

Highlands Ranch HOA

Board Minutes for regular Meeting 10-27-2022

Meeting called to order by JoAnn Browne at 6:08 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

Approve prior minutes of Regular and Executive Board Sessions for: 9-22-2022

Motion: Max Martin; 2nd: Adam Pope; Vote: All For.

Committee reports:

a. ACC, Gates, and Welcoming—Pat Hopkins

(1) ACC approvals and/or lack thereof:

- 10-6-2022. Brandon Rickett, 27318 Ranch Creek. Wrought iron fence.
- 10-4-2022. Thomas Martin, 9410 Highlands Cove. Dual entry concrete driveway.
- Pending more information. Randy Perez, 27337 Ranch Creek. Stand-alone storage building/workshop. (Note: construction began prior to approval.)
- 10-6-2022. Charles Chacon, 27315 Ranchland View. Detached storage building.
- 8-23-2022. Brad Burdin, 27515 Ranch Bluff. Renew 4-H Pig Project that was originally approved in 2020.

(2) Gate issues:

a. Status of damage recoveries.

- For the Mattress Firm truck that caused \$7245 of damage on 9-19-21, Tom Newton mailed a demand letter on 4-11-22, for which receipt was acknowledged by the recipient. He called and the person was out, so he left a message. On 7-20-22, Eva received a letter from Tom stating that he received a letter from the third-party administrator (Gallagher Bassett) of Mattress Firm stating that the claim had been sent to Najera Deliver Services (the delivery service for Mattress Firm). No reply from Najera. Eva has been asked to file a claim with the HOA's 2021 insurer, rather than continuing to pay Tom, for which we are not likely to recover. We told Eva to send Mattress Firm and Najera letters stating that they are not allowed back in HR until this claim is paid. Eva confirmed that HR HOA insurance has not been filed. Jimmy will follow up with Eva and ask again that the insurance claim be filed and the letter sent to Mattress Firm.
- For the Welman Installations (Lowes delivery) truck that caused \$1399 of damage on 2-24-22, Eva Hecox has left a message in April for Jimmy

Perez, owner, and again in May. No reply. We asked her to send them a letter stating that they were not allowed back in HR until this is paid, but has not been done. Jimmy will ask her again to send the letter.

- For the Boerne ISD bus that caused damage of \$556 on 3-10-22, a Mr. Ramirez, transportation dept., told Eva in early April that the payment is being processed. Eva sent an email in May asking for the status. He called her in August about another matter and she reminded him of this claim and he is working on getting it paid. JoAnn will call Boerne ISD transportation and ask for payment. Eva to also send the BISSD a letter to not allow them in HR until paid.

b. **Other.** Pat will have a new decal for the gate keypad made. Decal will instruct visitors and residents how to use the gate keypad.

- (3) **New members welcoming kits delivered:** None. However, John Rayfield has purchased 27622 Ranch Creek. The Tuckers at 27716 Ranch Creek have moved but are keeping the property. Their neighbors, Eddie Cruz, thought the Tuckers mentioned renting out the house. Jo Ann to follow up with the Tuckers (or have Eva do it) to ensure any rentals follow DCCR guidelines.

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

- (1) **Emergency exit road.** Jo Ann, Pat and David T. have been involved in discussions with the owner of Lot 22 in Country Bend to allow HOA residents during an emergency to exit via the Country Bend Water Company's access road, that includes a strip of that owner's Lot 22 and Highlands Ranch lot 146, both of which the water company has been granted an easement to access the water well located in Highlands Ranch. Jim and Neva Ducharme have represented that their Ducharme Living Trust is the owner of Lot 22 and that they are the owners of the portion of the access road (.2101 acre) that is on Lot 22 (Note: They previously owned all of Lot 22, but transferred the residence portion to the Jim M. Ducharme and Neva I. Ducharme, Trustees of the Ducharme Living Trust dated 10-23-2019). They have verbally agreed to allow HR residents to exit in an emergency if HR installs a gate between Lot 22 and HR Lot 146 with a combination lock that could be opened only by certain authorized individuals, including the Ducharmes and the water company. HR should also ask the water company to improve the portion of the road on HR Lot 146, as the Easement Agreement states that they will maintain the access road. This would include paying all or part of the cost for the gate/lock and improvements to the dirt road on the HR easement strip. If they do not agree, HR will pay for some improvements. Jo Ann stated that Tom Newton has been asked to help identify who owns the .2101 acre on Lot 22. David T. discussed placing a sign that says the gate is for emergency access only to HR HOA and to notify all HR homeowners as such once everything is finalized. David T. stated that he would

obtain an estimate of the cost to make the dirt access road more drivable and present to the Board later. It was suggested that the board approve proceeding with trying to finalize an agreement with all parties concerned, once we know who all of these are.

Motion: David Thackery; Second: Max Martin; Vote- all for.

- (2) **Speed signs.** Discussed adding cameras in the future in order to control speeding and possibly level fines for speeding. Per Tom Newton, we must have a board policy setting forth what violations are to be fined and what fines will be. He also reported that we cannot turn off gate openers for speeding. Discussed asking how the Dominion handles speeders. Discussed fines as follows: \$50 fine for each violation added to the violator's account balance; then, if not paid after a certain amount adds up, file a lien. Also, Adam discussed a repeat speeder, young man driving a gray Tesla going over 50 mph, and gave the person's address. JoAnn immediately texted a message to the owner of the suspected property and received a reply that it was a son of the owner and that this would be dealt with immediately.
- (3) **Cracks in Asphalt Roads.** David T. discussed filling the cracks in the roads and getting bids to get this done. Thanks to Jimmy, Pat, David T., and Adam for spraying to kill the weeds in the cracks in the roads.

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 9-30-22, there were no accounts past due more than 30 days. DAMC reported 4 DCCR violations relating to trash cans on the street and 1 for trailers visible from the street. Operating net income YTD is \$17,204 compared to YTD budget of \$2,814. This overage is mostly due to landscape maintenance that will be incurred later (YTD is \$7,400 under budget). Reserve net income is \$17,359 compared to YTD budget of \$17,882, about \$5k less than budget. Thus, it is possible that it will be less than budget by year end, but depending on whether any money is spent on the dirt access road discussed above.
- (2) **Oak Wilt.** One member has resigned from the committee, giving no reason. Jimmy sent an email to all others for the lots assigned to the former member, asking for a volunteer. No one has replied. This will also be included in the newsletter that Martha will send to members.

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

New sod is still to be installed to replace the areas that are dead. Lil had hoped to get this done in October, but says it will now be done next Spring. She has had a few dead plants replaced. Two trees at the right side of the entry that were struggling

have recovered. She also had Moore Irrigation check to see that the system was operating properly so that all areas were getting enough water. Max Martin proposed that residents who do not comply with cutting their weeds after receiving notice will have the weeds cut for them by the HOA.

e. Social— David Cerminaro.

The only two events planned are the Halloween hayride, which will be held on Halloween, and a Christmas party, which is still in planning stages. Several options were discussed for the Christmas party. It was decided to hold it on December 11 from 4pm -7pm at Mi Casa Tamale (the least cost at \$10.99 each meal plus tax and gratuity). The board will pre-sale tickets at \$10 per person for the tamale dinner to help offset the cost to the HOA. There will be no open bar; only a cash bar. Residents can bring food so long as Mi Casa Tamale does not serve that type of food. The HOA will provide ham and turkey meat in addition to the tamale dinner. The HOA will also contribute \$3.00 per person to order chips and salsa and other sides. Residents will be encouraged to bring desserts and sides not provided by Mi Casa. The board discussed offering door prizes to encourage attendance.

f. Newsletter—Martha Grant. Reported that the newsletter will be sent on about November 1.

5. Ratification of “routine” actions taken by board between formal meetings (e.g., via email/Zoom/in person). None.

6. Annual Meeting follow up—Jo Ann.

- a. **Critical Dates Document.** This document was revised from the prior month based on the decision to hold the annual meeting on 2-25-23. A copy was provided to each board member for discussion.
- b. **Meeting Place.** Jo Ann has temporarily booked February 25th at Fair Oaks Country Club. They have increased charges to \$2500 for the room. The board discussed having the meeting at Mi Casa Tamale for \$300.00. It was agreed that the meeting would be held there beginning at 9 am. As Mi Casa does not open until 12 noon, the HOA will provide any drinks and other items. Also, need to let Eva know about the date.

7. **Gate Remotes.** JoAnn to send a second email with the form for residents to register their gate clickers. A deadline was set for December 5th for residents to report the code numbers of the remotes that they have acquired. If not done by then, unreported remotes might be turned off.

8. **Garbage Pick-Up.** Last month, the discussion was about Tiger changing its pick up for recycle time to only once every two weeks and a proposal for Republic That would continue weekly pick-up. Republic’s proposed contract states that it is based on providing service to

ALL residents, which the HOA cannot commit to (i.e., cannot require members to use any one or the other service; can only offer to ask members to use them). Jo Ann sent a follow up email to Republic asking if their contract could be changed to not require any certain number of HR residents using Republic. JoAnn has left messages and has not had a response from Republic as yet.

Next meeting: November 17, 2022 at 6 pm at Mi Casa Tamale

Adjourn meeting: Jo Ann Adjourned at 8:04pm.

Respectfully submitted,



Jo Ann Browne, President



Mary Teders, Secretary