

THE HIGHLANDS

Highlands Golf Course 2020 Annual Homeowner Minutes

Summit County Public Library – South Branch

103 South Harris, Breckenridge

February 22nd, 2020

3:00 PM

Highlands Golf Course Board of Directors

- Bill Handley
- Greg Pohle
- Leah Canfield
- Maureen Lawer
- Roger Damle

Alpine Edge Representatives

- Steven Frumess – General Manager
- Brett Gunhus – HOA Manager
- Robin Hoffmann – HOA Accountant

Highlands Golf Course Homeowners

- Jim & Rebecca Spearot
- Carolyn Miller
- Bob Lowe
- Elly & Bob Gordman
- Bill Handley
- Sharon & Thomas Copper
- James Foil
- Michael & Joan McDonnell
- Betsey & Jim Beckman
- *Andrew Atkins

** Indicates attendance via conference line*

I. Welcome

A. Roll Call; Determine Quorum

The meeting began the meeting at 3:00pm with a quorum established through homeowners present plus 44 proxies from absent homeowners.

B. Introduction of Board and Management

Steven Frumess introduced himself and the representatives from Alpine Edge, managing agent for all 4 Highlands subdivisions including Highlands Golf Course. The Board took a brief moment to introduce themselves.

C. Confirm Notice of Meeting Delivery

An electronic annual meeting packet was delivered to every email address on file weeks ahead of the 2020 annual meeting. Physical packets were also assembled and distributed, however many homeowners claimed to not receive these at their mailing address. Homeowners from other Highlands subdivisions seemed to be affected as well. Gerard emphasized to the owners the importance of management having an accurate email address due to inconsistent service standards with USPS.

D. Review and Approval of Minutes

The minutes taken at the 2019 annual homeowner meeting were emailed to homeowners on February 21st, one day before the 2020 annual meeting. A motion to approve of the minutes was made, seconded, and passed with all in favor of approval.

II. Financial Review

A. Review FY2019 Financials & FY2020 Budget

Greg reviewed the few variances between the 2019 expenses and what was budgeted for, followed by the Board-approved operating budget for 2020 which was quite similar. There were no questions from the owners. The budget will be uploaded to the highlandsatbreck.com website.

III. Policy Review and Other Business

A. Firewise Program

Board reviewed the expenses & other details involved with Firewise. Some of the association efforts that had occurred in the past few years are the following:

1. There was a Highlands fire preparedness event over the summer in which there were over 100 residents in attendance at this meeting which was held at the Golf Course club house. At this preparedness meeting there was a presentation provided by Captain Matthew Benedict of Red White and Blue. He discussed the reasons homes can ignite in a wildfire and how property owners can create defensible space.
2. Highlands Golf Course completed the installation of a watering system for new trees planted on Marksberry's open space parcel after removing over 200 trees in 3 acres.
3. In past years the association Worked with CSU Forestry Service to conduct a Highlands Communities Forest Health review. Report was circulated to all POA members and can be reviewed on the highlandsatbreck.com website.
4. The association continues to encourage homeowners to remove dead or dying trees and dispose of them once they are down.
5. The association also encourages homeowners to remove noxious weeds on their home sites.

B. Sales Update for Highlands Golf Course

Steven reviewed the Association sales data below:

Highlands (4 subdivisions):

- 34 Sales
- Average number of Bedrooms = 4
- Average number of Bathroom = 4.7
- Average Listing Price = \$1,834,144
- Average Sale Price = \$1,748,956
- Average Price Per Square Foot = \$408
- Average square feet = 4,328

Highlands Golf Course:

9 Sales

- 21 Marks Lane – Built in 1997
 - 1351 Highlands Drive – Built in 2001
 - 432 Preston Way – Built in 2004
 - 120 Mark Lane – Built in 1997
 - 52 Marks Lane – Built in 1999
 - 475 Preston Way – Built in 2004
 - 788 Preston Way – Built in 2016
 - 186 Golden Age Drive – Built in 2003
 - 120 Glenwood Circle – Built in 2013
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- Average Number of bedrooms = 4.1
 - Average Number of bathrooms = 4.0
 - Average Listing Price = \$1,985,000
 - Average Sale price = \$1,595,000
 - Average Price Per Square Foot = \$434
 - Average Square Feet = 4,708.00

C. Design Review and Construction Update

Steven explained to the owners how the Board also doubles as the Design Review Committee. He reviewed the DRB data below:

Highlands (all 4 subdivisions)

- 595 Lots within Highlands 4 sub-divisions
 - Six (6) Homes in Design Review
 - Twenty-Two (22) Homes under construction
 - 495 Homes Complete/Final Release
 - 72 Lots Remaining
 - Average Square Footage = 4,985 SF

Highlands, Golf Course POA

Includes Golf Course #1, Filings 6-10, Fox Crossing, Willow Run, Highlands Glen and Gold Run

- 257 Lots within Highlands Golf Course POA
 - Two (2) Homes in Design Review
 - Seven (7) Homes under construction
 - 221 Homes Complete/Final Release

- 29 Lots Remaining
- Average Square Footage = 4,651 SF

D. Common Area Maintenance

There is not a lot of common area to maintain within Highlands Golf Course. The two areas that maintenance contributions are being conducted are the entry area off Highway 9 that Highlands Golf Course has made contribution to maintain in tandem with Highlands at Breckenridge POA.

There is also the watering system for new trees planted on 3 acres of open space Parcel off Marksberry. This is considered Parcel A.

A homeowner mentioned that 2 of the trees have been cut down for Christmas trees since they were planted a few years back.

Steven reviewed noxious weed & tree removal responsibilities for owners on their own private property. Management sprays common areas that have an abundance of noxious weeds. Owners were requested to remove any noxious weeds found in their lots to prevent seeds from spreading to neighbors and to help mitigate possible fuels for fire throughout the association.

Homeowners were also encouraged to remove and dispose of trees in their lots that may be dead or dying in time to take advantage of the County's curbside chipping program.

The Association Board and Management will keep its eye on any common areas with an abundance of weeds in summer 2020. If they notice any areas that need attention then they will spray accordingly.

Steven asked that owners remove any noxious weeds found in their lots to prevent seeds from spreading to neighbors and to help mitigate the association for fire prevention.

Removal of dead or dying trees is also part of the Highlands fire mitigation. Steven encouraged homeowners to remove dead or dying trees and dispose of them once they've been knocked down. Alpine Edge is happy to provide contact information from contractors who can do this type of work.

E. Curbside Chipping Program

Steven Frumess reviewed fire mitigation options through Red White & Blue as well as the summer social event which educated homeowners on fire prevention tactics. Homeowners were informed of the annual Summit County chipping program, which is an excellent way to dispose of slash free of charge. The County has not announced exact dates for the 2020 program but

management will communicate the schedule to homeowners when it is made publicly available. The following items will not be covered by the Summit County chipping program: logs or branches over 9 inches in diameter, Willows, Cottonwoods, construction and/or building materials such as treated lumber, fence posts or signs, shrubs, stumps, dirt, rocks, grass clippings, trash, weeds, bags of leaves, and any wood with nails and/or wire.

A. Open Forum

The Good Neighbor Policy was discussed further. Alpine Edge agreed to send a follow-up email to the owners with the Policy as well as the Breckenridge Non-emergency Dispatch phone number as well as the town's Short-Term Rental Hotline.

Maureen mentioned that Red White & Blue has not weighed in on the occupancy issue other than stating it may have effect on how many fire extinguishers are required. She encouraged homeowners to attend the Town Meeting on March 24th.

There was a discussion on occupancy caps and if there is any way to protect a full-time resident against neighboring STRs down the entire street. Board feels a bit uncomfortable about regulating this in a fair & effective way.

An owner asked about the parking garage that the town is developing. They are breaking ground on the South Lot in May, but North Lot will be used for equipment.

An owner asked about New West Partner's Marksberry Agreement. It received permission from the Board years ago to operate as a commercial building but they will be gone by the end of 2020.

A homeowner mentioned that the community fire hydrants are packed under feet of snow. Management has spoken to the Town about this so it is on their radar, but other associations such as Braddock Hill have begun to hire private contractors to clear these areas.

IV. Board of Directors Elections (5)

Brief biographies of each nominee were distributed to homeowners in the electronic annual meeting packet delivered on January 31st. Every owner who had not voted before the meeting was given a ballot to vote for 5 of the 6 running nominees. After the votes were cast and ballots were counted, the 2020 Highlands Golf Course Board of Directors was announced: Roger Damle, Rob Miles, Maureen Lawer, Leah Canfield, and Betsey Beckman.

V. Adjournment

The meeting was adjourned at 4:15pm.