

Highland Meadows Home Owners Association

Colleyville, Texas

FALL 2022 Newsletter



OCTOBER PRESIDENT'S CORNER...

The Year in Review

We are going to close the year with some successes and a pretty large incompleteness. Our committees have done a good job with the limited resources available this past year. What I mean by limited resources is our human resources. We have the cash we need to accomplish our objectives however we are strained by our lack of volunteers. Our committees work very hard, and in many cases put in many hours that are taking a toll on them, their families, and their enthusiasm. We are seeking volunteers for a variety of committees. Please consider this and feel free to approach anyone of us at the upcoming annual meeting on October 25 at the Colleyville Center. Some of our accomplishments and achievements this year are:

- an Easter egg hunt
- 4 July parade through the neighborhood
- and most recently the replacement of the fencing at Whitehaven and Pool Rd. bordering the Compass Church, with new landscaping installed earlier in the year.

A look ahead:

- We are exploring new and expanded opportunities to jointly participate in activities with Ross Downs Homeowners Association. This has its challenges so we would like to hear from you.
- We are looking to continue the 4 th of July parade and mail box decorating competition. The mailbox competition is proven to be very creative and continuing to inspire patriotism in our neighborhood. In addition, the 4 th of July parade has become a hit with the younger generation (children) in our neighborhood.

Outstanding issues

- The single most outstanding issue we have is continuing the beautification of our southern perimeter along Hall Johnson. We have encountered challenges to our efforts at City Hall because of complaints lodged from a few residents on Ballantrae. We will be making a presentation of our plans, hopefully this fall, to the City Staff and City Council. I personally was sent an email of Cease and Desist by the City Manager. We later discovered our plan was presented and discussed WITHOUT our participation to the City Staff and was labeled as a Tree Removal Project, not a Beautification project. As this continues to develop, we will keep everyone informed of our date to present to City Council. We will need as many residents from Highland Meadows HOA in attendance as possible that evening. This will highlight our message to the City Council members. After all, all of you ARE Voters!

Thank you for your taking the time to read this note. I look forward to seeing everyone at our Annual Meeting, October 25th, at 7:00 p.m. at the Colleyville Center.

Stuart Gardner,
Highland Meadows HOA President

BOARD OF DIRECTORS NEWS



Highland Meadows HOA ANNUAL MEETING October 25th (Tuesday) at the Colleyville Center – 7:00 p.m.

Please join us at 7:00 p.m. on Tuesday, October 25th at the Colleyville Center (sign-in at 6:45.) The Board of Directors will present a recap of activities from 2022; present the proposed

2023 budget for vote by HM homeowners and homeowners will also elect new Directors to fill open positions on the Board of Directors.

You should have received a formal announcement in the mail last week, along with a proxy for your vote should you be unable to attend. **If you are unable to attend, please be sure to sign and return your proxy so we can make quorum.** Homeowners unable to attend can log-on and vote via computer with an ID number provided in their voting documents.

HOA Directors serve for two-year terms. Current Directors Stuart Gardner (President) and Becky Prentice (Secretary) are running for re-election. Director MaryAnn Nicholson is not running for another term.

There are three positions open for Director this year. Candidate forms were mailed to each homeowner last month to seek names of those interested in serving.

You can read Board Candidate information in the documents at the end of this newsletter (pages 14 & 15.) Those who submitted candidate forms are:

Morgan Cummings
Meredith Dolan
Stuart Gardner
Jessica J. Gettig
Becky Prentice



The Board will present an annual budget for 2023 with no dues increase. Annual dues will remain \$400 per household.

We will also accept names from the floor at the annual meeting.

Any questions? Please contact board president, Stu Gardner, at (817) 296-1682 or by email at stu@sgaconsulting.net We will print a copy of the ballot form at the end of this newsletter, along with online voting instructions.

2022 HIGHLAND MEADOWS HOA BOARD of DIRECTORS

President:	Stu Gardner	stu@sgaconsulting.net	(817) 296-1682
Vice President:	Dean Fittz	dean@serenityintx.com	
Treasurer:	Kim Wallace	kimberlyaf@aol.com	
Secretary:	Becky Prentice	aprentice1@verizon.net	
Director:	Roderick Capelo	roderickcapelo@gmail.com	
Director:	Adrian Lewis	amlewis42@yahoo.com	
Director:	MaryAnn Nicholson	maryannnicholson2101@gmail.com	



FOLLOW US ON FACEBOOK – We are switching to a private page for homeowners only.

Use the QR Code on page 3 to register with us. Register your email so you will receive our HOA newsletters!



NEIGHBORHOOD HALLOWEEN PARTY AND COSTUME PARADE

**Thursday, October 27th
5:45 p.m.**

Kids and Adults (even dogs) – dress in your Halloween costume and come join the parade around the lake at Kimzey Park! We'll have pizza for everyone at 5:45 pm and the parade

will begin around 6:25 pm (right before sunset.) We would love for residents to grab a chair and cheer on the walkers around the lake! This is a joint event sponsored by the Highland Meadows and Ross Downs HOAs!

"GET CONNECTED! Please scan the QR code below or visit <https://linktr.ee/hmhoa> . There you'll be able to find our new, residents only, Facebook group that we'll use to share neighborhood news and event information. We encourage everyone to join. You'll also find a google form to add or update your contact information."



SOCIAL COMMITTEE – VOLUNTEERS NEEDED

We are always in need of volunteers – and welcome hearing from you with new suggestions. Please reach out to one of our Board of Directors to volunteer or share ideas (contact information on page 2)

COMMUNITY GARAGE SALE is on **Saturday, NOVEMBER 5th**, from **8:00 a.m. to 12:00 p.m.** We'll



bring you bargain hunters by posting an advertisement in the Ft. Worth Star Telegram, garage sale FB pages, and signs at each of the HM entrances. Please set-up your sale on your driveway where it is visible from the street. You may want to place a sign on the corner of your street to help publicize the event. If you are part of an online garage sale page, please be sure to add our Community Garage Sale! Our Spring Garage Sale will be April 15th. Please put-up balloons or a sign at your mailbox or driveway to

indicate that you are part of the community garage sale. In past years, we've spotted lemonade and popcorn stands set-up by enterprising young Highland Meadows residents!!!



REMINDER - Community Garage Sale dates are November 5th, 2022 and April 15th, 2023.

SOCIAL COMMITTEE RECAP

4th of July Parade!

Our thanks to the many Highland Meadows families and friends who participated in our 4th of July Parade, and to the Board of Directors and Social Committee members who set-up and worked the event. Colleyville Fire Dept. sent a fire truck & ambulance; and Colleyville Police Dept. sent Patrol Officer and Highland Meadows resident, Steve McDaniel, with a patrol vehicle. And what a fun way to end the event: donuts, juices and mimosas!



WELCOME COMMITTEE – Becky Prentice

WELCOME COMMITTEE Did you know? Highland Meadows has had over 12 new homeowners join our neighborhood in the past twelve months! Our newest neighbors moved to Lansford Lane, Edinburgh Drive, two to Montford Drive, two to Highland Hills Lane, two to Whitehaven Drive N, Highland Meadows Drive, Ballantrae Drive, Sunderland Drive, and Woodmoor Lane. We welcome all new homeowners to our great neighborhood and hope you will join us in continuing to make this a destination place to live.

Homeowner Emails – please register with CMA and on our new private Facebook page so we have your email address for communication. CMA management is at www.cmamanagement.com. For our [new Facebook page](#) use the QR code on page 3. We currently have emails for 343 out of 367 homeowners!



CITY OF COLLEYVILLE NEWS



COLLEYVILLE FIRE DEPT.

2022 OPEN HOUSE
CENTRAL FIRE STATION

SATURDAY, OCTOBER 8
10 A.M. - 1 P.M. || 5209 COLLEYVILLE BLVD

- ACTIVITIES FOR THE WHOLE FAMILY
- FIRE STATION TOURS
- DEMONSTRATIONS BY FIREFIGHTERS

FOOD & BEVERAGES available through Colleyville Citizens Fire Academy Alumni Association

FREE EVENT
FUN FOR THE WHOLE FAMILY!

MORE INFORMATION
817.503.1401
COLLEYVILLE.COM/FIRE
FACEBOOK.COM/COLLEYVILLEFIREDEPARTMENT



City of Colleyville

Fall Events 2022

October

10.04 - NATIONAL NIGHT OUT
6PM - 9PM
South Lawn at City Hall

10.15 - HARVEST FESTIVAL
10AM - 3PM
Plaza & South Lawn at City Hall

November

11.12 - CAR & BIKE SHOW
9AM - Noon
South Lawn at City Hall

December

12.03 - TREE LIGHTING CELEBRATION
5:30PM - 8:30PM
Plaza & South Lawn at City Hall

For more information, visit www.colleyville.com/events



SATURDAY, 10 AM - 3 PM
OCTOBER 15 Plaza at City Hall
90 Main St. Colleyville



HARVEST FESTIVAL - Saturday, October 15 10:00 a.m. - 3:00 p.m.

Plaza at City Hall www.Colleyville.com/HarvestFestival

Make plans now to attend our 2nd annual Harvest Festival! Festival attractions will include a petting zoo, carnival rides, horse-drawn wagon rides, farmers market, balloon and caricature artists, food trucks, and more! Stay tuned for more information on the City's Facebook page and website.

CHECK IT OUT! The city installed a new electronic crosswalk sign at Hall Johnson and Whitehaven!

4th of JULY RECAP - MAILBOX CONTEST WINNERS - Lee Spilker

4th of July mailbox contest - Congratulations to our winners:

We had 24 Highland Meadows homeowners who decorated their mailboxes for the contest! Our thanks to them for participating. It was fun driving through the neighborhood and seeing all the patriotic mailboxes. Photos of their entries will be on the last two pages of the newsletter. Our 3rd Place winner is technically not a mailbox, but always a really good display!

1st Place - \$50 gift card
6304 Edinburgh Drive



2nd Place - \$50 gift Card
6204 Connie



3rd Place - \$50 gift card
2402 Highland Meadow





CURB APPEAL AWARD WINNERS

July 2022

Congratulations to the July Curb Appeal Winners, the Purdum Family. They are fairly new residents of the Highland Meadows neighborhood as they moved here in June 2021. While they have primarily been focused on interior updates, they still found time to maintain the outdoor appeal. Building on the great work of the previous owners, they've had to replace some of the landscape due to the losses suffered from the freezes of 2021 and 2022. When you drive by, you'll notice a variety of plants/flowers/bushes around the house. They've added additional [bougainvillea's](#), some hibiscus plants and some



annuals in the front including periwinkles, vinca, African daylilies, with a mix in various pots around the house as well. They also changed the look of the yaupons in front to a more natural look (which will take about a year to really see the change). To add dimension there are new pots in the front that are bright with some color: vinca, sweet potato vine and Indian feather grass. Many of their ideas come from the relationships they've built at Landscape Systems in Keller. Brian has given them some great ideas that they'll be doing in the near future. You may want to get a look at their current presentation as it sounds like it will have a very different look soon. In the offing is different edging along the beds, extending the beds, replacing the sidewalk, adding some additional trees, removing all the shrubs and replacing with a variety of shrubbery and perennials. We wish you the best of luck Purdum family and look forward to seeing your vision come to life. Congrats on being the July 2022 Curb Appeal award winners and welcome to the neighborhood!

August 2022



Congratulations to the August Curb Appeal Winners Laurie and Dale Anderson of 6005 Montford. Long standing residents of Highland Meadows, they moved here in 2001. When you drive by, you'll notice a plethora of Texas native perennials and plants that attract hummingbirds, bees and butterflies. Many of the plants you'll find were thoughtfully planted to withstand shade since the trees in front do a good job covering the yard. They've also recently added Zoysia grass for the same reason. A stunning feature of the landscape is the shapely Japanese Maple's that are soon to bring brilliant fall colors. The Anderson's enjoy native Texas plants that attract wildlife and prefer "free-form" style of gardening. Much of their

landscaping inspiration comes from Laurie's mother who loved to garden and provided many plants for their yard. Congrats on being the August 2022 Curb Appeal award winners and thank you for helping our neighborhood look so nice!

CURB APPEAL UPDATE - Lee Spilker

September 2022

Congratulations to the September Curb Appeal Winners Sandy and Jack Bullard of 6102 Hillbrook. The Bullard's have lived in Highland Meadows for an incredible 31 years and have been active in our HOA over the years! From the street you'll notice a variety of colorful Vinca that really pop in front of the well-maintained bushes standing guard. Jack mentioned he likes the Vinca so much because they thrive in the sun



and have never disappointed. Pro-tip: apparently there is a disease resistant type of Vinca that holds up really well; be sure to ask for it at your local garden center. Through Jack and Sandy's hard work, they sure have these Vincas blooming bright! Congrats on being the September 2022 Curb Appeal award winners and thank you for adding to our neighborhood aesthetic!

NOMINATE A YARD FOR CURB APPEAL AWARD If you would like to nominate a home for consideration (either yours or a neighbor's) - please send an email with "YoM" in the subject line to Lee Spilker at: leedub1@att.net. Deadline for consideration is the 15th of each month.



BOARD OF DIRECTORS NEWS

2022 Highland Meadows HOA Calendar

Please mark your calendar for the following HM HOA Board meeting dates:

October 25 - Annual Meeting, 7:00 p.m. at the Colleyville Center (6:45 check-in)

October 27 – Costume Parade, Pizza & Treats with Ross Downs HOA at Kimzey Park – 6:30pm

November 5 - Fall Community Garage Sale, from 8:00 a.m. to 12:00 p.m.

November 14 - HM HOA Board Meeting; 7:00 p.m.; upstairs meeting room at Market Street



If you would like to volunteer to help with one of our HOA activities, please email the President and we'll add you to the list of volunteers.

SEEKING NEWSLETTER EDITOR! We are still in need for someone to take over duties publishing our newsletter (6 issues per year.) Please contact MaryAnn Nicholson if interested.... Maryannicholson2101@gmail.com



LANDSCAPING UPDATE – Ray Allee

Whitehaven North Fence The new fence along Whitehaven North is finished. The area along Whitehaven North is beautiful. Thanks to Joe Buchanan for leading this project for the HMHOA. The new fence has been raised to 8 feet. The fence boards were pretreated and overlap so there are no gaps in the fence. The fence extends over the tops of the columns and has a continuous top cap. The steel posts will not rust and are set in concrete. The steel posts were boxed in with the cedar boards and present a uniform appearance. It is a well-built quality fence the lives up to the standards of Highland Meadows. The new fence along with the new landscaping along Whitehaven North add to the beauty of Highland Meadows and is an example of what could be done along Hall Johnson, if it weren't for the allelopathy that kills anything planted under the live oak trees.



HALL JOHNSON LANDSCAPING Several homeowners have questioned why the HOA has not planted landscaping along the entire perimeter wall on Hall Johnson. The area along the Hall Johnson wall from the Whitehaven intersection going West to the end of the wall past the Highland Meadows intersection has proven a landscaping challenge for several years. We've tried a variety of plants along the wall, with very little success. We've also consulted with several arborists to get a better understanding of the problem – allelopathy – which prohibits growth of most plants in the areas under the red and live oak trees. (Common allelopathic trees are **red oak, live oak**, walnut, eucalyptus, sugar maple, sycamore, black locust and American elm.)

Allelopathy is the production of plant inhibiting chemicals by one plant to regulate the growth of others. One group of chemicals produced is tannins, which are produced by the leaves and by root systems in the soil. Salicylic acids and other organic acids are also produced and are toxic to other plants. The toxic chemicals are stored within the oak tree leaves, which drop to the ground, and plants underneath the trees absorb the toxic chemicals and die. The roots of oak trees tend to be in the upper 12 inches of the soil and form a mat that is discouraging to other plant roots by robbing the plants of moisture. Oak trees also use allelopathy to protect their space by using their roots to pull more water from the soil so that other plants cannot survive. Toxins are also released through the roots. All of this contributes to the failure of plants to thrive under allelopathic trees, which are what we have along Hall Johnson. We will continue to monitor the area, and plant landscaping where the Live Oaks and Red Oaks will not overhang our landscaping beds. Please be patient with us as we work through this challenge. Our end goal is to have landscaping along Hall Johnson that everyone in our community will be proud of.

ARCHITECTURAL CONTROL COMMITTEE (ACC) - Kourtney Spilker

The following is a list of approved roofing materials for Highland Meadows HOA 2022...
HIGHLAND MEADOWS HOA – LIST OF APPROVED ROOFING MATERIALS

MANUFACTURER	STYLE/MODEL	ROOF TYPE
Atlas	Stormmaster Shake	Composition
Atlas	Stormmaster slate I/R	Composition
Boral	Pine Crest	Stone Coated Steel
Certainteed	Belmont IR	Composition
Certainteed	Highland Slate I/R	Composition
Certainteed	Landmark I/R	Composition
Certainteed	Presidential Shake I/R	Composition
Certainteed	Grand Manor	Composition
Decra	Shake	Stone Coated Steel
GAF	Camelot II	Composition
GAF	Grand Sequoia	Composition
GAF	Woodland	Composition
Malarkey	Legacy	Composition
Owens Corning	Weatherguard HP	Composition
TEK Industries	Hurricane Metal Shake	Stone Coated Steel
Varitile	Shake	Stone Coated Steel
Varitile	Ishake	Stone Coated Steel

All roofing materials primary color must be of the following: medium to dark gray and/or black. No all-black or predominant colors of red, brown, or green are permitted. All roofing materials must have a minimum fifty (50) year manufacturer's warranty, a UL Class A Fire rating, and a UL2218 Impact Resistance Class 4 rating (be wind and hail resistant,) provide heating and cooling efficiencies greater than those provided by customary composite shingles or provide solar generation capabilities.

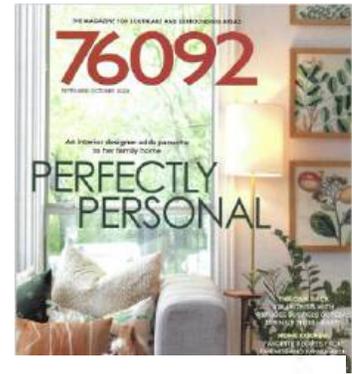
No standing seam or vertical panel metal roofs, aluminum roofs, live or harvested organic agricultural plant, dirt, or 3-tab composition shingles are permitted



ACC REMINDER (Architectural Control Committee)

Please don't start exterior home modifications without ACC approval; nor submit an ACC application with incomplete data – it will delay your project. File for ACC approval before you undertake projects on your property. Our CCRs require us to respond to ACC requests in 15 business days after we receive the ACC application and all documentation. Not sure if you need ACC approval? Contact CMA to verify before you begin work on your project... CMA Customer Care: (972) 943-2828

Congratulations to Chris and Tammy Austin, owners of C&T Landscape and Design, the landscape company our HOA uses for maintenance and landscape projects, and fellow Highland Meadows homeowners. C&T Landscape and Design was featured in the September/October 2022 issue of 76092 Magazine, in 'FACES OF SOUTHLAKE" C&T Landscape and Design is at 2440 Michael Drive, Southlake 76092



THE FACES OF Landscape Design

C&T Landscape and Design creates beautiful spaces for discriminating homeowners who demand premium outdoor spaces to enhance their properties. From landscaping and hardscaping to outdoor lighting, C&T provides the master touch valued by clients who want the very best.

C&T does complete designs and installations for new and existing properties, creating inviting and comfortable outdoor spaces that increase a home's value and provide years of enjoyment. C&T designs harmonious, functional hardscaping using natural and man-made products.

They are experts in employing outdoor lighting to create a warm, inviting feel to landscapes, emphasizing the features of a property with lights and shadows. They only use energy-saving, high-quality LED lighting products. In addition to the beauty creative lighting imparts, it provides additional security, an important consideration for homeowners who value peace of mind.

All work is done by fully-insured C&T employees, with no sub-contractors. C&T has long-time community ties, having provided premier design and maintenance services in North Texas for 23 years.

Schedule a consultation with C&T today and enhance the outdoor setting of your home with creative landscape design.

C&T LANDSCAPE AND DESIGN

2440 Michael Drive • Southlake 76092
817-337-7400 • ctlandesign.com

NOTICE OF ANNUAL MEETING, Ballot & Voting Instructions

The following documents were mailed to all homeowners on September 20, 2022.



Homeowners of
Highland Meadows,
Inc.

Colleyville, Texas

Highlandmeadowshoa.org

Board of Directors

Stuart Gardner,
President
stu@sgaconsulting.net

Dean Fittz,
Vice President
dean@serenityintx.com

Kimberly Wallace,
Treasurer
kimberlyaf@aol.com

Becky Prentice,
Secretary
aprentice1@verizon.net

Roderick Capelo,
Director
Roderickcapelo@gmail.com

Adrian Lewis,
Director
Amlewis42@yahoo.com

MaryAnn Nicholson,
Director
Maryannnicholson2101@
gmail.com

September 20, 2022

HOMEOWNERS OF HIGHLAND MEADOWS, INC. NOTICE OF ANNUAL MEETING OCTOBER 25, 2022

Dear Highland Meadows Homeowner:

As Manager for Homeowners of Highland Meadows, Inc., we are pleased to announce the Annual Meeting to be held on **Tuesday, October 25, 2022**. The purpose of this meeting will be to present reports on current Association affairs and to elect **three (3)** homeowners to the Board of Directors, each to serve a term of two (2) years.

We are pleased to also offer an electronic option for voting. If you have an email on file with Highland Meadows, you will receive an email in your inbox with instructions to cast your ballot electronically (if you don't see the email, please check your spam folder). If you have not received an email with instructions, please reference the flyer on the back side of this notice for online voting registration instructions.

Enclosed for your convenience is a *Proxy* and an *Absentee Ballot*, which can be used in the event that you are unable to attend the meeting. **It is very important that you assign your proxy if you cannot attend.** Please complete the enclosed *Proxy* in order to establish quorum or to assign your vote to another Member. Please check "*Quorum Only*" if you want your proxy to only count towards quorum for the meeting and/or you are voting for the homeowner Board member by Absentee Ballot. Nominations from the floor will also be accepted.

Please note that according to our Bylaws, absentee voting is permitted by electronic ballot or a written ballot given to a Director (Board member) or authorized agent of the Association (CMA) prior to the meeting, and will count toward quorum.

Please plan to join us at the following place and time:

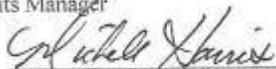
DATE: October 25, 2022
MEETING: 7:00 p.m. (Check-in 6:45 p.m.)
LOCATION: Colleyville Center, 5301 Riverwalk Dr., Colleyville, TX 76034

You may begin checking in for the meeting at 6:45 p.m. We look forward to seeing you at the meeting on **October 25, 2022**. If you have any questions, please feel free to call me at (817) 310-6915 or send a message to mharris@cmamanagement.com.

Sincerely,

Homeowners of Highland Meadows, Inc.

By: CMA, its Manager

By: 
Michele Harris, CMCA®, AMS®, PCAM®, Association Manager

Enclosures: Proxy, Absentee Ballot

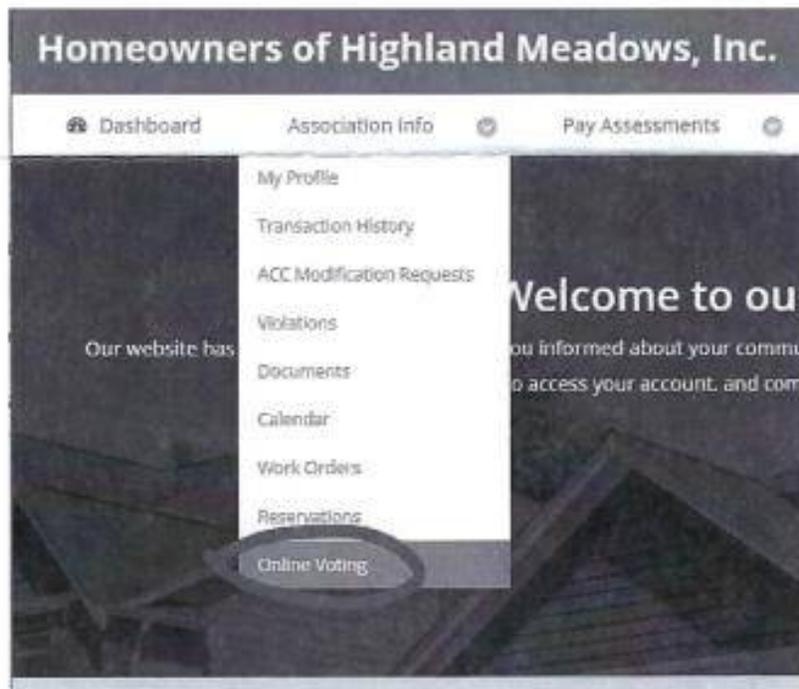
**The Board will present an annual budget for 2023 with no dues increase.
Annual dues will remain \$400 per household.
Billing statements will be mailed to homeowners in November.**

NOTICE OF ANNUAL MEETING, Ballot & Voting Instructions

ONLINE VOTING

To vote online, visit your community website at
www.cmamanagement.com

Step 1. Log in to your homeowner account.
Hover over the Association Info tab, then click Online Voting.



Step 2. Vote

Click Vote Now, and you will be redirected to MyHOAst. View and read about the candidates, then vote with a click of the mouse.

Please note that once you have cast your ballot online, it can only be changed by paper proxy/absentee ballot.

TIPS FOR ONLINE VOTING –

1. Only one (1) vote per household.
2. You must be registered on your association website to vote. If you need assistance with registration, please go to www.CMAMANAGEMENT.com or contact our Customer Care Department at (972) 943-2828 or customer-care@CMAMANAGEMENT.com.

NOTICE OF ANNUAL MEETING, Ballot & Voting Instructions

Highland Meadows HOA Board Candidates

Morgan Cummings

Briefly introduce yourself. Include background (business, homeowner association or other experience), the number of years you have been a resident, etc.

I am a substitute teacher for GCISD, and I have home bakery business. My husband and I and our two children moved to HM in Colleyville in 2018 and we plan to make our house a forever home.

In which areas do you feel you could make the greatest contribution: architectural control, capital improvement and repair, finance, legal, maintenance, new development, special events or other?

Maintenance, New Development and Special Events are the areas I feel I can add the greatest contribution. I look forward to the opportunity of involvement in Highland Meadows future.

Meredith Dolan

Briefly introduce yourself. Include background (business, homeowner association or other experience), the number of years you have been a resident, etc.

We moved to Colleyville in March 2019 from Dallas. We have three kids – Jack (8), Clark (5) and Clara (5). We love the area and have made wonderful friends. It was a great decision to move to this area.

In which areas do you feel you could make the greatest contribution: architectural control, capital improvement and repair, finance, legal, maintenance, new development, special events or other?

I would love to have more special events in the neighborhood to get to know everyone!

Stuart Gardner

Briefly introduce yourself. Include background (business, homeowner association or other experience), the number of years you have been a resident, etc.

- Relocated to Colleyville, and Highland Meadows in 2011 from Arlington, TX. While in Arlington served as President of Parkway North HOA for 25 years,
- Chairman and President of The Arlington Neighborhood Council from 1985-1988.
- In 2008 participated in N Arlington Neighbors Group (NAN), a collection of HOAs in NE Arlington, and directed what was described by the Ft. Worth Star Telegram, as the most successful negotiation of mineral rights contracts in Tarrant County
- Eight-year Member Highland Meadows Board of Directors, currently serving as President
- SME in diagnostic Imaging; Principle and Founder SG&A Services LLC and Reveal-DX.
- Wife, Sandra, is a food science major from Univ Wisconsin and currently works for the Hershey Company.
- 2 Children and grandchildren living out of state.

NOTICE OF ANNUAL MEETING, Ballot & Voting Instructions

Stuart Gardner (cont'd)

In which areas do you feel you could make the greatest contribution: architectural control, capital improvement and repair, finance, legal, maintenance, new development, special events or other?

I feel I can continue to contribute to the over-site and management of the Highland Meadows HOA by maintaining a close working relationship with the Management Team and the elected officials of the City of Colleyville. This is demonstrating progress within the HM HOA with the progress of improving the appearance of our Hall Johnson perimeter by working close with the city on the removal and maintenance of trees, which are now the responsibility of the HMHOA, and the beautification of the landscaping.

Jessica J. Gettig

Briefly introduce yourself. Include background (business, homeowner association or other experience), the number of years you have been a resident, etc.

I work as a controller for a local oil and gas company and have served on the board of my children's preschool for the last 4 years. I was born and raised in Chicago, but my husband grew up in HM (his parents still live here) and he wanted our 3 young kids to do the same. So, we moved here in 2019 and absolutely love everything this community has to offer.

In which areas do you feel you could make the greatest contribution: architectural control, capital improvement and repair, finance, legal, maintenance, new development, special events or other?

I think I could add value to any of these areas but have particular interest in the special events and finance categories. I love seeing how multi-generational our neighborhood has become and would really like to create more opportunities for our community and children to come together.

Becky Prentice

Briefly introduce yourself. Include background (business, homeowner association or other experience), the number of years you have been a resident, etc.

Homeowners of Highland Meadows Association secretary (2 yrs.), social committee (3 yrs.), welcome committee (4 yrs.). Retired educator: Executive Director in Rockwall ISD (5 yrs.), CHHS principal (6 yrs.), CMS principal (4 yrs.), CHHS Assistant Principal (4 yrs.); teacher 7 years: Round Rock ISD (3 yrs.), CFBISD (3 yrs.). Grapevine Convention and Visitor Bureau (4yrs): assist with convention support as needed. Active member of Grandview Condominium HOA in Miramar Beach, Florida. First United Methodist Church Grapevine – various volunteer positions (29 yrs.). Resident in Highland Meadows (21 yrs.) and Grapevine (10 yrs.).

In which areas do you feel you could make the greatest contribution: architectural control, capital improvement and repair, finance, legal, maintenance, new development, special events or other?

I believe that as current secretary of HMHOA, I provide strong communication skills, problem solving suggestions and organization skills. As a long-time resident of this community, I am knowledgeable of the history and expectations, and can provide a balanced and objective point of view while also considering other viewpoints.

NOTICE OF ANNUAL MEETING, Ballot & Voting Instructions

***** **IMPORTANT – DO NOT DISCARD** *****

HOMEOWNERS OF HIGHLAND MEADOWS, INC. PROXY / ABSENTEE BALLOT

I, the undersigned, being the record Owner of the property identified below, hereby revoke any previous proxies and grant to the person identified below (my "Proxy Holder") my revocable Proxy for quorum only or to consent and to vote as specified below, and in all other respects to act on my behalf, as a Member of Homeowners of Highland Meadows, Inc., at the Annual Meeting scheduled for **Tuesday, October 25, 2022**, or as such meeting may be rescheduled, adjourned, or recessed and reconvened.

My Proxy Holder is authorized to consent and to vote in the same manner and to the same extent and with the same effect as if I were personally present at the meeting and voted (except as may otherwise be specified on the front of this form).

MARK ONE OF THE 3 OPTIONS BELOW:

OPTION 1: PROXY FOR QUORUM ONLY- NO ONE VOTES FOR ME AND I AM NOT VOTING

I hereby assign my proxy to establish **Quorum only** at the meeting for the purpose of establishing **QUORUM**. I am NOT voting.

OPTION 2: PROXY TO ASSIGN MY VOTE TO ANOTHER (ALSO COUNTS FOR QUORUM)

I HEREBY DESIGNATE AS MY PROXY HOLDER & GIVE MY PROXY TO VOTE TO: **(CHECK ONLY ONE)**

President of Homeowners of Highland Meadows, Inc., or, if the President is unable to act as my Proxy, then to the Chairman of the Meeting;

OR

To: _____ (Please print individual's full name); or if the person named is absent or unable to act as my Proxy, then to the following individual alternate:

Where I am present in person and elect to act on my own behalf at said meeting or with respect to a specific act of the Association, such presence or action will supersede and suspend the effectiveness of this proxy. Where I have given my written proxy to another named person dated later than the date hereof, such subsequent proxy will supersede and suspend the effectiveness of this proxy.

OPTION 3: ABSENTEE BALLOT AND PROXY FOR QUORUM (NO ONE VOTES FOR ME)

I hereby assign my Proxy to establish Quorum at the meeting and, I am casting my vote as follows:

I hereby vote for specific candidates as follows (select no more than THREE):

- | | | |
|--|---|---|
| <input type="checkbox"/> MORGAN CUMMINGS | <input type="checkbox"/> MEREDITH DOLAN | <input type="checkbox"/> STUART GARDNER |
| <input type="checkbox"/> JESSICA J. GETTIG | <input type="checkbox"/> BECKY PRENTICE | |

By casting your vote via absentee ballot, you will forego the opportunity to consider the vote on any action from the floor on these proposals if a meeting is held. This means that if there are amendments to these proposals your votes will not be counted on the final vote on these measures. If you desire to retain the ability, please attend any meeting in person. (You may submit an absentee ballot and later choose to attend any meeting in person in which case an in-person vote will prevail.)

SIGN AND DATE - In order for this Proxy/ Absentee Ballot to be valid it must be signed and dated

(Your SIGNATURE – Owner/Member)

Date Signed

(Your PRINTED NAME – Owner/Member)

Your Highland Meadows Address

This copy Printed in Fall Newsletter

(SEE ADDITIONAL INSTRUCTIONS ON REVERSE SIDE)

Mail, fax, email, or hand deliver this form to: Homeowners of Highland Meadows, Inc.
2350 Airport Freeway • Suite 310 • Bedford, TX 76022 • Fax: 817-310-6950 • Email: kmartin@cmamanagement.com

NOTICE OF ANNUAL MEETING, Ballot & Voting Instructions

What is a Proxy?

A proxy is a written and signed document that allows you to authorize a specific person to act on your behalf. Proxies can be used to establish quorum and/or to allow your representative to vote on matters at a duly called meeting of the Association.

If you change your mind and attend the meeting of the Association in person, your proxy will be returned to you at the meeting.

What is Quorum?

Quorum is the number of owners required to be present in person or by proxy in order to elect directors and to conduct the business of the Association. As set forth in the Association's documents, Homeowners of Highland Meadows, Inc. requires **10% of the votes in the association (37 homes)** to be present in person or by proxy.

What happens if Quorum is not met?

If quorum is not met at a duly called meeting of the Association, the meeting may be reconvened at a later date at an additional expense to the Association. This additional expense is paid by the owners through their assessments and could ultimately affect the amount of the assessment you pay due to the added costs to reconvene.

What is an Absentee Ballot?

Simply put, an absentee ballot is a signed instrument that allows you as the owner to cast your vote at a duly called meeting without attending. An absentee ballot provides an advantage for owners who will not be able to attend the Annual Meeting by allowing them to cast their vote for a selected candidate.

What should I do if I do not understand how to fill out or use the Proxy/Absentee Ballot?

Call CMA Management. Staff will be available to walk you through the process. Remember, the key to effective use of the proxy/absentee ballot is to return the completed form to CMA Management by the deadline. You can reach us at 817-310-6900.

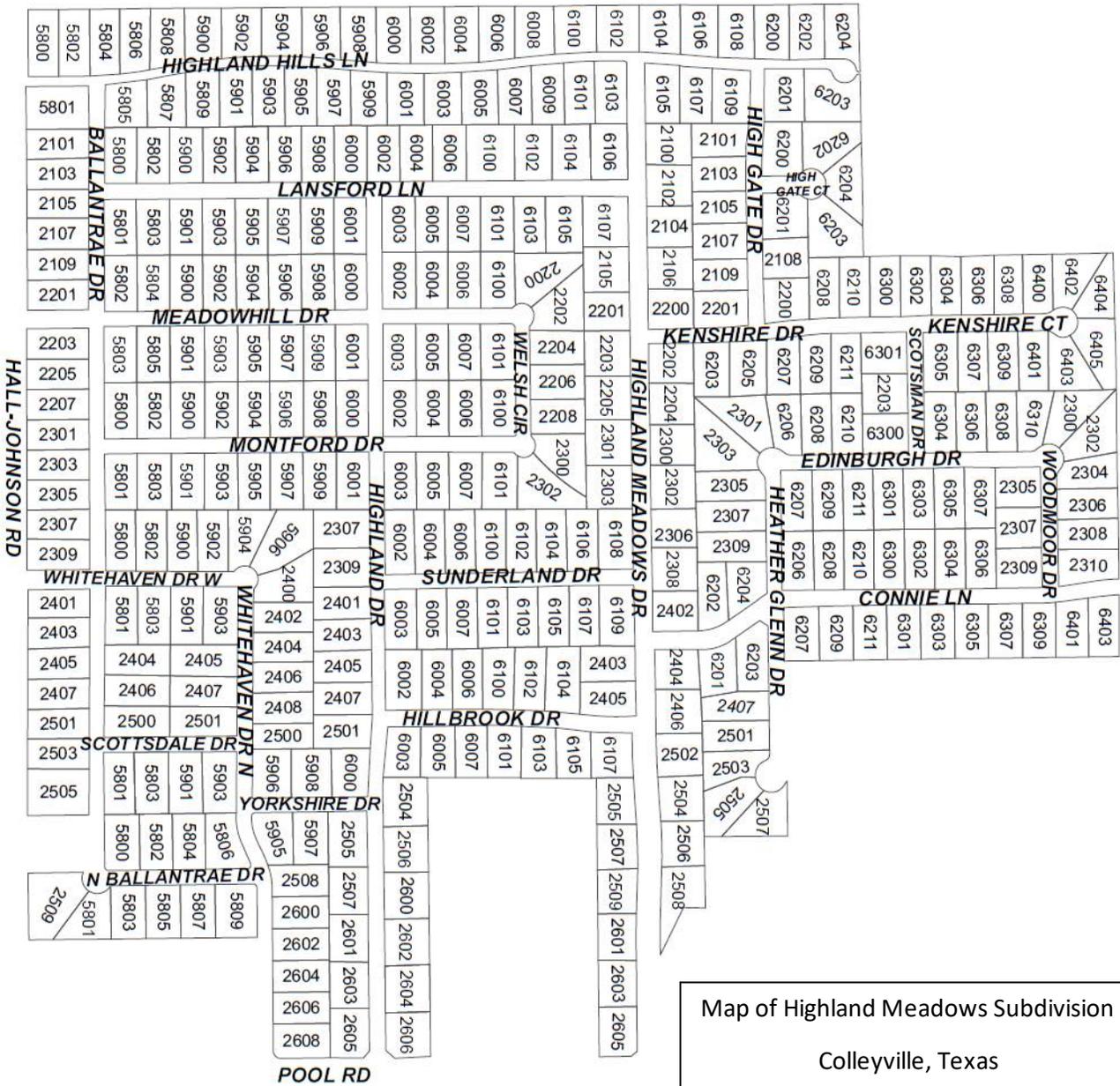
What if I change my mind and come to the annual meeting?

If you have filled out your proxy/absentee ballot and have submitted it to the Association and you change your mind and wish to attend the meeting, your proxy/absentee ballot will be returned to you at the meeting, to allow you to vote on matters in person at the meeting.

Remember:

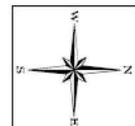
It is very important that you complete and return your proxy to the CMA office in one of the ways indicated on the proxy.

MAP OF HIGHLAND MEADOWS



Map of Highland Meadows Subdivision
Colleyville, Texas

Map Created on 01/23/2017 by Ideation Planning, LLC
 1452 Hughes Rd, Ste 200, Grapevine, TX 76051
 Email: info@ideationplanning.com, Phone: 682.738.4332



IT'S FALL SEASON – PLEASE TALK WITH YOUR LAWN CARE WORKERS ABOUT PROPER DISPOSAL OF LEAVES AND YARD WASTE.



City of Colleyville
Public Works Department
Randy Bright
Environmental Compliance Officer
rbright@colleyville.com

**It is not Just a Nuisance
It is the Law**



Sec. 82-7. Prohibited acts

It shall be unlawful for any person to sweep, throw, or deposit any garbage, trash, debris, stagnant water, or dead animal into, upon, or along any public property or private property of another, except as may be specifically provided by this chapter.



**Debris in Drains Promotes Mosquito Breeding
Do Your Part to Keep the Drains Clear**