

Highlands Ranch HOA

Board Minutes for regular Meeting 1-19-2023

Meeting called to order by Jo Ann Browne, 1-19-2023 at 6:02 pm at Mi Casa Tamale.

Roll Call: Board present: JoAnn Browne, Mary Teders, David Cerminaro, David Thackrey, Adam Pope.
Board Absent: Max Martin. Guests: Jimmy Junkin, Pat Hopkins, Tommy Springfield, John and Gina Jimenez, Aaron DeWispelare.

Approve prior minutes of Regular and Executive Board Sessions for: 11-17-2022

Motion: David Cerminaro 2nd: Adam Pope; Vote: All For.

Recognize any member guests

- a. **For Regular Session for non-confidential matters (excuse after discussion unless they want to remain).** Tommy Springfield was present to help present ideas for building a clubhouse for the Highlands Ranch Community. John and Gina Jimenez were in attendance to ask questions regarding their ACC request for improvements at their residence of 27303 Ranch Creek. JoAnn explained to the Jimenez's that the board does not have any say in the ACC approvals and that it is up to the ACC committee to approve projects presented. Pat Hopkins spoke with them about presenting their project.
- b. **Clubhouse:** Tommy, JoAnn and David Cerminaro presented the idea of building a clubhouse for Highlands Ranch. This would provide a meeting place for HOA meetings and other social functions that currently have to meet outside of the neighborhood such as the book club and Canasta groups. The suggested site is to the South East of the pump house as you face the pump house. The house would be at the street level and not in the floodplain. This property has water and electricity available. The proposed building would be about 1200 square feet with a great room, restroom and appliances and capacity around 100, similar to the meeting room at Mi Casa Tamale. Tommy suggested an estimated budget of \$250,000, but that this would have to be more closely determined. It was discussed that this should be presented to the residents for approval as it is over \$50,000. Also, the board will need another bid other than Tommy Springfield's since that is required per the Bylaws. The suggestion was also made that the money to fund the project could come from the HOA Reserve Fund. David Cerminaro and Tommy Springfield were asked to get the plat to show where the house will be on the property and bring a more formalized plan and cost to the board.

Committee reports:

- a. **ACC, Gates, and Welcoming—Pat Hopkins**
 - (1) **ACC approvals and/or lack thereof:**
 - Carter, 9038 Highlands Cove, 11-22-22. Entry gate and front fence.

- Jimenez, 27303 Ranch Creek, 1-6-23. Detached garage. Not approved as of 1-16-23. Informed him that he must request a variance for aluminum siding he has proposed. Reminded him of the specific requirements set forth in the DCCR. Pat will work with them to finalize their request.
- Perez, 27337 Ranch Creek. Detached shed not approved yet. He has never resubmitted a corrected application per request of ACC. Original was submitted on 11-24-22, after he was informed he had to get approval. Shed was already walled in with the roof. ACC has sent him suggestions twice on how to correct his request, but no corrected application sent yet. Appears he has stopped working on it. Pat plans to visit them and talk to them about correcting the situation.

(2) Gate issues:

a. Status of damage recoveries.

- Mattress Firm truck that caused \$7245 of damage on 9-19-21: Tom Newton and Eva Hecox have been unable to get them to reimburse the HOA. Thus, at the Board's request, Eva has filed an insurance claim with the HOA's 2021 insurance provider. As requested, she sent Mattress Firm a letter stating that they are not allowed back in HR unless this claim is paid by November 30. Insurance agent told Eva on 1-16-23 that the claim was paid on 11-22-22. But Eva has not received it, so she will follow-up.
- Welman Installations (Lowes delivery) truck that caused \$1399 of damage on 2-24-22: Eva Hecox has been unable to get a reply. She filed an insurance claim and received \$399 (net of \$1k deductible). As requested by the Board, she sent them a letter stating that they were not allowed back in HR unless this is paid by November 30.
- Boerne ISD bus that caused damage of \$556 on 3-10-22: They have been slow to pay, but have promised. Thus, as requested by the Board, she has sent them a letter stating that they will not be allowed in HR unless paid by November 30. Eva is contacting them again as of 1-16-23. Mr. Ramirez at BISD transportation told JoAnn that he was told it had been paid.

(3) New members welcoming kits delivered. None.

b. Roads and Safety—David Thackrey

(1) Emergency exit road

- (a)** As an update to the report for the prior month, Jo Ann has talked to Matthew Hernandez at Texas Water Utilities (or Southwest Water Company), Field Office Supervisor, to tell him what we were doing to improve the road. David has reported the work is essentially completed at a cost of about \$13,000 in accordance with the plan approved at the last Board meeting. Some signage is needed.

(b) Jo Ann is working with Tom Newton to determine who owns the .2101 acre portion of Country Bend Lot 22 for which an easement was granted to Country Springs, LTD on 9-3-97. Based on our research, it appears that Boerne Stage Road JV, a Denton entity, still owns it. Newton is in discussions with Denton's attorney to get title deeded to HR HOA.

(2) Policy on Vehicle Use of Streets.

(a) Draft policy previously provided to the Board (was reviewed by Newton). Discussed any additional changes, but consensus was to move forward with no changes. The board reviewed the latest data collected from the new speed signs. (Note: Will need to discuss in general terms at the Annual Meeting. Will send a copy to members once it is recorded in Bexar County records.) The board will present this discussion to the residents at the annual meeting. David Cerminaro made a motion to accept the new policy of vehicle use of streets. David Thackrey 2nd motion; Vote - all for.

c. Finance and Oak Wilt—Jimmy Junkin

(1) Prior Month's Financial Reports.

- (a) Board members provided a copy, including email to DAMC with questions. At 12-31-22, there were 2 accounts past due more than 60 days for which DAMC has sent 209 Collection Letters. DAMC reported 14 DCCR violations, of which all but 2 were trash cans (only one day after pick-up). The other 2 were for a boat and a trailer.
- (b) 2023 Budget. Proposed final budget that was provided to the Board. No additional changes were proposed. Motion to approve: David Cerminaro; Second: David Thackrey; Vote: all for.

(2) Oak Wilt. Jim Chapman has joined the committee to cover a number of lots on Ranch Cove. New list sent to all members.

d. Beautification—Lil Rogers (report via email to Jimmy). No report from Lil.

e. Social— David Cerminaro. Discussed the increase in the budget for the social committee. Proposed discussion with the residents about the proposed clubhouse. Nothing else on the Social committee until Halloween.

f. Newsletter—Martha Grant. No report.

Annual Meeting follow up—Jo Ann.

- 1. Critical Dates Document.** Copy previously provided to the Board. Preliminary Notice of Annual Meeting was sent on Jan. 3. Official Notice and all documents will be sent on about 1-25-23 by email and by regular mail (at least 20 days before meeting.) Also, to be posted on the HOA website. Still trying to get more members to set up their portal at DAMC so they can vote online. Otherwise, they must cast a paper ballot. Proxies will have to be sent via hard copy.

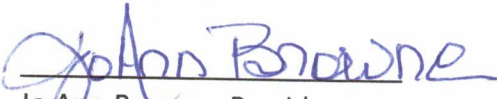
2. Annual Meeting will take place February 25 at 10 am at the Fair Oaks Country Club. Check in is at 9:15 am. Meeting begins at 10 am. There will be tacos, coffee, etc. served.
3. The written report from the Nominating Committee was provided to the Board was presented by Jo Ann. It stated that the committee selected Mary Teders and Philip Miller as its nominees to present to the members. David Cerminaro and Tommy Springfield will also be listed on the ballot. Candidates will be listed in alphabetical order.


Garbage Pick-Up. Discussed the proposals received from Tiger and Republic. Prices are essentially the same, but Republic will provide once a week garbage and recycle pick-up while Tiger will provide recycle only once each two weeks. Some suggested changes to the contract of the selected vendor will need to be discussed with them. The Tiger contract's end of term is April 1, 2023. They require 60 days' notice. The board will need to give notice by the end of February to change to Republic. Both vendors want exclusivity with the HOA of Highlands Ranch. This is essentially the HOA board as the customer and does not mean that any resident is required to use Republic. Jo Ann will send email to all residents asking them their opinion of the two options. Based on these results, motion to approve Republic made by David Cerminaro; Second: Mary Teders; Vote: all for.

Next meeting: March 23, 2023 at 6 pm at Mi Casa Tamale.

Adjourn meeting: 8:07 pm

Respectfully submitted,


Jo Ann Browne, President


Mary Teders, Secretary