Highlands Ranch HOA

Board Minutes for Regular Meeting February 26,2026.

Meeting called to order by Cynthia Shafer at 6:09 pm.

Roll Call: Board present: Cynthia Shafer, David Thackrey, Adam Pope, Scott Smith, and Michael Prado. Board absent: Mary Teders. Non-board member committee chairs present: Pat Hopkins and Jimmy Junkin and Sherry Ungashick. Other guests present: Preston Woolfolk.

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 January 22, 2026.

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

Committee Reports:

ACC and Welcoming—Pat Hopkins

a. **ACC Approvals:**

2/24/26 Rogers, 9510 Ranch Oaks, rain catchment 29,093 gallon (7' 2"high x 26'4" w) rain catchment tank, 10' variance into the 40' building setback on left side lot line.

b. **New members' welcoming kits delivered:**

Nothing to report.

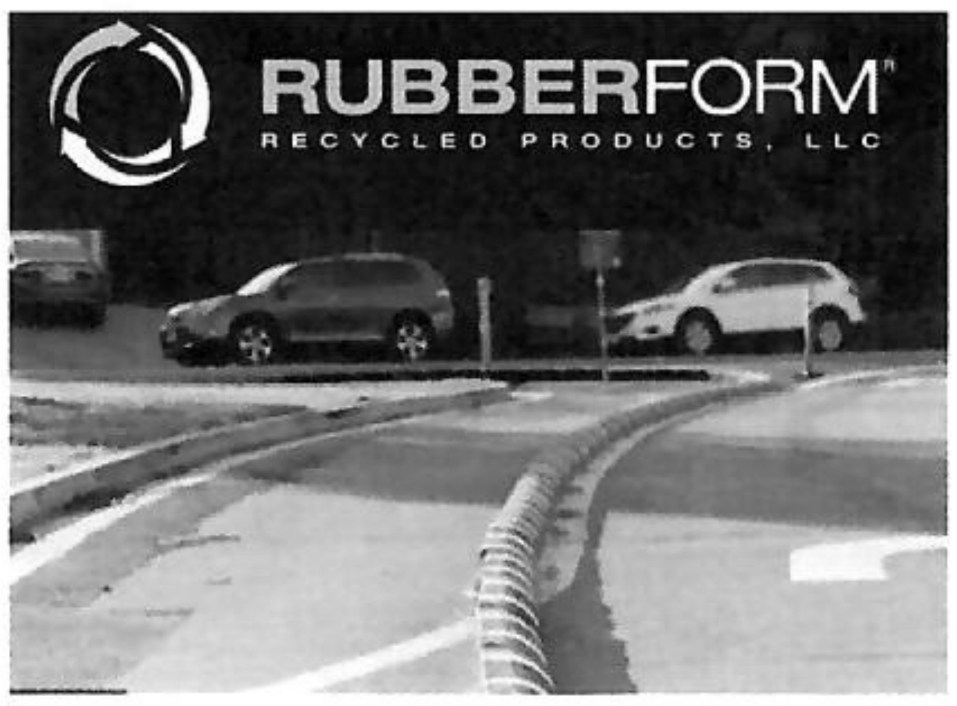
Roads and Safety—David Thackrey:

a. **Status of Road Work.**

As requested, below is an example of the barriers I was considering to replace the bollards at the front entrance. They are 3 ft rubber sections 5" high that are bolted into the asphalt. They are ~$100 each including hardware. We would probably need 10-12 sections plus labor to install them so about $2,000 total. I would arrange them in an "s" shape to prevent cars from trying to go around either end. They are low enough so a big truck could pass over them yet tall enough to prevent a car from trying to jump them.

Motion made for David to procure black barriers with yellow stripe for installation.

Motion: Adam; **Second:** Scott; **Vote:** 5 - 0; **Motion carries.**



There is a request to consider moving the speed sign located on the outbound lane of Ranchland View to the inbound lane of Ranchland View somewhere down by Ranch Lane. The board needs to consider whether we want to move the sign. There are some extenuating circumstances associated with where it is currently located that need to be included in the discussion. Currently the speed sign and camera are detached from their power source.

After discussion of potential relocation of the sign it was determined to leave as is. David will be putting the speed sign back in operation. New battery may be required.

As discussed last month, we will arrange for a one-time road cleaning sometime after April 18, the annual trash pickup date.

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

Guest Preston Woolfolk, who served as the chair for a homeowners committee to discuss our gate/barrier arm system(s) which provided recommendations to the Board in December 2025 for consideration in improving our gate entry system provided insight to his recent experiences with current system. His family has experienced random calls throughout the day from contractor and delivery vehicles. He personally experienced a potentially dangerous situation when a line of vehicles was backed up onto the frontage road because of one vehicle having issues with the call box.

The Board agrees an upgraded Entry Control System is might be necessary. The 2026 Budget does not include funding for an upgraded System. The board shall investigate this and, if one is selected, include required funding in the 2027 Budget.

Preston was excused after his discussion.

Jimmy has revised Policy on Charges for Damage to Gate Structures (copy sent to board earlier), as requested last month. In the Policy, he did not state an amount for the Administrative Charge, but stated that it would be set by a board resolution. The reason for this is that whenever the board does want to change the amount, we won't have to revised the Policy to do so. If not approved as written, then approve the same version.

Motion to approve Policy as written, Administrative Charge set by Board Resolution:

Motion: David; Second: Michael; Vote: 5 – 0; Motion Carries

Therefore, as the Policy is approved as written, the Board is asked to approve $150 as the Administrative Charge called for by the Policy on Charges for Damage to Gate Structures until such amount is changed by another board resolution.

Motion: David; Second: Scott; Vote: 5 – 0; Motion Carries

Discussed gate arm damaged on Monday, February 23, 2026, 2 incidents. Board will attempt to identify the vehicles involved and have DAMC send letter for the cost of repair, system resetting and administrative charge. One vehicle is an unmarked white box car.

Discussed gate arm damaged on Tuesday, February 24, 2026, 1 incident. Board will attempt to identify the vehicles involved and have DAMC send letter for the cost of repair, system resetting and administrative charge. A Keith Zars Pool driver reported they damaged the arm.

Finance Report—Adam Pope.

(1) Most recent financial reports.

2026 Budget finalized February 15, 2026. See Ratification below.

Approve contracts with Quality for (1) 2026 quarterly maintenance of gate system for $838.95 and for (2) 2026 DVR and camera monitoring for $730.70.

Motion: Adam ; Second: Cynthia; Vote: 5 – 0; Motion Carries

It was noted that the financial statements don't show that the property taxes were paid for 2025. Adam will follow up with Eva at DAMC.

DCCR —Scott Smith.

Scott and Pat to inquire about a potential DCCR compliance issue with a homeowner. Additional detail contained in the Executive Session Minutes.

Oak Wilt—Jimmy Junkin

Nothing to report.

Beautification—Lil Rogers (provided by email).

Pat is requesting quote from Elder Water Well Service to add a second water tank at entrance to meet recommended irrigation demands.

Social—Mary Teders (report by Cynthia and Pat)

Women who Wine - Meeting Monthly.

Weekly Canasta Social

First Men's Social was held Wednesday, February 25, 2026. Over 25+ in attendance.

Newsletter—Sherry Ungashick.

First edition of "Highlands Happenings" was emailed to members on February 23, 2026. Sherry will be requesting committee inputs for future Newsletters.

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

Ratify approval 2026 budget that was approved via email prior to the 2-26-26 meeting.

Motion: Michael; Second: Scott; Vote: 5 – 0; Motion Carries

Other Business.

A. Annual Meeting.

Documents sent to Members.

The Notice of Annual Meeting and other documents were sent to all members on about 2-20-26 (30 days prior to meeting). Two items to be voted on are:

a. Two directors for the open board seats.

b. Continuing use of IRS Revenue Ruling 70-604 to allow for the use of Federal tax form 1120, rather than 1120-H, when and if such use is beneficial.

B. 2026 Tiger Sanitation Bulk Pick Up date is April 18, 2026.

C. Evacuation Route.

Discussion was held on the Board's decision to open evacuation route on January 25, 2026 due to ice on our roads. The icy conditions on the evacuation route and the roads in adjacent Country Bend Subdivision were just as icy and potentially hazardous. Originally, the

Evacuation Route was established for "Emergency" situations (i.e. Haz/Mat). In the future the Board will not be opened for icy roads in the neighborhood.

Motion made to only open Evacuation Route for "Emergency" situations.

Motion: David; Second: Adam; Vote: 5 – 0; Motion Carries

D. Executive Session.

Went into executive session at 8:15 pm to discuss the following and returned to regular session at 8:22 pm.

1. The issue of a resident breaking the gate wood arm.

Next meeting date and time: Annual Meeting: March 21, 2026 (Saturday) 10am, Bevy Hotel.

Cynthia adjourned meeting: 8:22 pm.

Respectfully submitted,

23 APR 2026

Michael Prado, Secretary