

## Highlands Ranch HOA

### Board Minutes for organizational and regular Meeting 3-24-2022

**Meeting called to order by JoAnn Browne March 24, 2022 at 6:10 pm at Mi Casa Tamale.**

**Roll Call:** Board present: JoAnn Browne, Mary Teders, David Cerminaro, David Thackery, Max Martin, Adam Pope. Board Absent: None. Guests: Jimmy Junkin, Pat Hopkins

**Appointment of officers and committee chairs.** Jo Ann stated that the Board needed to appoint officers and committee chairs. Max then motioned to appoint the following, including allowing the committee chairs to select their committee members:

- A. Board officers:
  - JoAnn Browne--President
  - Mary Teders--Secretary
  - Adam Pope--Treasurer
  - Max Martin--Assistant Secretary
- B. Non-Board officers:
  - Jimmy Junkin--Assistant Treasurer and Assistant Secretary
  - Aaron DeWispelare--Assistant Treasurer
- C. Committee Chairs:
  - David Cerminaro--Social
  - Pat Hopkins--ACC, Welcoming, and Gates
  - Jimmy Junkin--Finance and Oak Wilt
  - David Thackery--Roads and Safety
  - Elizabeth Rogers--Beautification
  - Martha Grant--Communications

Jo Ann called for a second, which was made by David Thackrey. Some discussion was had and then a vote was called for. All vote Yes.

#### **Approve prior minutes of Regular and Executive Board Sessions for Jan. 27, 2022:**

Motion to approve: David Thackery; 2nd: Max Martin; Vote: All For.

**Recognize any member guests for Executive Session for confidential matters.** None present.

#### **Committee reports:**

**a. ACC, Gates, and Welcoming—Pat Hopkins**

(1) ACC approvals:

- a. 2-4-22: David Cerminaro, 26970 Ranchland View. Landscaping berms on front of the lot.
  - b. 2-19-22: Tony and Verina Martin, 9410 Highlands Cove. Swimming pool, spa, patio with fireplace, and pool fence. ACC granted variance for 9'5" invasion of the 75" rear building setback for southwest corner of pool.
  - c. 3-24-22: Frank Woodruff, 27631 Ranch Lane. 1062 foot interior fence
- (2) Gate issues:
- a. Discussed the new type of aluminum gate arm that was sent to board on 3-15-22 by email by Pat as an example. New gate system arm will break away to the side but remain unbroken and reusable. The hub may need to be replaced every 3-5 years depending on damage due to the break away arms. Cost for one arm and the new hub is \$1678, but Pat asks for two more arms in case they are needed, at a cost of \$1200. Max motioned to approve up to \$3,000. Seconded by David Cerminaro and all voted Yes.
  - b. Pat has asked Tom Newton to send a letter to Mattress Firm for the damage to the gate in Sept. 2021 costing \$7245 to repair.
  - c. Discussed banning 1800JUNK from the neighborhood for breaking the gate arm (5/2018). Pat confirmed that they paid for the damage to the gate and it's not necessary to ban them.
  - d. Pat is cleaning out the well house and asked permission to throw away old Halloween and Christmas decorations. Board was in agreement.
  - e. Discussed placing a plaque at the gate controller stating that if it is beeping press "call" to hang up and start new call.
- (3) New members welcoming kits delivered: None

**b. Roads and Safety—David Thackrey**

- (1) Discussed status of 4 of the 8 speeding indicator signs included in 2022 budget: The signs were scheduled to be delivered on March 22. We need to decide where to put them and how/who to install. Discussed installing several post sites so signs can be moved to canvas the neighborhood. Suggested some possible straightaways in the neighborhood such as: in front of the Hopkins' house, in front of the Gutierrez house, long stretch on south Ranch Creek, on north end of Ranch Creek, downhill Ranchland View, Highlands Cove outbound after the split, loop eastside of Highlands Cove. But, to be decided.
- (2) Discussed status of ordering new street stop signs included in 2022 budget: No changes from last meeting. Still need to order and install. Discussed types of signs such as with house number range with or without. David is still waiting on bids.

**c. Finance and Oak Wilt—Jimmy Junkin**

- (1) **Prior Month's Financial Reports.** Board members provided a copy, including email from Jimmy to DAMC with questions. At 2-28-22, there were 5 accounts past due more than

30 days totaling \$1900, for which the first collection has been mailed. DAMC reported two open DCCR violations.

- (2) **Oak Wilt.** Jimmy sent members a reminder on 3-8-22 that the Forest Service recommends no trimming from February thru June. He also suggests that the board reconsider the previous discussions about whether the HOA should fund some of the future treatments for oak wilt, regardless of where located. 2022 budget includes \$4500. 2021 budget had \$6750, but spent only \$3248. Consider surveying members on this. Board decided to review perimeter issues on a case-by case-basis, which is the practice adopted in 2017.

**d. Beautification—Lil Rogers (report via email to Jimmy).**

The front area has recently been fertilized and Lil still has plans to replace the dead sod that was installed late last year.

**e. Social—Jo Ann.**

Discussed the possibility of a Spring social at someplace like Mi Casa, as well as reviving the book club and the wine club or a wine tour. Canasta card club is active.

- f. Newsletter—Martha Grant.** JoAnn brought up discussing having Martha include some gate etiquette and oak wilt protocols in the next newsletter. She asked for input for the April newsletter be given to Martha.

**6. Annual Meeting follow up—Jo Ann.**

- a. Open items from the annual meeting. Jo Ann stated that there were none.
- b. Jimmy asked that the Board adopt the policy to implement 2021 changes in law affecting the DCCR that was sent to the board prior to the meeting.

Motion: Max Martin; 2nd: David Thackrey; Vote: All For

**7. Ratification of “routine” actions taken by board between formal meetings (e.g., via email/Zoom).**

None


- 8. Other Business.** Pat stated that the bulk trash pickup is April 9th. He will send an email to the neighborhood. Also discussed drone sightings around the neighborhood. A drone was recently noted around a resident’s house at 7:30 pm flying along the roofline. David Cerminaro shared a video regarding rights of homeowners against drones, which says among other things that law does not permit a person to shoot down a drone flying over their property. The best approach is to determine whose it is, if possible, and talk to that party.


9. If an Executive Session is necessary, recess regular meeting and go into executive meeting, if necessary, per Section 209.0051(d) of the TX Property Code, to discuss confidential items. None

**Next meeting:** April 28, 2022 at 6 pm at Mi Casa Tamale.

**Adjourn meeting:** Jo Ann adjourned the meeting at 8:26pm.

Respectively submitted,

  
Jo Ann Browne, President

  
Mary Teders, Secretary