

Highlands Ranch HOA

Board Minutes for Regular Meeting October 19, 2023

Meeting called to order by Jo Ann Browne at 6:05pm.

Roll Call: Board present: Jo Ann Browne, David Thackrey, Adam Pope, Mary Teders, Cynthia Shafer, Jimmy Junkin. Board absent: None. Non-board member committee chairs present: Pat Hopkins. Other guests present: Bubba and Tracy Myers; Tony and Barbara Wise; Jim Chapman; Alfredo and Maria Lozano; Michael and Nina Hardwood; Brian and Jan Young.

Executive Session per Section 209.0051 of the Texas Property Code to discuss confidential matters relating to individual members.

After all Regular session items were discussed, excused member guests and went into Executive session at 8:52 pm. Discussed on member's failure to obtain ACC approval of improvement and DCCR violation. Resume Regular at 8:59 pm.

Regular Session for non-confidential matters.

Other guest members were present for the discussion of speeding on the streets. David Thackrey, Chair of Safety, began by giving a report on the issue of speeding. He provided copies to those present of the speeding reports derived from the 4 speed signs for 2022 and through September 2023 and derived from the one speeding camera on outbound Ranchland View from inception on August 29 to October 18, 2023. The first gave details for each sign on the number of autos speeding over the 30-mph limit, average speed maximum speed, etc. The second gave details on speeding over the 45 mph (as initial test), such as license, number of violations, speed, etc., from inception on August 29 to October 18, 2023. The license was then used to get the name and address of the violator.

Based on the board not receiving enough expressed support for the board to adopt a policy on the use of streets, the board has asked for more input on the issue. Thus, the guest members attended this meeting to express their views. After extensive discussion, the board suggested that a non-board member committee be appointed to canvas other members and arrive at suggestions for the board to consider, meaning that based on that input the board may or may not adopt a policy. David Thackrey, as Safety Chair, will serve as a non-voting member of the committee. Some members

present offered to serve on the committee, but we will need more than that, probably at least 10 or 12. Jo Ann or David will send another email to all members asking for more volunteers. The email needs to clearly explain the objective of the committee— i.e., by majority vote, provide suggestions on whether or not to have a policy adopted by the board on use of streets and, if the board is to adopt a policy, provide specific suggestions as to content, etc.

This discussion ended with most guests remaining for other regular session items.

Approve prior minutes of Regular session & Executive session for 8/24/2023.

Motion: Mary; 2nd: Adam. Vote: all for. Motion carries.

Committee Reports:

ACC, Gates and Welcoming – Pat Hopkins

ACC approvals:

Approvals since last board meeting:

- Raimondo, 27314 Ranchland View. Car port, pool equipment room, and 20 foot variance for 40 foot setback.
- Pope, 9018 Highlands Cove. Outdoor kitchen and rear perimeter fence to keep out hogs.

Hogs:

We are seeing hogs on Highlands Cove again. Probably will ask a friend to install his trap again.

Gate issues:

a. Status of damage recoveries. Broken arms not yet reimbursed & amounts—Eva has been asked to send notices to each, with photos of vehicles:

- Broken arm in May 2023 by US Postal Service driver. \$823. USPA has sent paperwork to Eva to complete for them.
- Broken arm on 7-13-23 by Ryder box truck. \$823. Rental person has asked Eva to deal with him as he does not want to go thru his insurance.
- Broken arm on 8-20-23 by black pickup. License number did not match the truck, so probably won't collect. \$823.

- Gate damage on 9-14-23 by RAM white flat-bed work truck (Ernest Flores, Bohanan contractor). Repair \$1128 + Quality \$146 = \$1274. Letter sent to Flores. No reply by 10-19-23.
- Broken arm on 9-28-23 by Climate Control vehicle logo. \$823. Letter sent to Climate Control. No reply.

b. Pat will ask Eva to provide a monthly report of damages not reimbursed yet.

New members welcoming kits delivered:

- Peter and Celia Miko, 9210 Highlands Cove---new but no kit delivered yet.

Roads and Safety – David Thackrey:

a. Road repair status report, including estimated cost and timing.

As previously discussed, we obtained a bid from BK Paving on 5-26-23, which gave us pricing for Sealing Cracks on all the roads, Mill & Replace parts of the roads, and Chip & Tar on parts of the roads.

On 8-25-23, we also obtained a bid from Intermountain Slurry Seal to apply Micro-Surfacing to parts of the roads and Scrub Seal to other parts. This is less costly than the BK Paving approach, but extends the life of the roads before more costly measures are needed.

Consulting contract with Julio Colunga was approved at the 8-24-23 meeting and has been signed. He plans to complete his work by 12-31-23 and make his recommendations. So, until we get his report, we might need to wait to make a final decision, but not later than 11-30-23, as the Assessment Notice must go out by then (see Finance below).

b. Installation of Speed camera.

The following is in addition to the discussion above.

Speed camera on the outgoing road has been operating for two months. The system identifies the license plate number and type of vehicle, with which David can prepare reports that have been sent to board members. All HOA members have been notified that the camera is operational. The system has been set initially to capture those exceeding 45 mph and there have been quite a few. Some are often repeat offenders. There has been email discussion between board members on

how to handle the violators and whether to consider adopting a policy for speeding. Jo Ann has sent an email to members advising them of the camera and the results to date.

We have obtained software with which we can identify the names of the speeders based on the license plates. Jo Ann is currently using this.

Finance – Adam Pope and Jimmy Junkin

a. Prior Month's Reports--Adam.

Nothing unusual noted in the reports. The operating fund had enough cash so that we were able to pay the 9-30-23 balance of \$46,536.42 due to the reserve fund to that fund's money market account on 10-10-23. The money market now has about \$126,000 which we can move into a certificate of deposit to earn a higher rate.

Adam asked for approval to do so. As the financial institution will likely ask for a Resolution authorizing the purchase, the following was adopted:

"Upon motion by David Thackrey, seconded by Mary Teders, all present voted in favor that:

(1) Authority is hereby granted to Adam Pope, Treasurer, and/or Aaron DeWispelare and/or Jimmy Junkin, each Assistant Treasurer, of Bexar County Highlands Ranch Homeowners Association, Inc. to open and close depository accounts with, to purchase investments (such as certificates of deposit) from, and to conduct any other necessary business relating to said depository accounts with any federally-insured financial institution (this authority does not extend to any types of loan transactions, which requires a separate vote of the Board of Directors).

(2) This includes any and all financial institutions, but specifically Randolph-Brooks Federal Credit Union, Security Service Federal Credit Union, Credit Human Federal Credit Union, Generations Federal Credit Union, and Firstmark Credit Union.

(3) Each financial institution is hereby directed to accept the most recent signed minutes (complete or redacted) of the Association's Board of Directors that document the appointment of the aforementioned Officers."

b. 2024 Assessment increase—Jimmy:

We need to approve the assessment for 2024 at this meeting, so that members can be informed prior to early December before DAMC sends out the invoices for 1-1-24.

Since Julio Colunga might not have his recommendations in time to revise our Reserve Fund projections before the board has to set the assessment, Jimmy has used the road construction bid David got from BK Paving on 5-26-23 (more costly than Intermountain Slurry Seal and thus more conservative). He prepared two separate reserve fund analyses that he has provided to the Board.

a. Dated 7-18-23: Assumes first major cost is in 2023 (mill & replace Ranch Lane & parts of Ranchland View, plus crack seal & liquid asphalt with trap rock overlay (tar & chip) on the rest of units 1-4 and crack seal in units 5-6, at a cost of \$712K). Next major cost in 2035 (rest of units 1-4 to mill & replace, plus units 5-6 to apply liquid asphalt trap rock overlay at a cost of \$2.3M). Per this analysis, the 2024 assessment should be \$34 per quarter.

b. Dated 7-21-23: Assumes first major cost in 2024 (mill & replace Ranch Lane & parts of Ranchland View & crack seal all streets at a cost of \$214K). Next major cost is in 2031 (units 1-4 to mill & replace the rest not done in 2024 at a cost of \$1.53M). Third major cost in 2040 (units 5-6 to mill & replace at a cost of \$1.8M). Per this analysis, the 2024 assessment should be \$21 per quarter and less each year thereafter than does the 7-18-23 analysis, due to the fact that we are assuming that the existing roads will last longer than expected earlier.

Also, it is possible that we will decide to use the Slurry Seal approach, which initially costs less than either of the BK Paving approaches, but does extend the life of the original roads. However, if this is used, major work like Mill & Replace will eventually still be needed. But, we won't know exactly what to use for the analysis until Julio Colunga provides his report, as stated earlier. Each analysis also includes assessment increase of \$8 quarterly for the operating fund, based on inflation.

Due to timing, it was proposed that the 2024 assessment be increased by \$8 for the operating fund and \$12 for the reserve fund. The new quarterly totals will be \$202 for operating and \$148 for reserve. Motion by Adam, second by David and all voted in favor.

Oak Wilt – Jimmy Junkin. Pat provided Jimmy and the neighbors in his area an update on 10-2-23 of his and David Marantes' plans to have some of their trees injected with Propiconazole for oak wilt. David has 3 known infected trees which will be injected to try and save. As a preventive measure, David is also injecting about other 35 trees and Pat is injecting 23 on his lot next to David's lot. Will be done once we get some rain.

Jimmy has sent an oak wilt reminder email to all members on 10-8-23 informing them of the status of existing oak wilt in HR and telling them again that July thru January are the recommended months for trimming trees, etc.

Beautification – Lil Rogers (via email). Most of the maintenance at the entrance that was previously approved has been completed. Dead plants replaced on 10-19-23. Recently removed a dead redbud outside gate in middle island. Meeting with grass guy the week of Oct. 16 to look at the dead-looking grass. Pat had Landscape Lighting Guru replace 2 defective non-GPS photocells with GPS photocells that control landscape lights, electrical outlets and gate lighting. They were replaced 2 years ago, but did not solve the problem. Cost \$873.

Social – Mary Teders: Mary sent an email/survey to all members in late September asking for input as to who wants the Halloween hay ride and who would attend a social meeting (Christmas party or Spring party) if they were to be asked to pay \$25 to \$30 per person. She got more than 60 replies, of which 43% said they were likely or very likely to attend. 65% of those replying said they were okay with paying a small amount. 51% favor a Christmas party and 56% favor a Spring party. Mary will report final results. After discussion, it was proposed that the Halloween and Christmas events not be held, but that a Spring social be organized. Motion by Mary, second by Adam, and all voted in favor.

Newsletter—Martha Grant: No report.

Ratification of actions between formal meetings: None.

Next Annual Meeting:

- a. Jimmy presented an updated Critical Dates Document, which shows previously approved next annual meeting as February 24, 2024. It shows the several dates by which certain things must be done. However, this date conflicts with some board members schedules. It was suggested that this be changed to March 23, 2024. Motion by Mary, second by David, and all voted in favor.

Jimmy noted that he would update the Document again and send to board members.

- b. Jimmy previously sent directors the proposed 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. He asked for any suggested changes and receiving none, motion to accept by Jo Ann, second by Mary, and all voted in favor.

- c. Nominating Committee: Jo Ann suggested the appointment of Aaron DeWispelare, Pat Hopkins, and Jimmy Junkin (outgoing director) as members of the Nominating Committee. Motion by Mary, second by David, and all voted in favor.


Status of gaining title to HR Lot 51 and Country Vend Lot 22 access road—Jo Ann:

Reported that Tom Newton was able to get Quitclaim Deeds to HR Lot 51 (part of road in Unit 4 connecting to Unit 5) and the access road between Lots 22 and 23 in Country Bend. In 2018, we obtained title to the dirt road between HR Lots 75 and 76 on south Ranch Creek. The water company servicing the Country Bend well at south Ranch Creek has easements on this road and the Lot 22 access road. We had already improved the HR dirt road so that it and the Lot 22 access road can be used as an emergency exit for HR residents.

Next Board meeting: 11-16-23.

Jo Ann adjourned meeting: 9:00pm.

Respectfully submitted,



Jo Ann Browne, President



Jimmy Junkin, Secretary