

**Medina County, Texas**

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**Potranco Ranch Public Improvement District  
Board of Directors' Meeting  
MEETING MINUTES**

**Tuesday, September 13, 2016, at 10:30 a.m.  
Sammy's Restaurant  
202 Old US Highway 90 E, Castroville, TX 78009  
(830) 931-2204**

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1. Call to Order: General Habiger, Chair, called the meeting to order at 10:35 a.m.
2. Roll Call:
  - a. Members Present: General Eugene Habiger, Megan Earl, Mary Hoyt, Harry Hausman, Commissioner Larry Sittre
  - b. Members Absent: None
  - c. Others Present: David Earl, Lance Elliot, William Gattmann, James Medrano, Brad Vilipando, Andrew Yutzy, Cecil Perkins, Valerie Lee
3. Proof of Quorum: A quorum was present.
4. Citizens to be Heard: (Board Secretary maintained more extensive notes regarding Citizens comments, which are available upon request).
  - a. Andrew Yutzy: Resident voiced concerns about lack of internet access. General Habiger recommend that an update be sent out every Friday to Mr. Yutzey's email address, and cc the members of the Board with regard to the status of efforts to reach the internet service provider.
  - b. Brad Vialpando: Resident voiced concerns about cost of potable water provided by Yancey Water Supply Corporation. Mr. Vialpando also had concerns regarding the scheduling of HOA meetings and voiced a request for a yearly HOA meeting, with the scheduled date to be included on the Potranco Ranch website, [www.potrancoranch.com](http://www.potrancoranch.com).
  - c. James Medrau: Resident also voiced concerns about frequency of HOA meetings and also voiced a concern about the closure and opening times of the subdivision gates.
5. Receive briefing from Developer and County on the status of project and discussion on any potential future actions/items for consideration by Board, including briefing on current status and performance of PID:
  - a. Harry Hausman, on behalf of the Developer, provided an update to the Board. October 18, 2016 is the drop-dead date to finish Unit 7A so that lots are ready by December 2016. Construction on Unit 7B to begin in 45 days, so that lots are ready in April 2017. The reuse water system is being upgraded, including updates to the pumps, to serve Units 7-10, and is expected to be completed by October 15, 2017.
6. Discussion and approval of minutes from the following Potranco Ranch Public Improvement

District Board of Directors' meeting:

- a. June 22, 2016:
    - i. After discussion, General Habiger stated that the June 22, 2016 minutes are approved as presented.
7. Discussion and action on adoption of the proposed annual updated Service and Assessment Plan and Assessment Roll for the Potranco Ranch Public Improvement District pursuant to Chapter 372 of the Texas Local Government Code, setting an assessment rate, and making a recommendation regarding the proposed annual Service and Assessment Plan and Assessment Roll to the Commissioner's Court of Medina County, Texas for public hearing and consideration:
  - a. David Earl, on behalf of the Developer, discussed the proposed annual updated Service and Assessment Plan and Assessment Roll for the PID. Mr. Earl reminded the PID Board that the PID Board is the advisory body with members appointed by Medina County, whom makes recommendations to the County Commissioner's Court with regard to the Service & Assessment Plan and Assessment Roll on an annual basis. Lance Elliott, a consultant for the Developer, prepared a 5-year operating budget as required by Chapter 372 of the Texas Local Government Code (the term of the PID goes through 2038). Based on the projections, in 2038, the maintenance reserve is estimated to be \$2,628,830.96. Currently because the assessments do not currently cover all of the expenses of the PID there is a deficit, which will be recouped in approximately four years, and after such time, the assessments will go toward a reserve fund for the PID. In addition, Mr. Earl stated that because the subdivision is located in a Public Improvement District, the City cannot annex the property. Mr. Earl reminded the Board that the assessment is set at and fixed at 18 cents per hundred and the Assessment Roll for the properties contained within the PID is based on assessment rate. Upon favorable recommendation, the updated Service and Assessment Plan and Assessment Roll for the PID will be presented to the Medina County Commissioner's Court for discussion and approval.
    - i. *Commissioner Larry Sittre moved to approve and recommend adoption of the proposed annual updated Service and Assessment Plan and Assessment Roll for the Potranco Ranch Public Improvement District pursuant to Chapter 372 of the Texas Local Government Code, setting an assessment rate at 18 cents per hundred, and making a recommendation regarding the proposed annual Service and Assessment Plan and Assessment Roll to the Commissioner's Court of Medina County, Texas for public hearing and consideration. Harry Hausman seconded the motion. Motion unanimously approved by all members present.*
8. Discussion regarding items for future agenda:
  - a. Discussion and possible action on approval of the two most recent \$30,000.00 loans to the PID, one from Hausman Holdings, LLC in the amount of \$30,000.00 and Earl Holdings, LLC; and

- b. Discussion and possible action with regard to dedication of 30 acres of parkland to the PID, acceptance of the donation by the PID, authorization for the Board Chairman and/or County Judge to accept donation, and recommend that the certified appraisal go to Commissioner's Court for approval.

9. New Business: None

10. Discussion by the Board to set next meeting date:

- a. The next meeting is set for October 19, 2016 at 11:15 a.m., or as otherwise scheduled by the Board Secretary via email notification.

11. Motion to Adjourn:

- a. *Larry Sittre made a motion to adjourn the meeting. Harry Hausman seconded the motion. The motion was unanimously approved and carried and the meeting adjourned at 11:24 a.m.*