Highlands Ranch HOA

Board Minutes for Regular Meeting May 28,2026.

Meeting called to order by Cynthia Shafer at 6:02 pm.

Roll Call: Board present: Cynthia Shafer, Carla Laws, David Thackrey, Adam Pope, Scott Smith, and Michael Prado. Board absent: None. Non-board member committee chairs present: Pat Hopkins and Sherry Ungashick. 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 and Executive (if any) Board Sessions for April 23, 2026.

Motion to Approve: Scott; **Second:** Adam; **Vote:** All For; **Motion carries.**

Committee Reports:

ACC and Welcoming—Pat Hopkins:

a. **ACC Approvals:**

Ionescu, 9007 Highlands Cove, detached garage, 35' rear building setback variance and a metal roof variance

Pat informed the Board he will be resigning as ACC Chairperson at the end of September. He will be assisting the ACC as he transitions out and will be providing the Board with all the ACC Documents he has retained. Action is being taken to identify and name his replacement. We would like to Thank and Acknowledge his years of Board Service to the Highland Ranch Community.

b. **New members' welcoming kits delivered: None.**

DCCR —Scott Smith: Nothing to Report

Roads and Safety—David Thackrey:

5" curbs to deter vehicles from entering the exit gate were installed.

Gates—Michael Prado

- May 1, Jo Ann resigned her position as Gate Chairperson. We would like to Thank and Acknowledge her 22 years of Board Service to the Highland Ranch Community. Michael will maintain the Gate Incident Spreadsheet with assistance from Cynthia.

- Carla will work with John Grevera, our website manager to update the Website to reflect the new Entry Control System.

- Apr 27 – New Entry Control System Operational
- Apr 29 – Carla's Video Entry Instructions emailed to Members.
- May 15 – Barrier arm broken - white pickup tailgating. Letter sent for compensation.
- May 16 – Barrier arm broken – gray chevy truck. Letter sent for compensation.
- May 19 – Barrier arm broken (storm).
- May 23 – Entry Control Box Offline, Operational after system reboot via circuit breaker.
- May 24 – Barrier arm broken – Bexar Fire Marshall responding to downed utility pole. Board decision not to pursue compensation.
- May 26 – Gates would not close. QA identified/cleared debris affecting operation and recommends areas around gates be inspected for debris after severe weather.

Finance Report—Adam Pope.

- Renewed the three Share Certificates below this month.

1) Security Service
   Renewed on 5/11/2026
   Certificate xxxxxx1086
   Balance: $65,7575.33
   Dividend Rate: 3.78%
   APY Rate: 3.85%
   Maturity Date: 12/11/2026

2) Randolph Brooks
   Renewed on 5/15/2026
   Certificate xxxxx2965
   Balance: $65,302.41
   Dividend Rate: 3.64%
   APY Rate: 3.70%
   Maturity Date: 5/15/2027

3) Generations FCU
   Renewed on 5/21/2026
   Certificate xxxxxxx-0501
   Balance: $109,628.75
   Dividend Rate: 3.60%
   Maturity Date: 11/21/2026

- Paid for the new gate system in late April from Reserve. We had budgeted $6,000 earlier in the year and once we realized the cost we decided to defer until 2027. A storm changed plans and we were forced to upgrade sooner. Total cost was $11,552.99.

Oak Wilt—Jimmy Junkin

Email sent to all members on May 23 reminding them to minimize major Oak Tree trimming February through June per guidance from the Texas Forest Service. To use disinfected tools and immediately seal cuts. Also, the DCCR requires oak wilt infected trees are to be treated and dead trees removed.

Beautification—Lil Rogers (provided by email).

- Per Pat, second holding tank installation in June.
- May be adding some grass, if not too late, after the second holding tank is up and running.
- Will trim some cedar trees in July before they get larger and start infringing on the road.
- Planning to cut down one tree damaged around the middle of May. There are also a couple of trees on the right side of the intersection of Ranchland View and Ranch Creek that may need to come down, for visual safety.
- A few small cacti will be planted on the island that splits the street on Ranchland View.

Social—Caroline Tucker

- Summer Social. June 6th, 2-5pm, Richter Tavern, Boerne Announcement was emailed to Members on May 25th.
- Women who Wine next social expected in July.

Newsletter—Sherry Ungashick.

First edition of "Highlands Happenings" was emailed to members on February 23, 2026. Sherry will be requested committee inputs for next newsletter expected to be distributed in June.

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

None

Other Business.

A. On May 24th a Utility Pole was downed in the neighborhood. On May 25th, Scott confirmed CPS will clean up transformer oil slick and inspect the remailing utility poles in the neighborhood. May 29th, CPS power washed the oil additional cleaning TBD. CPS believes a vehicle snagged an overhead line and pulled the pole down. Additional poles in the vicinity were inspected with no rot or damage found. All poles in Highlands Ranch were inspected in 2024.

Next meeting date and time: September 24, 2026 (Thursday), 6pm Mickey's Chicken & Tavern

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Cynthia adjourned meeting: 7:28 pm.

Respectfully submitted,

Michael Prado 24Sep2026

Michael Prado, Secretary