

**Highlands Ranch HOA
Board Minutes for Regular Meeting
10-28-2021**

Meeting called to order by Jo Ann Browne at 6:10PM

Roll Call: Board present: Jo Ann Browne, David Cerminaro, David Thackrey, Max Martin, Joe Zimmerman. Board absent: Mary Teders.

Guests: Jimmy Junkin, Pat Hopkins, Corrine Castillo, and Adam Pope.

Approval of Prior Regular – for 04/22/2021

Motion to approve by David T. and 2nd by Joe. All approved.

Recognize guests for non-confidential matters:

Corrine and Adam asked to attend for the discussion of speed humps. Jo Ann asked David T. to first give his report on his research and recommendation on additional humps. He stated that he previously provided the board via email on 10-12-21 and example of a speed hump from Discount Ramps. This includes the hump, end caps and spikes. These are 19.25 inches wide and 2 feet/11 inches long, with end caps that at 9.75 inches wide and 3 feet long. They are made with these dimensions so that an emergency vehicle with a wider wheelbase than a regular vehicle can cross them without hitting the humps. Thus, it would take about 5 sets of these at each location selection. The cost of each location would be about \$2,000, excluding shipping and not installed (we will probably ask for owner volunteers to install these). The guests then expressed their concern about speed humps being effective and the possible damage to autos. Corrine said she has had to have her auto's alignment fixed a few times. Discussion among her, Adam and board members then centered on the efforts of many boards in the past to deal with speeding. Several stated that they have seen speeders going as much as 50 or 60 miles per hours. This is very dangerous and the board decided about three years ago to install the first speed humps. Even so, we continue to see speeders. It is believed, however, that the speeders represent maybe 25 percent of the owners and some of the others who enter our neighborhood. David then stated his plan is to propose that we initially try one location with this type of hump. Based on what we see, the board can then decide how to move forward. All in attendance seemed to be okay with this approach. Corrine and Adam were then excused. David T. then motioned to install these at one location, Max seconded, and all voted in favor.

Committee Reports:

ACC, Welcoming & Gate – Pat Hopkins, Committee Chair:

- ACC Approvals: None for past month. The issue of combined lots was raised and Pat discussed the number of combined lots as being 6 as follows: Peterson=1; DeWispelare=2; Woodruff=2; O'Neal=1. In the case of O'Neal, Pat stated that the original owner in about the year 2000 built a large horse facility on his second lot, but that it does not include a residence, which is in violation of the DCCR. Sometime ago, he was informed that the original owner told the ACC that he had had the second lot replated so that he only had one lot per public records. It has since been discovered that this had not been done. Jo Ann agreed to discuss this with Tom Newton and seek his guidance on how the board and ACC should handle this.
- Gate issues: Pat stated that the \$6,630 of damage done to the entry still had not been reimbursed by Mattress Firm. They are claiming it should be submitted to their third-party delivery service, even though the truck had their name on it. Pat has asked Eva Hecox to call Tom Newton and ask him to send Mattress Firm a demand letter.
- New Member Kits: Kits delivered to Ed and Jen Batt at 27350 Ranch Crest and to Wade and Venessa Mayfield at 9106 Highlands Cove.

Roads and Safety—David Thackrey, Chair:

Discussed speed humps as documented above. Discussed his proposal to install 8 new street posts and signs. He previously sent the board via email on 9-28-21 and example of a basic decorative street sign (Americana series) from Signature Streetscapes. These will require a concrete base. The total cost of these will be about \$7,000 to \$8,000. Installation will be about \$3,000 to \$4,000. David T. motioned to include these in the 2022 budget, once he and Pat provided more accurate costs, and David C. seconded. All voted in favor.

Finance and Oak Wilt – Jimmy Junkin, Chair:

1. Prior Month's Financial Reports. Board members were previously provided a copy, including email from Jimmy to DAMC with questions. At 9-30-21, there were 3 delinquent accounts that have received the 209 letter (over 60 days past due), which is the second letter sent prior to the accounts going to the attorney for collection. There are none currently with the attorney. On CD at GFCU was renewed for 2 years at a rate of .50%, which is about what each credit union is offering.
2. Oak Wilt. Sent an email to all owners within the last month reminding them to be on the watch for any signs of oak wilt and offering assistance of any committee member. Jimmy visited one home at owners request and found not signs. Another owner asked for a visit, but has not arranged it yet.

Beautification--Lil Rogers, Chair:

Jimmy reported that all of the landscaping has been done at the front, except for the mulch in the lard bed. This is to be completed at any time now. Pat reported that he is getting a bid for more lighting outside the gate and will present to the board.

Social – Max Martin, Chair:

Max and Pat reported that the Halloween block party and hay ride has been planned 10-31-21 and has been communicated to all owners. They have one tractor and trailer, but need another. David C. said he would use his truck to pull a second trailer to be provided by Tommy Springfield.

Communications – Martha Grant, Chair:

The last newsletter was recently emailed to all owners.

Annual Meeting—Jimmy and Jo Ann:

The next meeting was proposed for 2-19-22. David C. said he was gone for all of that month. After discussion, it was decided to see if we could hold it at Fair Oaks Country Club on 3-5-22. Jo Ann will check with the Club.

Jimmy stated that the proposed amendments to the Bylaws and DCCR, along with a Summary, were previously sent to board members and Pat on 10-5-21. Most of the changes are required by changes in the Texas Property Code in 2021. There are a few others that are also being proposed. Pat had some questions about the wording of changes for Fencing and Swimming Pool/Spas in the DCCR. Jimmy will recheck the new law and make appropriate changes and send to Pat for another review. The wording for two of the DCCR changes not required by law were previously approved by the board on 5-27-21. David C. suggested another change to the wording description for one of these in the Summary, which all agreed to. With that change, the consensus was that the Summary is acceptable. He also asked that Jimmy send the board a copy of the DCCR ballot.

Jimmy provided a copy of the Critical Dates document, but stated that this would need to be changed if the meeting is moved to 3-5-21. If so, he will revise and send to the board.

Jo Ann suggested that a Nominating Committee be appointed. After discussion, she motioned to appoint Pat, Jimmy and Max. Seconded by David T. and all voted in favor.

Ratification of actions between meetings (e.g., email decisions).

a. Via email of 9-30-21, Pat requested and received approval from the board to pay TR Drilling & Service \$2485.42 to replace the booster pump for the well. It was apparently

hit by lightning. Pat will ask Eva Hecox to file an insurance claim. Joe motioned to ratify, David C. seconded, and all voted in favor.

b. Via email of 9-27-21, Pat requested and received approval from the board to pay Hill Electric \$1994.00 to trench from original power source and install electrical lines underground outside the gate to the existing power outlet near the V-shaped stone wall. In addition, Pat is asking for approval of \$1727.00 to extend the lighting from the V-shaped wall to the large boulder for more visibility at night. David C. motioned to ratify earlier approval of \$1994.00 and to also approve the \$1727.00, Jo Ann seconded, and all voted in favor.

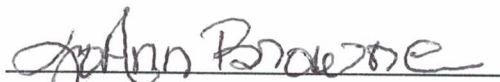
Other Business:

Pat stated that the home at 9026 Highlands Cove is for sale again. This is the lot that the original owner and the builder violated the 40-foot building setback requirement and was discovered when the owner requested approval of a pool, which was accordingly denied. No variance was asked for, nor given. When the second owner (Fiala) purchased it, the title company had the original owner sign a release acknowledging this violation. The action the board should take at this time was discussed but not decision was made. At Pat's request, Frank Carter (a neighbor and broker) has talked to the current broker and informed him of this violation.

Next Board Meeting: Jo Ann set the next regular meeting for 11-18-21 at 6 PM at Mi Casa Tamale.

Adjourn: There being no other business, Jo Ann adjourned at 8:15 pm.

Respectfully submitted,


Jo Ann Browne, President


Jimmy Junkin, Assistant Secretary

Highlands Ranch HOA

2-19-21 Annual Meeting Critical Dates

A. 10/21/21 - 12/13/21 Board Appoints Nominating Committee & Notifies Members

1. 10/28/21 (Thurs.) Board meeting. Rank Nominating Committee candidates.
2. 10/23-11/17/21 Obtain concurrence of Nominating Committee candidates.
3. 11/18/21 (Thurs) Board meeting (early meeting). Appoint Nominating Committee.
4. 11/19/21 Notify Nominating members of their selection & give instructions.
5. 11/20-12/13/21 Notice to members of Nominating Committee Selection and invite recommendations of candidates to the Committee.

B. 12/14/21 - 1/14/22 Members Submit Board Candidate Recommendations, Notice of Amendments to Bylaws & DCCR sent, & Nominees Selected

6. 12/14/21-1/4/22 Members submit recommendations to Nominating Committee (can be done sooner if Notice per A.5 above is sent prior to Dec. 14).
7. 12/16/21 (Thurs) Board meeting (early meeting).
8. 12/18/21 Notice of Amendments to Bylaws & DCCR sent to members.
9. 1/4-1/14/22 Nominating Committee selects nominees, obtains their concurrence, and obtains their Bios.

C. 1/14-1/27/22 Nominating Committee Reports to Board & Notice Record Date

10. 1/27/22 Nominating Committee submits names of nominees and their bios to the Board (typically at January board meeting or prior by email).
11. 1/27/22 (Thurs) Board meeting. Discuss Committee's nominees and arrange for information for the Notice of Annual Meeting.
12. 1/25/22 Notice Record Date--who is entitled to Notice of Meeting (5 days prior to Notice of Meeting date—see D.12).

D. 1/28/21-2/14/22 Notice of Nominees Selected, Notice of Meeting & Vote Record Date

13. 1/28/22 Notice of Selection of Nominees by Nominating Committee.
14. 1/28/22 Notice of Annual Meeting mailed (at least 20 days prior to meeting).
15. 2/18/22 (Thurs) Board meeting (can be earlier if board decides).
16. 2/14/22 Vote Record Date--who is permitted to vote (5 days prior to meeting), so any ballots/proxies after this date may not be eligible at board's discretion.

E. 2/15-3/31/21 Annual Meeting

17. 2/19/22 (Sat.) Annual Meeting (9 am to 12 noon).

NOTE: Bylaws say Annual Meeting shall be held not earlier than Feb. 16 and not later than March 31 and that Notice of Meeting shall be sent at least 20 days prior to the Annual Meeting but not more than 60 days.

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⊗ See page 7 of 7

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Roads = 30' Wide
360

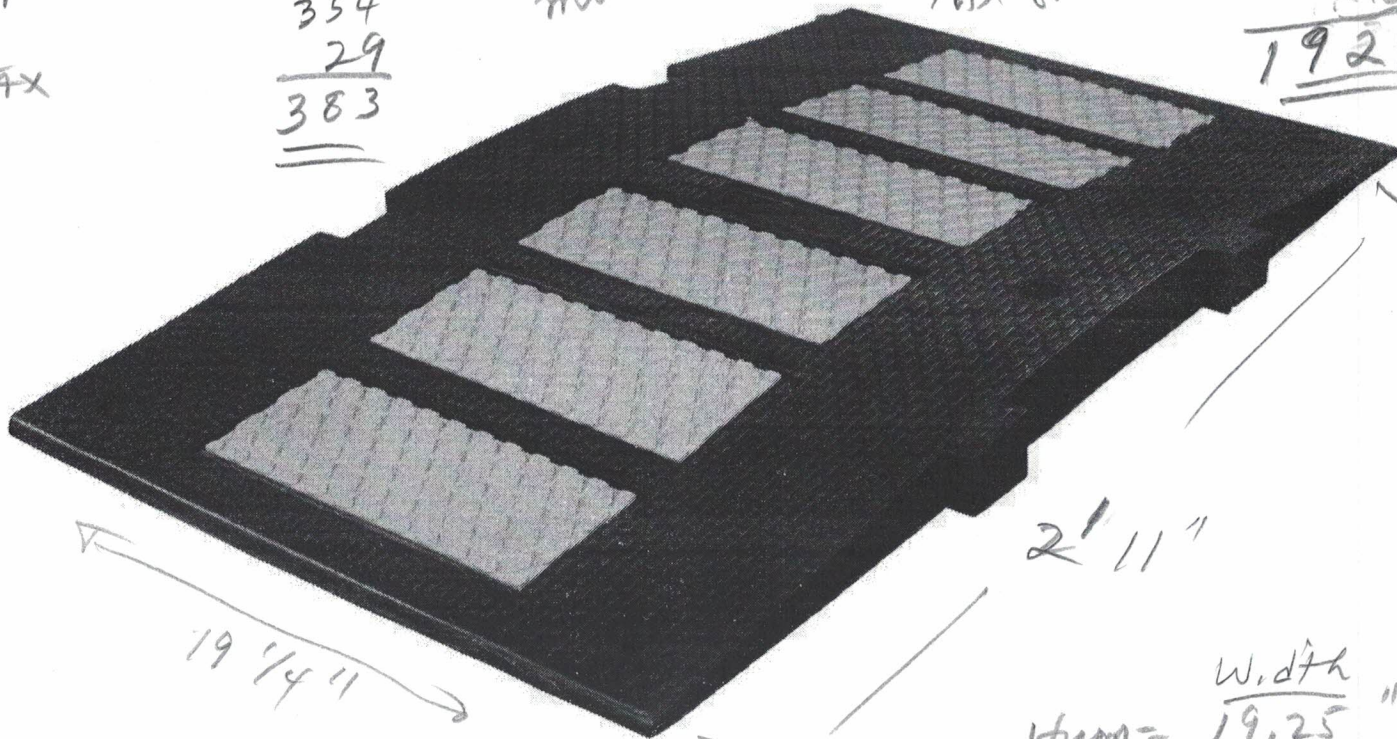
Each Hump/Caps/Spikes

Hump	#110
Caps (2 x #80)	160
Spikes (12 x #7)	84
	<u>354</u>
TAX	29
	<u>383</u>

might need more

Humps	5	#110	\$ 550
End Caps	10	80	800
			<u>1350</u>
Spikes	60	337	430
		(12 each hump)	
		TAX 8.25%	
			<u>1780</u>
			147
			<u>1927</u>

⊗ Each Section (5)



Width
 1 hump = 19.25"
 End caps = 9.75"
 9.75 x 2 = 19.50"
38.75"

~~ITEM B~~

1087

1 Review

Item #: DH-SP-22M

\$109.99

Availability: Ships today!

Quantity:

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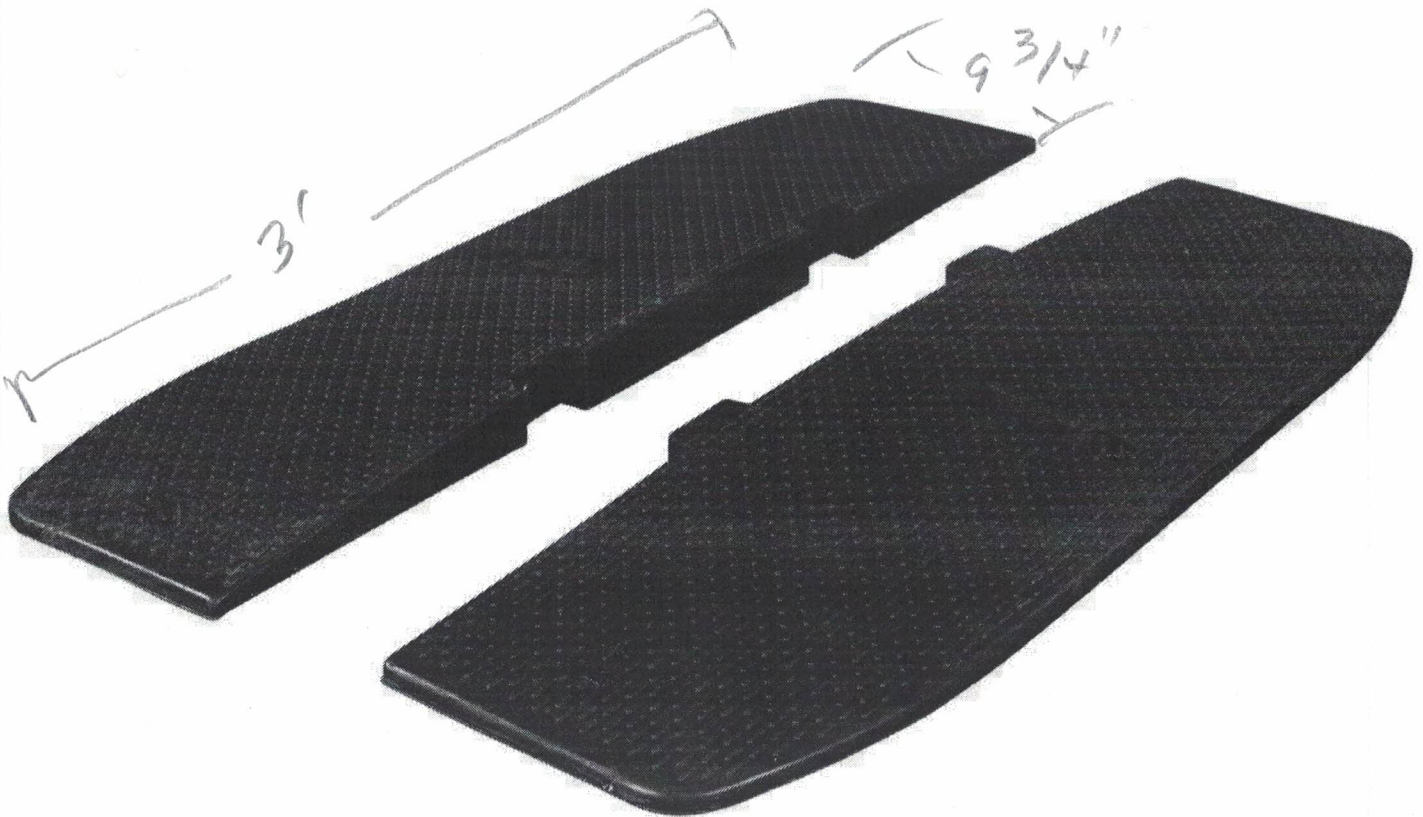
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- ✔ Heavy duty weather resistant rubber construction won't chip, crack or break
- ✔ Textured surface aids in traction
- ✔ 1/2" diameter mounting holes with 1-1/8" for permanent installation on asphalt or concrete — *How many*
- ✔ Designed for high traffic use
- ✔ One year manufacturer's warranty

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- Lawn Mower Ramps
- Parking Stops & Blocks
- Curb Ramps

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14" x 1/2" D



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5 of 7

Item #: GNR914G

\$6.99

Availability: In Stock

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Quantity:


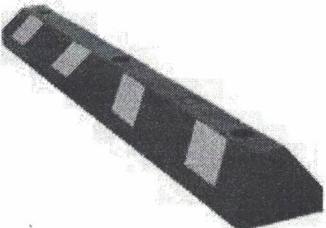
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6037

Road width
 $30' = 360''$

Road Side



- ① Hump + End Caps = 38.75" each
- X - 15" space for emergency vehicles, 15" at sides, 12" between each hump.

782

Road Side



Jimmy Junkin <jjunkin100@gmail.com>

Street signs

1 message

David Thackrey <dthackrey@gvtc.com>

Tue, Sep 28, 2021 at 1:23 PM

To: Pat Hopkins <pdhopkins18@gmail.com>, Jo Ann Brown <joann.highlandsranch@gmail.com>, Mary Teders <mkteders@gmail.com>, Jimmy Junkin <jjunkin100@gmail.com>, David Cerminaro <cerminaro@icloud.com>, Joe Zimmerman <jz0507@gmail.com>

Here is an example of a basic decorative street sign (Americana Series) from Signature Streetscapes out of Michigan which looks pretty nice. The uninstalled price is \$608. Add another \$104 for the actual street signs for a total uninstalled cost of \$711 plus tax and shipping. There are other more expensive options, this was the least expensive of the prefab signs. A couple of our streets would need some additional signs added to the poles. They don't require a concrete base but it is recommended. So for 8 signs, including the very front, that would be probably about \$7,000 with tax and shipping. We would still need to install. I have not yet talked to Comet or Flasher yet. I'll keep you posted.

Sent from my iPad



IMG_0288.PNG
650K



1:00 PM Tue Sep 28 signaturestreetscapes.com 83%

Starting at:

\$607.60

3" x 14'-0" POLE:
3" DIAMETER FLUTED POLE
WALL THICKNESS: .125
EXTRUDED ALUMINUM - ALLOY 6063

FINIAL: FN-0103
ADORN FINIAL FOR 3" OD POLE
HEIGHT: 6.50"
WIDTH: 4.25"
CAST ALUMINUM - ALLOY 356

BASE: BS-03F
SOLID MINI-AMERICANA (1 pc.)
HEIGHT: 11.50"
WIDTH: 10.50"
CAST ALUMINUM - ALLOY 356

R1-1-24
24" STOP SIGN
HIGH INTENSITY REFLECTIVE
STANDARD HOLE PUNCH
THICKNESS: .080 ALUMINUM

SIGN FRAME
24" STOP SIGN: SF-8902
STANDARD HOLE PUNCH
2" WIDE EXTRUDED
ALUMINUM ALLOY 6063

SIGN TRIM: CT-6A (x2)
CLASSIC SIGN TRIM
SIGN SIZE: 36" x 6"
FITS SIGN THICKNESS: .080
EXTRUDED ALUMINUM FRAME - ALLOY 6063
CAST ALUMINUM BRACKET - ALLOY 356

POWDER COAT COLOR
TIGER DRYLAC, BENGAL GLOSS BLACK



Diagram showing a street sign assembly with a 'Main St' sign and a 'STOP' sign. The sign is mounted on a pole with a finial and base. The sign is 24 inches high and 14 inches wide. The pole is 3 inches in diameter and 14 feet long. The sign is mounted on a 24-inch sign frame with a 2-inch wide extruded aluminum frame. The sign trim is 36 inches by 6 inches. The sign is made of high intensity reflective standard hole punch thickness .080 aluminum. The sign frame is made of 24-inch stop sign SF-8902 standard hole punch 2-inch wide extruded aluminum alloy 6063. The sign trim is classic sign trim sign size 36 inches by 6 inches fits sign thickness .080 extruded aluminum frame alloy 6063 cast aluminum bracket alloy 356. The sign trim has a scroll option none. The sign trim has a price dried not included sign 14-66 - 36" x 6" Reflective Street Name Sign - \$87.00. The sign trim is made of powder coat color tiger drylac bengal gloss black. The sign trim is made of powder coat color tiger drylac bengal gloss black. The sign trim is made of powder coat color tiger drylac bengal gloss black.

Labels in diagram: Main St, STOP, concrete footer (optional), 24" post burial depth recommended, graphic level.

Item ID: ASSEMBLY-AM2
Drawing: AM2