

MEETING MINUTES
September 14, 2026 REGULAR MEETING
BOARD OF DIRECTORS OF THE HELOTES PARK TERRACE HOMEOWNERS
ASSOCIATION, INC.
A Texas Non-Profit Corporation

- Call meeting to order:
 - Time: 1:17 pm
 - Present: Sara Lovell, Twyla Hulskotter, Robert Ressetar
 - Absent: Guest:
- Minutes
 - Meeting minutes from the monthly August 12, 2026 meeting were approved via email on 8/18/26 by each BOD.
 - Motion: Twyla Second: Sara
- Monthly Financial Report
 - The July financial report was approved by email on August 18, 2026.
 - The August financial report was distributed to the Board and will be reviewed and approved via email.
 - Funds of \$5000.00 were moved to the General fund account per procedures each year and will show on the September financial reports.
 - Mulch and miscellaneous expenses for Mistletoe Circle were paid. This includes a reimbursement to for pavers purchased for the bench that was donated to the site. Twyla asked for funds to finish the mulch. Motion approved.
 - Motion: Sara Second: Robert
- Gate
 - Gate codes continue to be posted on the gate key pad. Compromised gate codes are wiped off of the keypad and a new gate code is assigned.
- ACC Requests
 - Two ACC requests were submitted, reviewed, and approved by the ACC and the Board.
- Mailbox Theft
 - The Board discussed the mailbox theft reported on August 1, which included the camera being stolen.
 - Per advice from the SAPD officer, a faux camera will be purchased and installed at the mailbox hut area.
 - Motion: Twyla Second: Sara
 - Further research will continue into live, permanent cameras.
- Sub Committees
Voting and Elections
 - The Voting and Elections committee reported on proposed changes to voting proxies and ballots. The new documents were reviewed and approved by the Board.
 - Motion: Sara Second: Robert

Governance Doc

- The Board discussed governance documents submitted by the Chair, including pool drainage.

HOA Management Software

- Due to other issues requiring the Board's time, research has been delayed.

Speeding

- No updates.

Cameras, Culverts and Drainage

- The previous chair resigned due to unavailability. The Board will continue efforts.
- Culverts and Drainage – the Board will pursue quotes from companies to assess the culverts to determine if cleaning is needed and cost for cleaning services. Vendor details will be shared with homeowners that have expressed an interest in additional services at the homeowner's cost.
- Cameras – a faux camera will be purchased and installed at the mailbox hut per approval from Board. Additional camera research will be conducted.
- Landscaping
 - The Mistletoe Circle project will be completed soon with the Board approving mulch and scheduling river rock moving effort.
- New Business
 - Bulk and green waste pickup was discussed. Twyla reported that Waste Management offers this service, but every homeowner would be expected to pay an additional monthly fee and a new 3-year contract would be needed. Robert will research San Antonio Waste to determine costs and available bulk-waste services.
- Executive Session Summary
 - The Board discussed covenant violations that are outstanding.

Adjournment:

Time: 1:51 pm

Motion: Robert

Second: Twyla