

THE HIGHLANDS

Highlands Park POA 2020 Annual Homeowner Meeting

Summit County Public Library – South Branch

February 22nd, 2020

4:30PM

Highlands Park POA Board of Directors

- Stephen Gerard
- John Ebright
- Bob Toth
- Mitzi Wheeler
- Dennis Hicks

Alpine Edge Representatives

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

Highlands Park Property Owners

- John Evans
- Stephen Hatton
- Andy Hirst
- Juanita Burson
- Ed Scanlan
- Stacy Shelden
- Ted Lawson
- Jack Derickson
- Paul Schutt
- Gus Ploss
- Rich Heinicke
- Bruce Menzel
- Doreen Hofbauer
- Jerry Gavenda
- * Kim Maguire
- *Michael Del Principe
- *Steve Rhodes

** Indicates attendance via conference line*

I. Welcome

A. Roll Call; Determine Quorum

The meeting began at 4:40. Between homeowners present & the 42 owners represented by proxy, a quorum was determined.

B. Introduction of Board and Management

Stephen Gerard, Board President, began by introducing himself and the Board as well as the representatives from Alpine Edge, managing agent for all 4 Highlands subdivisions including Highlands Park.

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

i. February 16th, 2019 Annual Homeowner Meeting

The minutes taken at the 2019 annual homeowner meeting were emailed to homeowners on February 21st, one day before the 2020 annual meeting. Both Toth made a motion to approve of the minutes and John Ebright seconded. The motion passed with everyone in favor of approval.

II. Other Business

A. Design Review & Construction Update

Design Review statistics pertaining to The Highlands and Highlands Park in particular were conveyed to the homeowners:

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 Park

- 161 Lots within Highlands Park POA
 - Three (3) homes in Design Review
 - Eleven (11) Homes under construction
 - 114 Homes Complete/Final Release
 - 32 Lots Remaining
 - Average Square Footage = 5,305 SF

B. Common Area Maintenance Review

The Board plans on updating the association entrance with perennials & annuals late spring.

Gerard reviewed an issue with the irrigation not functioning correctly at the entrance and how repairs hindered landscaping.

Common area lighting will be reviewed & updated if necessary to meet Dark Sky compliancy.

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.

C. 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.

D. Sales Update

Statistics surrounding the 7 property sales throughout the association in 2019 were reviewed:

Highlands 2020 Property Sales (all 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 Park 2020 Property Sales:

- 7 sales
 - 76 Buffalo Terrace – Built in 2002
 - 1330 Discovery Hill Drive – Built in 2017
 - 639 Gold Run Road – Built in 2003
 - 142 Lake Edge Drive – Built in 2006
 - 417 Gold Run Road – Built in 2008
 - 1129 Discovery Hill Drive – Built in 2017
 - 445 Long Ridge Drive – Built in 2017

Highlands Park 2020 Sales Averages:

- Average number of bedrooms = 4.9
- Average number of bathrooms = 4.9
- Average listing Price = \$2,773,714
- Average Sale Price = \$ 2,323,750
- Average Price Per Square Foot = \$567
- Average Square feet = 4,849

III. Financial Update

A. Review FY2019 Financials and Proposed FY2020 Budget

Stephen Gerard reviewed the 2019 actual expenses and how they matched with the 2019 budget.

The Board has decided to eliminate the Charitable Contributions line item after considerable discussion. The association had much more retained earnings at the time this line item was created, and the Board is concerned about the appropriateness and sustainability of this discretionary expense. The Board is open to reviewing this option in the future but for the time being, the 2020 budget will be amended to delete the \$5,000 Charitable Donation line item.

It was clarified that “Pet Maintenance” is in regards to dog waste bags & dispensers.

A homeowner asked why interest was not budgeted for. Management stated that interest can be a moving target difficult to control and budget for, but the Board mentioned that they'll take that practice into consideration in the future.

A homeowner asked about short-term rental registration, and how the Board will know if certain properties are indeed short-term rental properties. The Board announced that they have received a list of short-term rentals from the Town of Breckenridge and will personally vet the list to flesh it out. Management will send the Highlands Park 2020 Short Term Rental Registration form in the weeks following the annual meeting.

B. Vote to Ratify Proposed 2020 Budget

Paul Schutt motioned to approve of the proposed 2020 budget, Jack Derickson seconded, and the motion to ratify the 2020 budget passed unanimously.

IV. Board of Directors Elections (2)

Gerard thanked John for his 13 years of service on the Highlands Park Board of Directors, and thanked Mitzi Wheeler for her involvement as well. The homeowners echoed his gratitude.

As no homeowners were nominated on the floor, Stephen Hatton & Paul Schutt won the moot election for the 2 vacancies on the Board of Directors.

V. Open Forum

The Board aggressively worked on lot maintenance in 2019 and thanked homeowners for cooperation and the fact that 0 fines had to be assessed. Owners were encouraged to report lot maintenance violations in order to keep the community at a high standard.

As a homeowner brought up fire mitigation, it was clarified that work outside each unit's disturbance envelope must be approved by both the Board & Town of Breckenridge.

Gerard discussed the Highlands Good Neighbor Policy & the fact that other associations outside of the Highlands are adopting these policies. This document is currently being updated by the Board to include a number of new rules, including verbiage regarding:

- Short-term rental occupancy limits
- Outdoor speakers & noise limits
- Drone ban
- Fine structure
- Open fires
- Trespassing
- Driveway vehicle limit
- Wildlife interference

The updated Highlands Park Good Neighbor Policy will be distributed to owners by management once the revisions are complete.

A homeowner was concerned about vehicle speed coming downhill on Gold Run Rd. As this is a Town road, the association unfortunately cannot install a speed bump at this location.

Gerard reviewed rules regarding building contractors such as when and where they can work. Construction taking place outside of 7:00AM – sundown or on Sundays is in violation with the Good Neighbor Policy. A homeowner mentioned that contractors near them are not abiding by these rules. All homeowners are encouraged to reach out to management with these violations & fines will be levied.

VI. Adjournment

The meeting was adjourned at 6:00pm.