

**Highlands Ranch HOA
Board Minutes for Regular Meeting
December 3, 2019**

Meeting called to order at 6:02 pm at Mi Casa Tamale, 25930 IH-10 West, Boerne, TX

Roll Call: Board: Jo Ann Browne, Max Martin, Elizabeth Rogers, Tommy Springfield, Joe Zimmerman, George O'Neal. Guests: Jimmy Junkin, and Pat Hopkins

Approval of Prior Meeting Minutes – Motion by Tommy to approve 11-7-19 minutes, second by Jo Ann; all voted to approve.

Committee Reports:

- ACC & Welcome – Pat Hopkins, Committee Chair
 - a. No ACC approvals.
 - b. No new member welcoming kits delivered. One of our new owners who moved into their home in August 2019 has a very long driveway that still has crushed rock, whereas the DCCR requires that it be paved with a hard surface for at least the first 100 feet from the main road. Pat will check with Denton Development to see what, if anything, they approved when they approved his construction plans. Based on that, Pat will then draft a letter for Diamond to send the homeowner letting them know what the DCCR requires and ask that they finish with the pavement with at least 100 feet of hard surface.
 - c. Gate issues: We have had a problem with the gate. The gate phone is hanging up after dialing the resident's home. Pat called Quality to check it out. They concluded that it was the age of the key pad, which is 21 years old. The cost will be \$3,600 which is a discount from \$5,100. This includes a new motherboard and directory. This is to be completed this week.
- Finance – Jimmy Junkin, Chair
 - Received October 31 financials from FirstService which will be their last time they provide financials. Diamond will take over for November's financials.
 - FirstService still working with Diamond on conversion. Diamond sent dues notices for January 1, 2020, out but billed in error owners with combined adjacent lots for each of the lots. Jimmy will get Diamond to correct this.
 - Jimmy mentioned that all board members have access via Diamond's website to the board portal. This allows the board to review a number of things, such as paid invoices.
 - 2020 budget. Jimmy needs final input by 12-15-19. He will present to board for review by email and then provide a final at the January board meeting for approval.
 - It appears that the HOA insurance policies beginning in February 2019 and ending in February 2020 will need to be cancelled because they were proprietary to FirstService. Jimmy is working with Eva Hecox at Diamond to get quotes.
- Beautification – Elizabeth Rogers, Committee Chairman
 - Panache replaced dead plants for free. They will cut a dead cedar tree near entrance. We will need to replace some mulch soon.
 - For a price of \$150, Davey Trees marked about 70 trees to be trimmed that hang too low over roads. Their price to do the trimming was \$13,000. So, Panache won the bid for \$3,500 to do the trimming.
 - Residents may have the opportunity to keep the cut wood for firewood if they go out the day of the cutting and ask to keep them.


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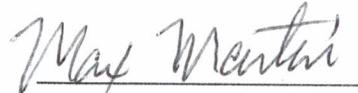
- Roads & Safety – Tommy Springfield, Committee Chairman
 - No report
- Social – Cynthia Shafer, Chairwoman
 - No report
- Communications – Martha Grant, Chairwoman
 - No report
- Nominating Committee: Jimmy Junkin, Pat Hopkins, Tommy Springfield.
No volunteers at this time. Committee will have nominees to present at the January board meeting.

Next Board Meeting: January 23, 2020 at 6 PM @ Mi Casa Tamale

Adjourn: Motion by Tommy, 2nd by George, Meeting adjourned at 7:29 pm.

Respectfully submitted,


Jo Ann Brown, President


Max Martin, Secretary