

Highlands Ranch HOA

Board Minutes for Regular Meeting, 3-23-2023

Meeting called to order by Jo Ann Browne, 3-23-2023 at 6:05 pm at Mi Casa Tamale.

Roll Call. Board present: JoAnn Browne, Mary Teders, Philip Miller, David Thackrey, Adam Pope, Max Martin. Board Absent: None. Guests: Jimmy Junkin, Pat Hopkins, Hank Pruitt.

Appointment of officers and committee chairs. Jo Ann called for a motion on appointment of officers and committee chairs. Max made a motion for the following: President: JoAnn Brown, Secretary: Philip Miller, Treasurer: Adam Pope; Assistant Secretaries: Jimmy Junkin and Max Martin; Assistant Treasurers: Jimmy Junkin, Aaron DeWispelare and Philip Miller. Committee chairs: ACC: Pat Hopkins; Welcoming: Pat Hopkins; Gates: Pat Hopkins; Finance: Adam Pope; Oak Wilt: Jimmy Junkin; Roads & Safety: David Thackrey; Beautification: Lil Rogers; Social: Mary Teders (members: Cynthia Schafer, Laura Rodriguez); Website co-chairs: Jimmy Junkin, Pat Hopkins and Phillip Miller; Gardening: Laura Rodriguez. Max also made a motion to grant authority to each officer to carry out the duties of that are typically performed by persons holding such positions; for example, the Treasurer and Assistant Treasurers are authorized, among other things, to open, maintain, and close accounts with financial institutions and enter into transactions related thereto.

David Thackrey seconded the above motions; Vote: All for.

Review Governing Documents. Jo Ann asked that all directors thoroughly review the Bylaws, DCCR and all board-adopted policies. All of these are found on the website. Someone asked if the Bylaws must have a vote of members to amend them for changes in state law. Jimmy mentioned that the amendment voted on at the 2-19-22 annual meeting now allows per Section 12.01 for the board to make such amendments without a vote of the members but requires that such amendments must first be presented to the members for any comments from the members. He stated that a similar amendment to the DCCR was not approved at the 2-19-22 annual meeting.

Approve prior minutes of Regular for: 1-19- 2033. Motion: Max Martin; 2nd: Adam Pope; Vote: All For.

Approve DRAFT minutes for 2023 annual meeting. Motion to approve: Max Martin; 2nd: David Thackrey; Vote: all for.

Recognize any member guests.

- a. **For Regular Session for non-confidential matters (excuse after discussion unless they want to remain).**

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(1) Hank Pruitt attended to present the idea of adding an unmanned guard house at the Highland Ranch entrance. He presented research that shows this acts as a deterrent to potential criminal activity. Residents would be able to hire a guard as needed for big events. David was asked to get Bubba Myers to work up an estimate for the guard house.

(2) Tommy Springfield and David Ceramiano were not present to present further information for the proposed clubhouse. Pat Hopkins presented the projections for flooding in this and findings indicate it is probably not feasible to build a clubhouse in the location. Discussed notifying Tommy and David that there is no further need for research for the clubhouse.

Committee reports:

a. ACC, Gates, and Welcoming—Pat Hopkins

(1) ACC approvals and/or lack thereof.

- Tom Martin's new home under construction at 9410 Highlands Cove. Their electrical panel has been placed next to the street and is unsightly. They have also deforested a path into the 25 foot perimeter that is to be kept natural per DCCR. Jo Ann or Pat will ask if the panel can be moved and whether it was approved by Denton and/or who exactly made the decision to place it there. If it can't be moved, then request they build a stucco wall around it. Request Eva send a letter to Mr. Martin asking for information who approved it.
- John Rayfield's new cabana small home at 27622 Ranch Creek. The HOA ACC approved this.
- Brad Burdin at 27515 Ranch Bluff. Approved for the 6th time for an animal to be kept as part of the child's 4H project.

(2) Gate issues. none

(3) New members welcoming kits delivered. None.

b. Roads and Safety—David Thackrey.

(1) Road Cost projections. Three projections were presented: (1) A complete replacement of roads, (2) only an overlay of asphalt on top of existing asphalt and (3) something in between the first two (some complete replacement and some overlay). Each is based on bids provided by V.K. Knowlton (VKK) on 1-30-23. For #1, the cost is greatly more than #2, dues would need to be increased much more each year than for #2, and the construction would need to be pushed out to at least 2029 for units 1-4 and 2042 for units 5-6 (versus years 2025 and 2038, respectively, that were used in prior year projections based on an estimate from VKK dated 5-6-20). For #2, construction would need to be in about 2025 for units 1-4 and 2038 for units 5-6. For #3, construction would need to be pushed out to about 2027 for units 1-4 and 2040 for units 5-6. Per

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advice of engineer Steve Brown, we should hire a Geotechnical Engineer to assess our road needs to help decide which approach above is appropriate. He believes we might end up deciding to do something similar to #3 above. If so, dues would all need to be increased more each year than we have been projecting in the past. David is getting an updated estimate from VKK and is contacting several Geotechnical Engineers to discuss their help.

- (2) **Crack Filling.** Depending on the discussion above, the board will need to consider whether to do some crack filling in 2023 based on bids from VKK and Alamo Asphalt.
- (3) **Policy on Vehicle Use of Streets.** Jo Ann stated that based on discussion and member input at the Annual Meeting, the board should reconsider the policy adopted on 1-19-23. Also, she will send an email to all members asking for more input. The email should set forth what the Board is discussing for the policy provisions, fines and enforcement.

c. Finance—Adam Pope:

- (1) **Prior Month's Financial Reports.** Board members provided a copy, including email from Adam/Jimmy to DAMC with comments.

d. Oak Wilt—Jimmy Junkin. No new reports of the existence of oak wilt. Still just 3 lots. Jimmy sent an email on 2-12-23 to members reminding them that, per the A&M Forest Service, all wounds (including pruning) should be avoided from February thru June, as this is the time that the oak wilt beetle is more likely to spread the fungus. Thus, in light of the limbs broken by ice in early February, members need to be careful. This was also discussed at the Annual Meeting. Some members ask that the Board provide them with a list of possible tree trimmers. Some are already on our website, but this has now been updated. David Martinez needs to clean up limb down on his property. Eva to send a letter.

e. Beautification—Lil Rogers (report via email to Jimmy). Pat stated that he and Lil would contact Panache and have them remove the remaining broken limbs.

f. Social—Mary Teders. Discussed Spring function at Mi Casa Tamale. Mary Teders to call Laura Rodriguez and Cynthia Schafer to help organize.

g. Newsletter—Martha Grant. No report.

Annual Meeting follow up—Jo Ann. None other than discussed above.

Title to certain properties. Jo Ann and Jimmy have been working with Tom Newton for some time for the HOA to gain title to the following properties.

- a. Country Bend Lot 22 water company access road consisting of .2101 acres. The title is still in the name of an old Denton entity (Boerne Stage Road Joint Venture), which granted an easement to Country Springs, LTD for use to service the Country Bend water well located at the south end of Ranch Creek in HR. Denton has preliminarily agreed to grant HR HOA title to it. He is still waiting for Denton's attorney to make this happen. This road connects to a

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road in HR between Lots 75 and 76 owned by HR on which an easement was granted to Country Springs, LTD for access to the water well. This is the location where the HOA recently improved the road in HR to be an emergency exit for HR.

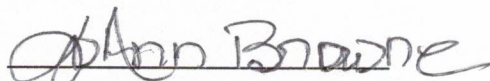
- b. HR Lot 51 (greenbelt) between Unit 4 Lot 50 and Unit 5 Lot 83 where Unit 4 ends. The owner was a Denton entity (Boerne Highlands Ranch Unit 4 LTD), which has been dissolved. The partners in this old entity are Lloyd Denton, Sr. and Stephen Lang. Both are deceased, so it is now owned by the Estates of each. Newton is working with their sons, Lloyd Denton, Jr. and Sylvan Lang, who have agreed to transfer title to HR if the HOA gets an opinion from a title company confirming the conveyance is proper and valid. Jo Ann will inform Newton to proceed.

Executive Session for Confidential Items. One member who has partially built a garage size building has not yet obtained ACC approval. Pat has contacted the member several times asking for the paperwork. Jo Ann will ask Eva to send him a letter setting forth the violation and asking for him to submit his request within a certain time or, if not, be subject to other action by the board.

Next meeting: April 20, 2023 at 6 pm at Mi Casa Tamale.

Adjourn meeting: Jo Ann adjourned the meeting at 8:14 pm.

Respectfully submitted,



Jo Ann Browne, President



Mary Teders, Recording Secretary