

## Highlands Ranch HOA

### Board Minutes for Regular Meeting August 24, 2023

**Meeting called to order by Jo Ann Browne August 24, 2023, at 6:11pm**

**Roll Call:** Board present: Jo Ann Browne, David Thackrey, Adam Pope, Mary Teders, Cynthia Shafer, Jimmy Junkin. Board absent: None. Guests: Pat Hopkins.

**Approve prior minutes of Regular session & Executive session for 5/25/2023.**

Motion: Jimmy.; 2<sup>nd</sup>: David. Vote: all for. Motion carries.

**Recognize any member guests who are not regular attendees listed above.**

None in attendance

**Recognize any guests for Executive Session or confidential matters.**

None in attendance

**Executive Session per Section 209.0051 of the Texas Property Code to discuss confidential matters.**

The board went into Executive Session at 6:15 pm and concluded at 6:20 pm. Separate confidential Executive session minutes prepared. Summary is as follows:

The Board discussed one member who is in violation of the DCCR with regard improvements to their property. The Board is following up with this member.

**Committee Reports:**

**ACC, Gates and Welcoming – Pat Hopkins**

**ACC approvals—Pat Hopkins:**

a. Approvals since last board meeting:

5-27-23: Bohanan, 26950 Ranchland View. Perimeter fence.

5-29-23: Springfield, 9211 Highlands Cove. Interior fence with driveway gate.

6-1-23: Almaguer, 27174 Ranchland View. Perimeter fence and driveway gate.

6-14-23: Bohanan, 26950 Ranchland View. Revise perimeter fence to include stone columns and wrought iron fence at front of lot.

6-17-23: Perez, 27337 Ranch Creek. Garage size storage building with concrete slab.

6-27-23: Almaguer, 27174 Ranchland View. Detached garage.

7-9-23: Pena, 26930 Ranchland View. Perimeter fence and driveway gate.

7-23-23: Guillory, 27255 Ranchland View. Cut down driveway entry.

- b. Pat also reported that there have been 17 total approvals through 7-31-23.
- c. A discussion was also held about the large stone blocks one member has place along the road. Pat stated that he had informed the member that there is no specific provision in the DCCR about this, but told him about how this might be a hazard for drivers and that, if someone hits them causing damage to their vehicle or their person, then the member might be subjected to litigation.

### **Gate issues:**

- a. Status of damage recoveries.
- 36 broken arms since 11-27-17. 6 broken arms in 2023. Longest time period between breaks is 11 months—6/22 to 5/23. Cost to replace an arm includes: \$49 for arm, \$135 delivery by Quality, \$135 labor to install, \$62.00 tax, for total of \$822.22. We need Eva to begin using at least this amount to ask for reimbursement, unless Pat picks up the arm, which will save \$135. He picks up 3 a time and stores in his shed and then delivers to gate for Quality to install. Pat has rebuilt and installed 8 arms over the past couple of years and charged the HOA \$50 to \$100 for each.
  - Recent broken arms not yet reimbursed yet: In May 2023 by Postal Service driver. On 7-22-23 by Ryder box truck (Miramar). On 8-20-23 by black pickup turned over to Eva to identify and send request for payment.
- b. Efforts to prevent entry thru exit gate: Quality has adjusted to narrow the opening so that it will close quicker to deter people from trying to enter thru it. Placed reflectors similar to entry gate.

### **New members welcoming kits delivered:**

- Ivan and Nelly Almaguer, 27254 Ranchland View.
- Sophie Sada and Vina Mosses, 9130 Highlands Cove.

**Other:** David stated that H&H Well Service told him that at least two wells have gone dry in HR, but would not tell him who. Jo Ann agreed to email all members asking if they have had their well go dry. Pat stated that Hank Pruitt told him that the commercial lot north of the property developed by Rajeev Puri is going to be a car dealership.

### **Roads and Safety – David Thackrey:**

- a. **Road repair status report, including estimated cost and timing (also, see Finance below).**

1. Summary to date as follows:

8-3-23: Talked to someone with City of Boerne about their ongoing repairs. For less traveled roads, they use Chip/Tar like BK Paving is proposing, but they use #6 black trap rock whereas BK has proposed #5. For more trafficked roads, they use Slurry Seal for a smoother surface that is applied by Viking Pavement Services. Based on this, I have asked James with BK for some more information on their bid of 5-26-23 and a proposal from Viking.

8-7-23: Talked to Julio Colunga who is in charge of road maintenance for Fair Oaks. On the side, he provides advice on road plans to HOAs.

8-15-23: David and Pat met with Julio Colunga and looked at Fair Oaks' roads. Talked to Kevin Harris at Intermountain Slurry Seal. Both told us that our roads are in good shape and we might be able to avoid complete Mill & Replace for many years.

8-17-23: Reviewing a proposal from Intermountain Slurry Seal.

8-17-23: Reviewing proposal from Julio Colunga to develop a road maintenance plan for us.

2. David presented and discussed the proposal from Colunga. There are three levels of service: Tier 1 at cost of \$4900 (develop plan for when and what to do); Tier 2 at cost of \$8900 (develop plan for when and what to do, plus estimated cost); Tier 3 at cost of no more than \$20,000 (this includes the above plus supervision of actual road work by a third party). After discussion, Jimmy motioned to accept Tier 2 for a cost not to exceed \$9000. Second by Mary and all voted in favor.

3. David said he had reviewed the proposal from Intermountain and would send a copy to Adam and Jimmy for review.

**b. Installation of Speed cameras.**

8-17-23: Speed camera on the outgoing speed sign on Ranchland View was installed. It captures speed coming in and going out. TrafficLogic has trained David on how to set up computer and phone to access the information from the cloud and generate reports. At a future date, they will have a webinar to several of us, including someone from DAMC, on how to operate the system. David will show board members how to use. David will send all members a notice that the camera has been installed and give examples of speeding captured to date. Individual speeders will be notified that they were captured by the camera. Jo Ann will ask Eva Hecox about helping identifying the owner of the vehicle.

**c. Other.** Pat reported that hogs and coyotes have recently been seen in the neighborhood. Suggested that a few members might want to agree to pay for a cage close to them to catch hogs, but they would pay for the cage. He discussed the coyotes as being a danger for the neighborhood. He knows a person in Boerne who catches coyotes and suggested that we pay \$225 to have him assess this. Cynthia made the motion; seconded by David; all voted in favor.

#### **Finance – Adam Pope and Jimmy Junkin**

- a. Prior Month's Reports. Adam provided an update on the current financial matters of the HOA. He stated that there were not significant items regarding the July 31 financial reports from DAMC
- b. Reserve Fund Analyses. Jimmy reported that he had prepared and provided the board with two versions of the analysis based on the road cost bid provided by BK Paving dated 5-26-23. Each assumes we will seal cracks in 2023. One assumes that we will Mill & Replace Ranch Lane and parts of Ranchland View in 2023 and use Chip & Tar on the rest of Units 1-4 in 2023. The second assumes we will Mill & Replace Ranch Lane and parts of Ranchland View in 2024 and delay Mill & Replace on all other roads for several more years. Both analyses show that we will need to continue to increase assessments each year more than has been done recently in order to cover the costs when incurred. However, with the additional information that David has gotten, these analyses will need to be redone in the near future.

**Oak Wilt – Jimmy Junkin.** Jimmy reported that we have two more lots on which oak wilt has been discovered. One on Ranchland View and one on Ranch Lane. One has already been treated with traditional fungicide and the other will probably do the same. That now makes a total of 5 lots with oak wilt that we know about. Jimmy has sent several emails in the last few months to all members again reminding them to keep a close watch on their trees.

**Beautification – Lil Rogers (via email).** See section below for Ratification of routine actions taken by board between formal meetings.

#### **Social – Mary Teders**

Mary discussed whether we continue having the Halloween/hay ride and the Christmas party, due to lack of attendance the past year or two. It was agreed that Mary would send out a survey asking who would likely attend the Halloween/hay ride, who would attend a Christmas party, and who would attend a social to be held in about April 2024. Then a decision will be made later.

**Newsletter—Martha Grant:** No report from Martha, but discussion was had as to whether enough members really want a newsletter. Jo Ann agreed to survey the members about this

**Ratification of actions between formal meetings:**

Landscaping request from Lil Rogers to exceed the 2023 annual budget by about \$3503. 2023 budget was \$13600 and she is requesting \$17103. Changes in her plans for 2023 causing the excess include creating some rock beds rather than using mulch in those beds. All directors agreed to her request on 8-10-23.

Motion to ratify: Mary; 2<sup>nd</sup>:Adam; Vote: all in favor.

**Other Business:**

Jo Ann reported that Tom Newton is still working the owner parties on obtaining title to two pieces of property discussed in previous minutes.

**Next Annual Meeting:**

Jimmy presented the following:

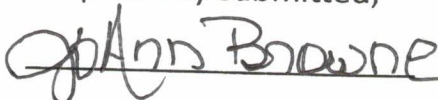
- a. Critical Dates Document, which shows the next annual meeting as February 24, 2024. It also shows the several dates by which certain things must be done.
- b. Schedule of Monetary Fines that has been updated due to passage of time from when it was first adopted by the members on May 24, 2018 and revised due to the changes in law passed by the 2023 Texas legislature. The Schedule will be presented to members for approval at the next annual meeting.
- c. Board Policy to Adopt Changes in Texas Property Code in 2023 Affecting Provisions in the Declaration of Covenants, Conditions and Restrictions.

He asked for any comments and/or changes. None were expressed. He asked for approval of all three. Motion made by Jo Ann, second by Adam, and all voted in favor.

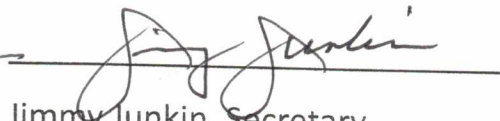
**Next Board meeting:** 10-19-23, in keeping with board's earlier decision to generally meet in person every other month.

Jo Ann adjourned meeting: 8:30pm.

Respectfully submitted,



Jo Ann Browne, President



Jimmy Junkin, Secretary