

**Highlands Ranch HOA**  
**Board Minutes for Regular Meeting**  
**January 23, 2020**

**Meeting called to order** at 6:12 pm MI CASA TAMALE, 25930 IH-10W, Boerne, TX

**Roll Call:** Board – Jo Browne, Tommy Springfield, Elizabeth Rogers, Joe Zimmerman, and Max Martin. Absent-George O’Neal. Guests- Jimmy Junkin and Pat Hopkins.

**Approval of Prior Meeting Minutes** – Motion by Elizabeth Rogers to accept, second by Tommy Springfield for minutes of December 3, 2019. All voted in favor.

**Committee Reports:**

- ACC & Welcome – Pat Hopkins, Committee Chair
  - No ACC requests to report
  - Two new members: 1. Phil and Hollie Miller on Highlands Cove. 2. Shawn and Andrea Wall on Ranch Creek.
- Gate Issues
  - Jo Ann previously approved the Quality Access maintenance contract for annual amount of \$775.00 for 2020 and monitoring contract for \$800 per month for 2020.
  - Keypad replaced, which solved the problem with the phones.
  - Exit gate knocked off track twice in the last month by one member and one unknown driver.
  - The arm was broken once in past month.
- Finance – Jimmy Junkin, Chair
  - Reviewed prior month’s financials and 2020 budget. Noted that 2019 net loss in operating fund of \$23426 is less than budget of \$36767 due mostly to legal and engineering being less than budget because the lawsuit has not settled or gone to court. However, as the lawsuit is running into 2020, the budget again includes \$40000 for legal and \$5000 for engineering. If it gets settled, these costs might be less than budgeted. Reviewed other aspects of the budget.
  - Elizabeth made motion to approve 2020 budget, Joe seconded. All voted in favor.
- Beautification – Elizabeth Rogers, Chair
  - Holiday lighting expense payment fell into 2020 expenses.

- Moore Irrigation changed to having two men for 1 and 1/2 hours instead of one man for 1 hour at a charge of \$125.00 per hour per man. Thus, contract for 2020 is about \$185 for each visit six times per year.
  - Panache went up on their monthly contract charge, but we were able to get them to begin using the correct sales tax rate.
  - Increased budget to add dirt and grass and to plant native plants on Highland Cove island.
- Roads & Safety – Tommy Springfield, Chair
    - No report
  - Social – Cynthia Shaffer
    - Jo Ann will get with Cynthia about plans and responsibilities.
  - Communications – Martha Grant, Chair
    - No report
  - Annual meeting:
    - Reviewed packet going out to homeowners.
    - Annual meeting set for February 15, 2020 at 9 am at Fair Oaks Country Club.
    - Joe moved to accept packet and Jo Ann second. All voted yes.
    - Two homeowners were nominated for the board of directors: Mary Teders and David Cerminaro.
  - Board’s organizational meeting: As the selection of officers for 2020 is the only known business to be handled shortly after the annual meeting, a selection of officers will be handled via email within two weeks after the annual meeting.

**Next Board Meeting:** March 26,2020 at 6 PM @ Mi Casa Tamale.

**Adjourn regular meeting:** Motion by Elizabeth Rogers, 2<sup>nd</sup> by Tommy Springfield, Meeting adjourned at 7:13 pm.

Respectfully submitted,



Jo Ann Brown, President



Max Martin, Secretary