

**Highlands Ranch HOA  
Board Minutes – Sept. 27, 2018**

Meeting called to order by Jo Ann Browne at 6:03 p.m. MI Casa Tamale.

**Roll Call:**

Jo Ann Browne, Shawn McElroy, Tommy Springfield, Lil Rodgers, and Edna Stenberg. George O'Neal was absent.

Approval of April 19, 2018 Meeting Minutes and May 24, 2018 Special Meeting:  
Motion by Tommy, 2nd by Shawn. All voted in favor.

**Guests in Attendance:**

Jimmy Junkin and Pat Hopkins.

**Officer Reports:**

**President:** Jo Ann discussion of fines and one owner's yard maintenance. Jo Ann to contact before further action.

**Secretary:** No update.

**Treasurer:** No update. Specific information is discussed further in the Finance Committee Report.

**Committee Reports:**

**ACC:** Pat stated here were 4 ACC submittals and approvals as follows:

1. Jefferies, 9403 Highlands Cove: Interior Ranch Fence
2. Springfield, 9211 Highlands Cove: Pergola by the side of the pool
3. Cerminaro, 26970 Ranchland Vw: well pump house
4. Burdin, 27515 Ranch Bluff: 4H -2 pigs

**Finance:** Jimmy Junkin discussed the following

1. Prior month's financials.
2. Investment renewals/purchases- bought \$75K CD in Sept., 2yr. 2.5%.
3. \$5 collection letter fee: Jimmy stated that the board had discussed several months ago the adoption of a \$5 collection letter fee to be effective Feb. 1, 2018, but did not actually vote on it. He suggested that the board make the \$5 fee formal. It would apply for each collection letter that FirstService Residential mails on a delinquent account. Shawn made a motion and JoAnn 2nd to approve and make it retroactive to Feb1., 2018. All voted in favor.
4. Discussed 2018 reserve fund analysis.
5. Discussed 2019 preliminary budget and dues increase based on the reserve fund analysis: Quarterly increase of \$5 (\$20 per yr); all to the reserve fund. Edna motioned to increase and Lil 2<sup>nd</sup>. All voted in favor.

Beautification: Lil discussed the following issues with the front areas:

1. Some of the weeds need to be pulled in the front and some plants in the front on the right need to be replaced.
2. One irrigation box needs to be replaced outside the gate.
3. We need to check on the rain sensors.

Roads and Safety: Tommy discussed the following:

1. Weeds growing along roads and in some cracks. Pat and Jimmy will spray.
2. About 2,000 linear feet of road base, plus 2 areas need asphalt of about 400 linear feet.
3. Alamo Asphalt to submit bid.

Social: Discussion by Shawn regarding:

1. Fall social which will be held on Oct. 20 at Bar 301.
2. Donna/Jo Ann will contact Helen Laffoon to see if they want to have the Christmas party at their house.
3. Hay ride is undecided.

Communications: Pat will let Martha know about hay ride to put in the newsletter.


Other Business:

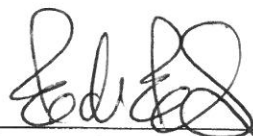
1. Annexation: The letters that were sent out by the City were not really clear. There might be a lawsuit filed challenging the wording.
2. Oak wilt – Pat wants to have the trencher come out and look at the Browne's lot. Jimmy will contact Bio Green to have them look again.
3. Gate issues: 9 gate arms have been broken. We have been reimbursed for 8 of them.

Next Meeting: October 18, 2018, at 6:00 pm at Mi Casa.

Adjourn: Jo Ann adjourned the meeting at 7:45PM.

Respectfully submitted,

  
Jo Ann Browne, President

  
Edna Stenberg, Secretary