

Highlands Ranch HOA

Board Minutes for Regular Meeting December 04, 2025

Meeting called to order by Cynthia Shafer at 6:07 pm.

Roll Call: Board present: Cynthia Shafer, David Thackrey, Adam Pope, Mary Teders and Michael Prado. Board absent: Scott Smith. Non-board member committee chairs present: Pat Hopkins and Jimmy Junkin. Other guests present: None.

Executive Session per Section 209.0051 of the Texas Property Code to discuss confidential matters relating to individual members. None.

Regular Session for non-confidential matters. None

Approve prior minutes of Regular session for October 23, 2025.

Motion to Approve: Mary; **Second:** David; **Vote:** 5 - 0; **Motion carries.**

Committee Reports:

ACC and Welcoming—Pat Hopkins

a. ACC Approvals:

10/23/25 Rogers, 9510 Ranch Creek, metal roof upgrade., color tan

11/5/25 Mc Kinney, 27445 Ranch Creek, front ranch fence

11/23/25 Moses and Cervantes, 9130 Highlands Cove, guest house

12/1/25 Raimondo, 27314 Ranchland View, rustic 16' x20' meeting space with 4' building setback variance, right lot line

b. New members' welcoming kits delivered:

Nothing to report.

Roads and Safety—David Thackrey:

a. Status of Road Work.

All road repairs have been completed except to complete work associated with removing cement spoils on the inbound lane of Ranchland View. I've asked Hayden to smooth out some rough spots before we release payment for the work.

When this final item is resolved, and the last invoice is paid, including release of the 10% contingency, the final total for all work will come to \$608k, well under the \$650k included in the 2025 budget. This total is +\$100k over Hayden's original bid. However,

this includes \$50k for repairs at the front entrance over the drainpipe, which was not part of their original bid proposal but was approved by the Board. Change orders to the original bid totaled \$50k, ~10% over the original contract amount, primarily for additional footage identified with road replacements, liquid road and fog seal applications, crack sealing plus additional reflective buttons. All incremental amounts were reviewed and approved by our engineer, Steve Brown.

To date, the only invoices that have been sent out for damages to new road surfaces are to Texas Water Utilities and Airtron. Airtron has refused to pay. Texas Water Utilities indicated they would pay for damage they caused.

Vehicle from Miko residence, 9210 Highlands Cove drove over freshly applied Fog Seal resulting in reapplication at a cost of approximately \$830.

Motion for Eva to send letter to Miko for reimbursement.

Motion: Michael; 2nd: Mary; Vote: 5-0; Motion Carries

Gates and Recordings—JoAnn Brown (provided by email):

Preston Woolfolk led the one "zoom" call meeting 11/1/25 with 10 homeowners participating. Per their request I provided (11/11/25 which I copied the HOA board on) them with an inventory on the 5 various HR Entry gate systems, with a brief history of dates, QA's annual maintenance contract and camera monitoring contract, and the Intruder Alert monthly fee. A second meeting was initially planned , but there has been no further action.

Committee identified 5 items: (1) Gate provides security. (2) Barrier Arm is wanted. (3) Feasibility of 2 entry lanes. (4) Relocation of Barrier Arm in front of gate. (5) Alternative Gate Controller System. Board to research/address items 3, 4, and 5 in the future.

Finance Report—Adam Pope.

(1) Most recent financial reports.

Share Certificates matured on November 9, 2025 at Security Services Credit Union.

CD 5261721083

Balance: \$113,583.64

Dividends paid last period: \$377.86

Dividends paid current year: \$4,106.73

Matured on 11/09/25

New term: 15 months
Rate: 3.83% dividend rate, 3.90% APY
New maturity date: 02/09/2027

CD 5261721087
Balance: \$126,251.13
Dividends paid last period: \$420.00
Dividends paid current year: \$4,464.69
Matured on 11/09/25

New term: 5 years
Rate: 3.93% dividend rate, 4.00% APY
New maturity date: 11/09/2030

Bulter Account was bought current.

After paying for the remaining roadwork maintenance and upgrades we have over \$1M in our Reserve Account.

DCCR—Scott Smith.

Nothing to report.

Oak Wilt—Jimmy Junkin

A representative of the Texas A&M Forest service will meet on December 9 with Jimmy to survey the subdivision for signs of oak wilt.

Jimmy also sent out an email recently to all HOA members advising them about tree diseases, especially oak wilt and hypoxylon canker, along with providing copies of brochures discussing each disease. These are posted on the HOA website and he also asked Pat to include these in the welcoming package.

Beautification—Lil Rogers (provided by email).

Continuing with Panche for 2026 Landscaping Services. Will readdress with new bid.

Recently planted cactus which died, to be replaced in the Spring.

Cynthia was to try to obtain current irrigation schedule – Update?

Pat was to try and obtain estimate for an additional water tank – Update?

Social—Mary Teders

- Women who Wine - Meeting Monthly.

Newsletter—Corrine Castillo.

Nothing to report.

Ratification of actions taken by board between formal meetings (e.g., via email/Zoom/in person).

Nothing to report.

Other Business.

A. Annual Meeting.

Discussed Critical Dates Document (Provided earlier via email)

Critical Dates Document sets forth things to do leading up to the annual meeting and the dates by which they must be done, per the bylaws.

Discuss meeting location and date.

Date: Saturday, March 21, 2026 at 10am.

Location: Cynthia to inquire about venue in January. Location considerations: Papa Nachos or Bevy Hotel.

Discuss 2026 Board Member's Nomination Status.

Nominating Committee: Appointed at last meeting. On November 15, Jimmy sent all HOA members the Notice of Nominating Committee Selection and asked for members to provide recommendations. Members have until February 3, 2026 to provide suggested candidates to the Committee

B. 2026 Tiger Sanitation Bulk Pick-Up date TBD.

Next Board meeting: 01-22-26 at 6:00pm

Cynthia adjourned meeting: 8:21 pm.

Respectfully submitted,

 22 JAN 2026

Michael Prado, Secretary