

# Travis Ranch Property Owners Association, Inc.

## 2015 Annual Meeting

Lewis Elementary School Cafeteria  
1309 Luckenbach Drive  
Forney, Texas 75126  
Wednesday, November 11, 2015  
6:30 p.m.

## AGENDA

- Call meeting to order
- Establish quorum
  - a. Quorum 10% = 342 in person or by proxy
- An introduction of Attendee's from Essex Association Management, L.P.
  - Ron Corcoran, Owner
  - Jim Aenchbacher, Association Manager
  - Melinda Rainey, Assistant Association Manager
  - Cinnamon Low, Administrative Assistant
- 2014 Business
  - Financials
    - a. Review 2014 Year End Financials
- Community Events
- Committees
  - Establish New Advisory Committee
  - Appoint Members to the Advisory Committee
- Adjournment
- Question & Answer

**\*\*Remember to visit your community website at [www.travisranchhoa.com](http://www.travisranchhoa.com)\*\***

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

# Travis Ranch Property Owners Association, Inc.

Essex Association Management, LP 1512 Crescent Drive, Suite 112, Carrollton, TX 75006 (972) 428-2030

October 23, 2015

## **Notice of Annual Meeting**

November 11, 2015

Dear Travis Ranch Homeowner:

As manager for Travis Ranch Property Owners Association, Inc., I am pleased to advise you of the Annual Meeting to be held on **November 11, 2015**. The purpose of this meeting is to conduct normal business of the Association and present information on current Association affairs. This year the Board of Directors will be forming an Advisory Committee on behalf of the community. Anyone interested in volunteering can complete the enclosed form. Form must be returned to our office no later than 12:00p.m., Monday, November 10, 2015. To view the meeting draft agenda please visit [www.travisranchhoa.com](http://www.travisranchhoa.com). Also enclosed for your convenience is a proxy, which can be used in the event that you are unable to attend the meeting. **A meeting cannot be held unless a quorum is present, either in person or by proxy.**

Date: November 11, 2015  
Time: 6:30pm-7:30pm  
Location: Lewis Elementary School Cafeteria  
1309 Luckenbach Drive  
Forney, Texas 75126  
(972) 564-7102

Check in will begin at 6:15 p.m. We are looking forward to seeing you on November 11, 2015. If you have any questions please feel free to contact me at (972) 428-2030.

Travis Ranch Property Owners Association, Inc.

By: Jim Aenchbacher  
Jim Aenchbacher Property Manager  
Essex HOA Management L.P., Managing Agent

**Travis Ranch Homeowners Association**  
**2014 Financial Summary**  
**Annual Meeting**  
**November 11, 2015**

**2014 Summary Report**

**INCOME**

	<b>ACTUAL</b>	<b>BUDGETED</b>	<b>VARIANCE</b>
Assessments	\$ 482,477.59	\$ 411,480.00	\$ 70,997.59
Acquisition Fees (CAPS)	\$ 16,950.00	\$ 17,760.00	\$ (810.00)
Late / NSF Fees	\$ 30,643.30	\$ 20,000.00	\$ 10,643.30
Collections Fees	\$ 19,700.24	\$ 10,000.00	\$ 9,700.24
Delinquency Processing Fee	\$ 253.27	\$ 1,000.00	\$ (746.73)
Demand Letter Income	\$ 1,999.00	\$ -	\$ 1,999.00
Violation Fine Income	\$ 1,750.00	\$ 3,500.00	\$ (1,750.00)
Interest	\$ 1,008.10	\$ 1,000.00	\$ 8.10
Newsletter Advertising	\$ -	\$ 500.00	\$ (500.00)
Pool Key Revenue	\$ 225.00	\$ 400.00	\$ (175.00)
Miscellaneous Income	\$ 17,497.78	\$ 500.00	\$ 16,997.78
<b>TOTAL INCOME</b>	<b>\$ 572,504.28</b>	<b>\$ 466,140.00</b>	<b>\$ 106,364.28</b>

**EXPENSES**

General & Administrative	\$ 93,140.22	\$ 107,461.00	\$ (14,320.78)
Taxes	\$ 8,607.57	\$ 5,000.00	\$ 3,607.57
Insurance	\$ 17,330.50	\$ 17,576.00	\$ (245.50)
Utilities	\$ 33,501.87	\$ 45,300.00	\$ (11,798.13)
Infrastructure & Maintenance	\$ 42,505.14	\$ 28,945.00	\$ 13,560.14
Pool	\$ 59,069.87	\$ 79,164.00	\$ (20,094.13)
Landscaping	\$ 76,664.72	\$ 97,860.00	\$ (21,195.28)
Irrigation	\$ 2,124.81	\$ 26,000.00	\$ (23,875.19)
Committees	\$ -	\$ 2,696.00	\$ (2,696.00)
<b>TOTAL EXPENSES</b>	<b>\$ 332,944.70</b>	<b>\$ 410,002.00</b>	<b>\$ (77,057.30)</b>

<b>NET INCOME / (LOSS)</b>	<b>\$ 239,559.58</b>	<b>\$ 56,138.00</b>	<b>\$ 183,421.58</b>
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# TRAVIS RANCH PROPERTY OWNERS ASSOCIATION, INC.

## Committee Interest Form

\_\_\_\_\_ Yes! I would like to be a part of the Advisory Committee.

My Name: \_\_\_\_\_

My Address: \_\_\_\_\_

My Phone Number(s): \_\_\_\_\_  
(home) \*\* (alternate) \*\*

My E-Mail Address: \_\_\_\_\_ \*\*

\*\*Must provide contact information

\_\_\_\_\_ **Advisory Committee:** The Advisory Committee will consist of 3 to 5 homeowners and will work with the management company to ensure that the Travis Ranch community is maintained per the standards defined in the CC&R's. The Committee will help to generate and maintain a friendly environment for ALL residents; monitors safety related issues within the community and helps to oversee the overall quality and appearance of the common properties. The Committee reports any needed repair and maintenance issues to the Management Company and helps to inform residents of various activities. The Committee should also urge residents to use the HOA's website in order to obtain up to date information on current community issues. More information will be made available at the Annual Meeting.

Why I would like to serve on the Advisory Committee:

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Return Form to: Travis Ranch Homeowners Association, Inc.  
1512 Crescent Drive, Suite 112  
Carrollton, Texas 75006

E-mail to: [jim@essexhoa.com](mailto:jim@essexhoa.com)

Fax to: (469)342-8205 attention: Jim Aenchbacher

**\*\*\*\*\* Important- Do Not Discard \*\*\*\*\***

## **Travis Ranch Property Owners Association, Inc.**

### **Proxy**

I, the undersigned, being the record Owner of the property identified below, or being the authorized voting representative for the property, hereby revoke any previous proxies and grant to the person, identified below ("my Proxy Holder") my revocable Proxy for quorum only and all other respects to act on my behalf as a Member of Travis Ranch Property Owners Association, Inc. (the "HOA"), at the Annual meeting of the HOA scheduled for November 11, 2015, or as such meeting may be rescheduled, adjourned, or recessed and reconvened.

- I hereby assign my proxy to \_\_\_\_\_ to establish Quorum only at the Travis Ranch Property Owners Association Annual Meeting.

### **Sign and Date**

In order for this Proxy to be valid it must be signed and dated.

Date \_\_\_\_\_

\_\_\_\_\_  
(Your Signature-Owner/Member)

\_\_\_\_\_  
(Your Printed Name- Owner/Member)

\_\_\_\_\_  
(Property Address)

Where I am present in person and elect to act on my own behalf at said meeting or with respect to a specific act of the Association, such presence or action will supersede and suspend the effectiveness of this proxy.

Where I have given my written proxy to another named person dated later than the date hereof, such subsequent proxy will supersede and suspend the effectiveness of this proxy.

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**Mail, fax, or email this form to: Essex Association Management, L.P.**

**1512 Crescent Drive, Ste. 112**

**Carrollton, TX, 75006**

**Email: info@essexhoa.com**

**Fax: 469-342-8205**

# TRAVIS RANCH PROPERTY OWNERS ASSOCIATION, INC.

## Committee Interest Form

Yes! I would like to be a part of the Advisory Committee.

RECEIVED NOV 02 2015

My Name: Gary Sieburg

My Address: 1005 Callahan Dr. Forney, TX 75126

My Phone Number(s): 214-797-1124 (home) \*\*      214-320-2100 (alternate) \*\*

My E-Mail Address: gary.sieburg@lpl.com \*\*

\*\*Must provide contact information

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Why I would like to serve on the Advisory Committee:

Because I am seeing many violations of the HOA rules, I want this community to continue to be a good place to live. We pay for an HOA to keep the community looking good and to protect homeowners values. I am concerned because I am seeing inadequate enforcement of the rules. I have a fair amount of time to serve.

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E-mail to: jim@essexhoa.com

Fax to: (469)342-8205 attention: Jim Aenchbacher

TRAVIS RANCH PROPERTY OWNERS ASSOCIATION, INC.

Committee Interest Form

X Yes! I would like to be a part of the Advisory Committee RECEIVED NOV 05 2015

My Name: Rebecca Wathen

My Address: 2160 Callahan Dr.

My Phone Number(s): 605-390-4028 (home) \*\* (alternate) \*\*

My E-Mail Address: butterflykisses560@att.net\*\*

\*\*Must provide contact information

X Advisory Committee: The Advisory Committee will consist of 3 to 5 homeowners and will work with the management company to ensure that the Travis Ranch community is maintained per the standards defined in the CC&R's. The Committee will help to generate and maintain a friendly environment for ALL residents; monitors safety related issues within the community and helps to oversee the overall quality and appearance of the common properties. The Committee reports any needed repair and maintenance issues to the Management Company and helps to inform residents of various activities. The Committee should also urge residents to use the HOA's website in order to obtain up to date information on current community issues. More information will be made available at the Annual Meeting.

Why I would like to serve on the Advisory Committee:

We have lived here for 3 years. During this time I have served on several committees such as Crime Watch Committee chair, Social Committee chair and member (current), Communications Committee member, and Welcome Committee member. I have also helped organize and execute several community events, most importantly, the Eggstravaganza last Easter. Over 200 community families took part in. I have also started and maintained the "go-to" social media site for the community - "Travis Ranch Insiders" on Facebook. I have been and continue to remain very active in my community and would like to continue to be an integral part of the community through this

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E-mail to: jim@essexhoa.com

Fax to: (469)342-8205 attention: Jim Aenrbacher

I also worked closely with Danielle at Essex for quite awhile helping resolve neighborhood issues and complaints. Thank you.

TRAVIS RANCH PROPERTY OWNERS ASSOCIATION, INC.

Committee Interest Form

Yes! I would like to be a part of the Advisory Committee.

My Name: Randy Miller

My Address: 1000 CONCAN DR

My Phone Number(s): 214-628-2502 701-318-8911  
(home) \*\* (alternate) \*\*CELL

My E-Mail Address: RANDYMND @ G MAIL.COM

\*\*Must provide contact information

Advisory Committee: The Advisory Committee will consist of 3 to 5 homeowners and will work with the management company to ensure that the Travis Ranch community is maintained per the standards defined in the CC&R's. The Committee will help to generate and maintain a friendly environment for ALL residents; monitors safety related issues within the community and helps to oversee the overall quality and appearance of the common properties. The Committee reports any needed repair and maintenance issues to the Management Company and helps to inform residents of various activities. The Committee should also urge residents to use the HOA's website in order to obtain up to date information on current community issues. More information will be made available at the Annual Meeting.

Why I would like to serve on the Advisory Committee:

NEW TO TRAVIS RANCH. RETIRED, FORMER  
SALES MGR FOR A WHOLESALE DOOR, WINDOW  
+ KITCHEN SUPPLY COMPANY. I ALSO OWNED  
MY HOME REMODELING COMPANY.  
I BELIEVE IN GETTING INVOLVED WITH IN  
MY COMMUNITY.  
I HAVE AN EYE TO DETAIL + THE ABILITY TO  
GET THINGS DONE IN A TIMELY MANNER.

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E-mail to: [jim@essexhoa.com](mailto:jim@essexhoa.com)

Fax to: (469)342-8205 attention: Jim Aenchbacher



# TRAVIS RANCH PROPERTY OWNERS ASSOCIATION, INC.

## Committee Interest Form

Yes! I would like to be a part of the Advisory Committee.

My Name: Valicia Bryant

My Address: 1012 Camp Verde

My Phone Number(s): 972-564-1150 972-839-6720  
(home) \*\* (alternate) \*\*

My E-Mail Address: aggiegrl8495@yahoo.com

\*\*Must provide contact information

     **Advisory Committee:** The Advisory Committee will consist of 3 to 5 homeowners and will work with the management company to ensure that the Travis Ranch community is maintained per the standards defined in the CC&R's. The Committee will help to generate and maintain a friendly environment for ALL residents; monitors safety related issues within the community and helps to oversee the overall quality and appearance of the common properties. The Committee reports any needed repair and maintenance issues to the Management Company and helps to inform residents of various activities. The Committee should also urge residents to use the HOA's website in order to obtain up to date information on current community issues. More information will be made available at the Annual Meeting.

Why I would like to serve on the Advisory Committee:

I have served on the ~~Comm~~ Communications for about 3 years as well as doing the HOA Community Newsletter. I am currently serving as chair on the Communications Committee. I am very interested in helping bridge the communication gap between the residents and the HOA/Management.

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Fax to: (469)342-8205 attention: Jim Aenchbacher

# TRAVIS RANCH PROPERTY OWNERS ASSOCIATION, INC.

## Committee Interest Form

Yes! I would like to be a part of the ADVISORY BOARD Committee.

My Name: KENNETH UDING

My Address: 2002 ENCHANTED ROCK DRIVE

My Phone Number(s): 214-771-1484 Home (Preferred)  
(Cell) \*\* 972-357-7210  
(alternate) \*\*

My E-Mail Address: kdudingx@yahoo.com\*\*  
\*\*Must provide contact information

Committees will consist of 3 to 5 homeowners and will work with the management company to ensure that the Travis Ranch community remains a great place to call home. The responsibilities of Committee members and their interaction with the Management Company and/or Board depend largely upon the type of Committee and how active its members are. Committees help to generate and maintain a friendly environment for ALL residents; monitors safety related issues within the community and helps to oversee the overall quality and appearance of the common properties. The Committee reports to the Management Company and helps to inform residents of various activities. The Committee should also urge residents to use the HOA's website in order to obtain up to date information on current community issues and may be asked to help facilitate surveys or other means of gathering information from the community in an effort to be more informed as to what the residents' desire from their Homeowners Association.

Why I would like to serve on the ADVISORY BOARD Committee:

I have been chairman of the Communication Committee for nearly 3 years and produced the BEACON Newsletter. I remain a member.

Formed the "Ad Hoc Committee for HOA Participation" as part of the Communication Committee. Studied the HOA Documents, Texas Statutes regarding HOA operation and internet sources regarding HOA improvement. Have communicated HOA concerns with ESSEX management and have personally met with them to improve Travis Ranch HOA operations for the benefit of all residents.

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Fax to: (469)342-8205 attention: Jim Aenchbacher

# TRAVIS RANCH PROPERTY OWNERS ASSOCIATION, INC.

## Committee Interest Form

Yes! I would like to be a part of the Advisory Committee.

My Name: LaQuintta Wilson-Owens

My Address: 1002 Shackelford Lane

My Phone Number(s): 972-571-8662 (home) \*\* 972-205-4094 (alternate) \*\*

My E-Mail Address: quintwilson@att.net \*\*

\*\*Must provide contact information

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Why I would like to serve on the Advisory Committee:

The reason that I want to serve is because I complain about all the things that I see as I walk the neighborhood. So instead of talking about the things, I want to assist in doing something positive - take action.  
I am concerned about the condition of the neighborhood since I moved here 9 yrs ago. I see a decline in the maintenance of community. If I can make a contribution and serve my community, I am doing what God wants me to do to protect the things he gives us. I want to assist in the change and make a difference.

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Carrollton, Texas 75006

E-mail to: [jim@essexhoa.com](mailto:jim@essexhoa.com)

Fax to: (469)342-8205 attention: Jim Aenchbacher

Yes! I would like to be a part of the Advisory Committee.

My Name: Amy L. Johnson

My Address: 2008 Enchanted Rock Dr.

My Phone Number(s): 318-557-2221 (home) \*\*      601-668-1556 (alternate) \*\*

My E-Mail Address: Amyjohnson75@yahoo.com \*\*

\*\*Must provide contact information

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Why I would like to serve on the Advisory Committee:  
I would like to serve on the advisory committee because of my dedicated heart, driven personality, and dependable actions. I am very active in the community on various committees. I plan and execute each garage sale. I was able to incorporate a shed day for the residents. I plan all social events and make sure that they are executed. I am no stranger to the community. Outside of all the fun stuff, I look after the sick and shut-in as well as those who are mourning. I will make a great asset to the advisory committee.

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## Travis Ranch Sept 2015 MEETING

1277 HOMEOWNERS  
2139 DECLARANT LOTS

3416 10% QUORUM = 342

### BUILDERS

Megatel Homes  
Horizon  
DR Horton  
Oakdale

### LOTS REMAINING

Phase 2 A B 3 A B	15
Phase 2 b	78
Phase 2C	227

**TOTAL 320**

### Phase Prem plat

2B-1	78
2C	227
3C	139
3D	214
3E	107
<b>TOTAL</b>	<b>765</b>

### Phase Prem plat

2C1	63
2 D	216
2E	281
2F	127
2G	185
3C-1	96
3F	86

**TOTAL 1054**

**GRAND TOTAL DECLARANT 2139**