account	136,239.08	51,812.12	84,426.96
1011 - CIT Bank Reserve Account	348,011.23	347,893.02	118.21
1012 - Premium MM RSV-Cit Bank	1,435,030.73	1,584,846.06	(149,815.33)
1014 - Lakeside Bank-Money Market	249,574.54	249,542.74	31.80
1030 - Comm'l Bank of Texas-MM	245,340.31	245,321.49	18.82
1050 - BB & T Reserve Account	25,388.92	25,388.70	0.22
1110 - Frontier Bank-RESERVE	106,452.46	106,312.51	139.95
1140 - American National Bank-Money Market-	251,132.98	250,966.59	166.39
1250 - Veritex-Reserve Account	249,580.95	249,481.84	99.11
1500 - Security Deposit - Utilities	9,540.00	9,540.00	0.00
<b>Total Assets</b>	<b><u>3,056,291.20</u></b>	<b><u>3,121,105.07</u></b>	<b><u>(64,813.87)</u></b>
<b>Receivables</b>			
1400 - Accounts Receivable	171,558.06	166,568.62	4,989.44
<b>Total Receivables</b>	<b><u>171,558.06</u></b>	<b><u>166,568.62</u></b>	<b><u>4,989.44</u></b>
<b>Other Assets</b>			
1902 - Prepaid Expenses	0.00	105.00	(105.00)
<b>Total Other Assets</b>	<b><u>0.00</u></b>	<b><u>105.00</u></b>	<b><u>(105.00)</u></b>
<b>Total Assets</b>	<b><u>3,227,849.26</u></b>	<b><u>3,287,778.69</u></b>	<b><u>(59,929.43)</u></b>
<b><u>Liabilities</u></b>			
<b>Liabilities</b>			
2000 - Accounts Payable	13,515.18	17,993.86	(4,478.68)
2050 - Prepaid Assessments	57,707.65	52,347.61	5,360.04
	<u>Balance Oct 31, 2022</u>	<u>Balance Sep 30, 2022</u>	<u>Change</u>
<b><u>Liabilities</u></b>			
<b>Liabilities</b>			
4902 - Insurance Claims	2,269.00	2,269.00	0.00
<b>Total Liabilities</b>	<b><u>73,491.83</u></b>	<b><u>72,610.47</u></b>	<b><u>881.36</u></b>
<b>Total Liabilities</b>	<b><u>73,491.83</u></b>	<b><u>72,610.47</u></b>	<b><u>881.36</u></b>
<b><u>Owners' Equity</u></b>			
<b>Equity</b>			
3200 - Opening Balance	61,558.23	61,558.23	0.00
3900 - Retained Earnings	2,472,755.00	2,472,755.00	0.00
<b>Total Equity</b>	<b><u>2,534,313.23</u></b>	<b><u>2,534,313.23</u></b>	<b><u>0.00</u></b>
<b>Total Owners' Equity</b>	<b><u>2,534,313.23</u></b>	<b><u>2,534,313.23</u></b>	<b><u>0.00</u></b>
<b>Net Income / (Loss)</b>	<b><u>620,044.20</u></b>	<b><u>680,854.99</u></b>	<b><u>(60,810.79)</u></b>
<b>Total Liabilities and Equity</b>	<b><u>3,227,849.26</u></b>	<b><u>3,287,778.69</u></b>	<b><u>(59,929.43)</u></b>

# OCTOBER 2022 INCOME STATEMENT SUMMARY

## Income Statement Summary Travis Ranch Property Owners

October 01, 2022 thru October 31, 2022

	Current Period			Year to Date (10 months)			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
Total Income	16,225.77	12,803.00	3,422.77	1,503,937.01	1,299,481.00	204,456.01	1,325,090.00
Total Income	16,225.77	12,803.00	3,422.77	1,503,937.01	1,299,481.00	204,456.01	1,325,090.00
Total Expenses	0.00	3,750.00	(3,750.00)	0.00	37,500.00	(37,500.00)	45,000.00
Total General & Administrative	14,548.92	13,103.00	1,445.92	162,880.14	132,812.00	30,068.14	159,065.00
Total Taxes	0.00	0.00	0.00	0.00	1,000.00	(1,000.00)	1,000.00
Total Insurance	0.00	0.00	0.00	23,458.36	21,115.00	2,343.36	21,115.00
Total Utilities	2,948.43	10,479.71	(7,531.28)	61,295.72	81,039.58	(19,743.86)	102,000.00
Total Infrastructure & Maintenance	16,609.88	23,407.00	(6,797.12)	147,448.52	199,582.00	(52,133.48)	244,900.00
Total Pool	6,178.88	4,916.00	1,262.88	103,880.76	199,902.00	(96,021.24)	209,734.00
Total Landscaping	35,935.86	33,498.00	2,437.86	362,128.31	339,650.00	22,478.31	411,647.00
Total Irrigation Maintenance	814.59	2,083.00	(1,268.41)	22,801.00	26,475.00	(3,674.00)	31,448.00
Total Reserves	0.00	0.00	0.00	0.00	0.00	0.00	99,181.00
Total Expense	77,036.56	91,236.71	(14,200.15)	883,892.81	1,039,075.58	(155,182.77)	1,325,090.00
Net Income / (Loss)	(60,810.79)	(78,433.71)	17,622.92	620,044.20	260,405.42	359,638.78	0.00

# COMPLETED PROJECTS

## Landscape

- Laid decomposed granite in the area around the CBU mailbox on Lake Ray Hubbard Drive.
- Performed maintenance to the retention drain pond on Trevino Road. Cut down vegetation twice.
- Removed construction debris from retention drain pond on Trevino Road.

## Pool & Cabana

- Installed two PTZ cameras at the pool cabana.
- Purchased 40 new loungers to complete the replacement of the old loungers.
- Purchased new furniture for secondary pool to come online in Summer 2023.
- Aligned a stone column at the Southeast corner of the pool fence.
- Splash pad water features were painted.
- Repaired the women's restroom door.
- Replaced the cant slam on the main pool entry gate.

## Parks

- Replaced wood planks around skate rink.
- Treated for carpenter ants around skate rink.

## Streets

- Repaired 1 streetlights throughout the community.
- MUD repaired sinkhole on Ackerly Drive.

## Common Areas

- Completed two common fence repairs due to traffic accidents.
- Fieldcrest – Entrance stone column repaired (Traffic Accident).
- Travis Ranch – Stone column along FM740 repaired (Traffic Accident).
- Installed no dumping signs at the new pool construction site.
- Repaired damaged ADA ramp at Travis Ranch Blvd & Callahan Drive.
- Repaired damaged entrance monument on Vega Drive (Traffic Accident).
- Replace four sinking sidewalks around the pool amenity center, near Travis Ranch Blvd.
- Increased holiday lighting to include the pool amenity center.
- Rebuilt the wood welcome signs at the entrance on Travis Ranch Blvd.
- Installed 26 pet waste stations throughout the community.

# PROJECTS IN PROGRESS

## Pool & Cabana

- Receiving an estimate to upgrade the pool entry system to a phone entry application.
- Upgrading the pool deck shower due to age.

## Parks

- Requesting estimates for rubberized surface at the San Antonio Drive playground.
- Working on a dog park installation for the park on Grimes Drive.
- Working on converting the skate rink into a basketball/pickleball court.
- Working to add solar lights to parks.
- Researching stand alone security cameras for parks.

## Streets

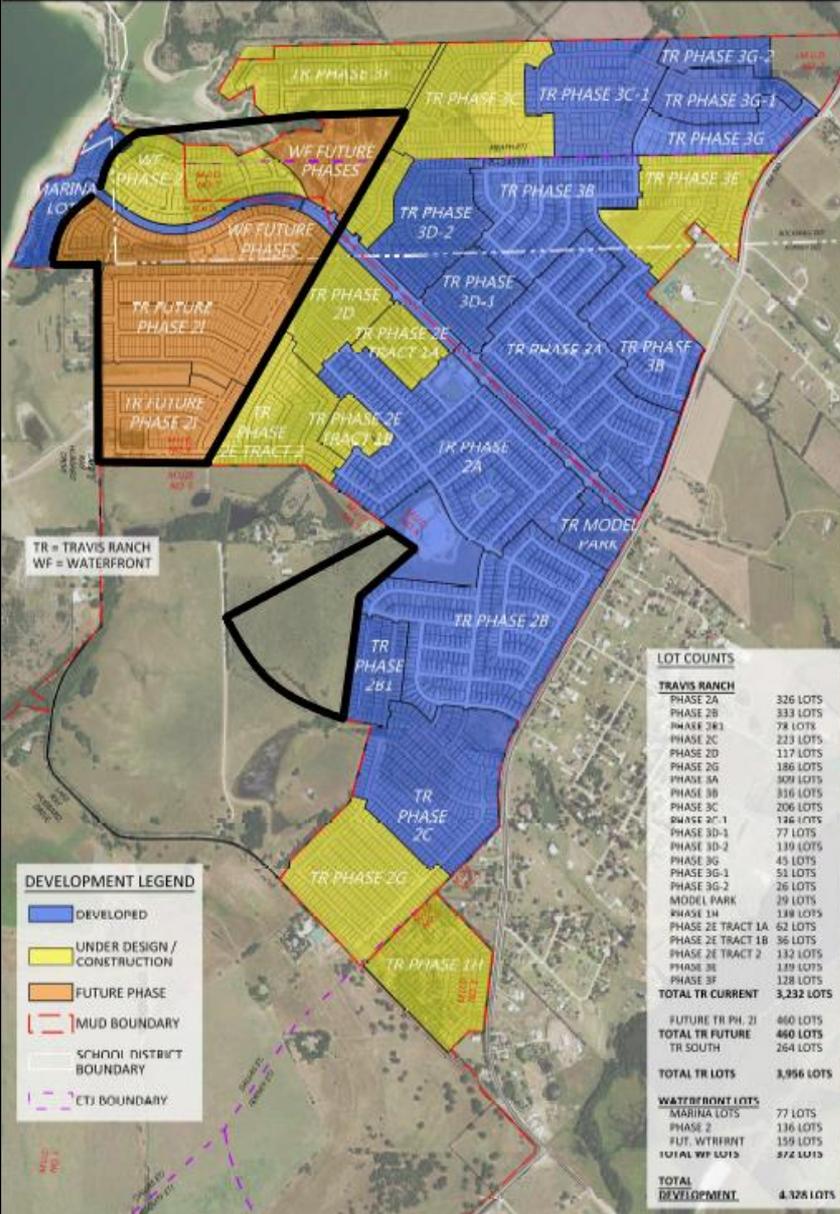
- Preparing to perform an end of the year streetlight inspection tour.

## Common Areas

- Realign the electrical boxes at the corner of San Antonio Drive park.
- Repairs to the common fence along FM740 & Travis Ranch Blvd.
- Repairs to screening walls and stonework at the entrance to Travis Ranch Blvd.

# DEVELOPER UPDATES

## TRAVIS RANCH DEVELOPMENT DALLAS ETJ, FORNEY ETJ, AND HEATH ETJ, TEXAS



### Homeowner Lots

3,174

### Builder Lots

307

### Developer Lots

152

### Annexed Lots

636

### Marina Lots

69

### Governors Lots

180

**Max Buildout: 4328**



# Compliance

## Covenants Count Report Travis Ranch Property Owners Sat Jan 01, 2022 thru Sat Dec 31, 2022

Description	Number
Trash Containers	470
Yard Maintenance	755
Basketball Goals	17
Landscape Maintenance	70
Miscellaneous Items Visible	99
Unauthorized vehicles	121
Fence Repairs	30
Inoperable Vehicle	131
Debris	44
Exterior Maintenance	46
Overnight Parking	14
Unsightly and/or Disrepair	7
Improper Signage	9
Residential Use Only - Running Business	6
Signage	9
Pet(s)	11
Lawn Maintenance	25
Appearance	1
Fence	12
Noise & Odor	1
Pit Bull & Rottweiler Dogs Prohibited	2

- ❖ Inspections Conducted Twice Monthly
- ❖ 3 Notices are Sent to a Fine Being Assessed
  - 1<sup>st</sup> Courtesy Notice
  - 2<sup>nd</sup> Notice of Violation
  - 3<sup>rd</sup> Final Notice/Fine Warning (PC209)
  - 1<sup>st</sup> Fine Notice
  - Homeowner will Continue to be Fined Until Cured
- ❖ State Standard and per the 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> Notices
  - 10 Days to Cure
  - If Violation of Same or Similar Nature is Observed Within 180-Day Period, Enforcement will Escalate to the Next Notice as Indicated Above

**Help Keep the Community Beautiful!**

Actively Seeking Volunteers in Many Capacities to Include Compliance!

**Total Number of Violations: 1,880**

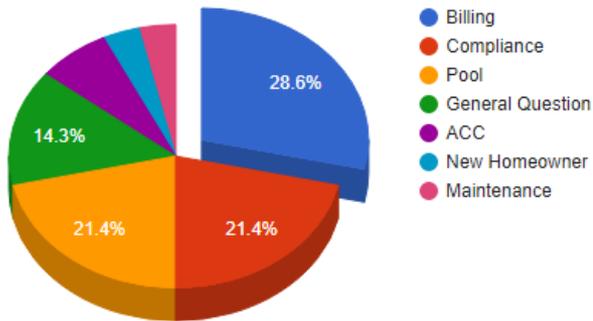
# Web submissions

## Travis Ranch POA Community Charts

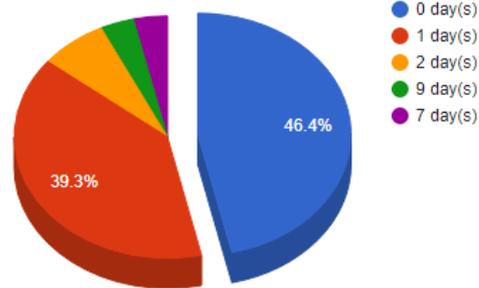
Conversation Started: 01/03/22 to 11/28/22

Total Number of Submissions for Date Range: 28

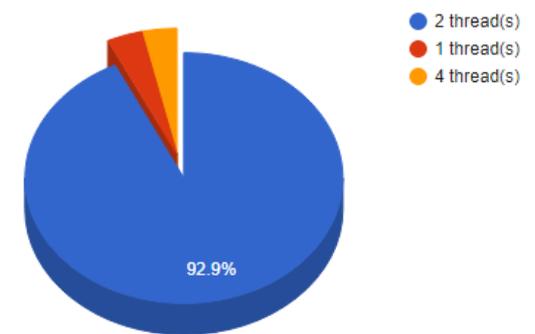
Submissions by Category



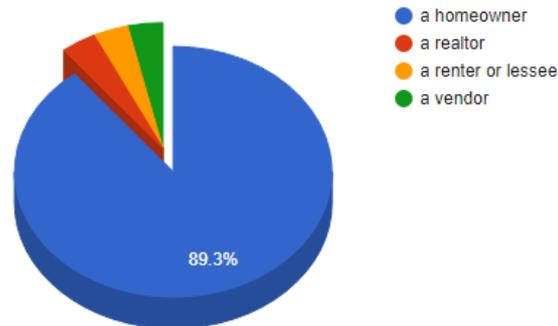
Statistics by Age



Statistics by Conversation Thread



Statistics by Submission Group



Statistics by Category Data

Selection	Count
Billing	8
Compliance	6
Pool	6
General Question	4
ACC	2
New Homeowner	1
Maintenance	1

Statistics by Age Data

Aged	Count
0 day(s)	13
1 day(s)	11
2 day(s)	2
9 day(s)	1
7 day(s)	1

Statistics by Conversation Thread

Threads	Count
2 thread(s)	26
1 thread(s)	1
4 thread(s)	1

Statistics by Submission Group

Entity	Count
a homeowner	25
a realtor	1
a renter or lessee	1
a vendor	1

# Essex Association Management, L.P.

**Monday – Friday**

**9:00 am – 5:00 pm**

**1512 Crescent Dr. Suite 112**

**Carrollton, Texas 75006**

**Phone: (972) 428-2030**

**Fax: (469) 342-8205**

**After Hours Emergency Line: (888) 740-2233**

**[www.travisranchhoa.com](http://www.travisranchhoa.com)**



# Meeting Adjourned



**Essex Association Management**  
1512 Crescent Drive, Suite 112  
Carrollton, Texas 75006  
Office: 972-428-2030  
[www.travisranchhoa.com](http://www.travisranchhoa.com)

# Q & A



Essex Association Management  
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