

# THE HIGHLANDS

## BRADDOCK HILL POA

### 2021 ANNUAL HOMEOWNER MEETING AGENDA

Saturday, February 13<sup>th</sup>, 2021 - 11:00 AM MST

*Virtual via GoToMeeting*

#### **Braddock Hill Board of Directors**

- Fred Menzer
- Alan Evans
- Pat Depole
- Barbara Calvin
- Stewart Fontaine

#### **Alpine Edge Representatives**

- Steven Frumess – General Manager
- Brett Gunhus – HOA Manager
- Robin Dew – HOA Accountant
- Robin Hoffman – HOA Administrator

#### **AGENDA**

##### **I. Welcome**

###### A. Roll Call; Determine Quorum

In attendance through GoToMeeting or by phone:

Pat Depole, Nathan Cafferky, Barbara Calvin, David and Tanya Delahoz, Stewart Fontaine, Jason and Megan Hart, Scott Hollingsed, Bruce and Paul Johnson, Fred Menzer, Brad Nebergall, Chris and Marie Robb, Kirk Samelson, Carl Weise, Miriam Zahn, Alpine Edge Representatives

Quorum met through attendees and proxies received.

###### B. GoToMeeting Protocol Review

Brett Gunhus announced standard protocols for GoToMeeting and advised attendees that there would be a period after each topic to ask questions, and an Open Forum section at the end for owners to bring up any topics that were not otherwise listed on the agenda.

###### C. Introduction of Board and Management

Steven Frumess introduced the Board of Directors and the Alpine Edge representatives and provided a short introduction for Alpine Edge as the ongoing POA managing agent.

#### D. Confirm Notice of Meeting Delivery

Notice of Meeting was sent out via USPS and electronic about 3 weeks ago. Alpine Edge (AE) does both ways on the chance we have gaps in contact information for owners. Some did receive one version but not the other. This year four owners used to be on our contact records. Brett talked to owners Robb and Delahoz. AE did an audit that provided a lot of benefits, but some email addresses got bumped. Internally we want to make sure mailing matches the email version. Thanks for reaching out. If you do not receive emails from the Association, please reach out to AE at [HOA@aepropertymanagement.com](mailto:HOA@aepropertymanagement.com) or 970-453-2334 and select 3.

Please also note that if you have an emergency or an item urgent or time-sensitive, please press 5 for 24/7 service, and you may reach AE Accounting Department by selecting 6.

#### E. Review and Approval of Minutes

##### i. February 22<sup>nd</sup>, 2020, Annual Homeowner Meeting

The 2020 Annual Meeting minutes went out to owners for review.

Motion for approval of minutes by Marie Robb; Stewart Fontaine seconded. Passed unanimously.

#### F. Online Election Process Review

Brett Gunhus pulled up a web election form on GoToMeeting (GTM). No issues or complaints about the process itself. The election was announced eight days ago with three seats up for election and four nominees.

He also advised the election is still live through midnight after the meeting in case someone did not receive the information because of a contact information issue. Owners can place up to three votes.

Marie Robb stated she had called about four property owners not receiving the ballot, and she informed AE that it went out only by email. Braddock Hill has 32 lots and was distressed four were missing. Need to pay attention to this.

She is working on putting together a directory so if an owner is interested, give her their information. Barb Calvin and Fred Menzer had made directories in the past, but the attorney recommended not to do it previously and advised to go through Brett or Steven (AE) to send out group messages, but Board is unsure why. Delahoz family has a Facebook for all of Highlands too.

Brett Gunhus advised that if someone reaches out to AE, we will pass along the information, but AE does not give out info for privacy. But if there was an informal opt-in list AE would not manage it. That is fine but wouldn't be for official HOA communication.

Brett also said AE checks the contact list before communications go out, but sometimes there can be issues with the list. This is why AE does an audit on the contact lists, but AE will change how the audits are done to ensure this does not happen in the future for email addresses, but the information was also mailed to cover anyone without an email address listed.

Fred Menzer recognized two losses in the community. Jim Ross in mid-January and Ann Bax in mid-December.

Fred also noted there had been no issues with short-term rentals for the year.

## **II. Policy Review**

### **A. Dead, Downed, and Diseased Tree Policy**

The policy was effective in enforcing in 2019, a lot of lots cleaned up. Mitigation for fire risk and liability for owners and also cleaned up Association. Fire mitigation is ongoing, and AE asked owners to reach out if they see leaning or downed trees with pictures and addresses. AE will reach out to owners and can recommend contractors.

Steven Frumess noted the lodgepole pines can have bud scale, pine beetle, and mistletoe. If owners want to be surveyed or their trees are looking sickly, AE can recommend arborists to inspect. Owners also may need to do weed eradication.

Brett and Steven spoke about the Summit County chipping program and asked owners for a big push to do their trees before the chipping program. Steven noted previously done twice a season, last year just Spring. AE will send out information on the program as soon as published.

Fred added that Red White and Blue will come out to walk the property with owners for fire mitigation recommendations and it is free.

Bruce Johnson spoke of a lot of dead trees on right and down below road not owned by these owners. County or City was supposed to figure out who it belonged to. Wildfires are one of the biggest dangers. Those would shoot uphill and would like to see those cleared out.

Fred said it was unsuccessful. Three owners on the west side pushed the Town of Breck property. Looks like stacked deadwood is ready for the fire. Jack Lennox, Stewart Fontaine, Town, County, and Red, White, and Blue walked the area. That property should be cleaned up. Town provided a report saying that it was not a problem, and they are not addressing it. Town owns strip above flagpole and below the road, then County open space. Ongoing discussion and will try. Board hasn't gotten a bid on what it would cost to clean up, which could be very expensive, but ongoing concern, commit to trying to get something done. Stewart Fontaine added two different forestry experts say it is beyond burning, helps stabilize ground on a steep slope. Sounded like they want it there, but he does not agree with them.

Bruce said doesn't hurt to try to get a bid, so we know the cost. One year later and wood is still there, and nothing has been done.

Steven said AE is happy to assist the board, get contractors for bids, etc.

#### B. Short-Term Rental Rules & Regulations

Board and AE discussed short-term rentals (STR). Board does not believe it necessary at this time to do registration, but AE did ask owners that rent their homes short-term to please introduce AE to their property managers in case there is an emergency or issue reported to AE. Most owners of STR do not live in Summit County and their property managers can respond easier and faster.

#### C. Update on Town's Traffic Speed Study

Fred spoke about ongoing concerns by owners about excessive speeds or running of stop signs in the Highlands. Representatives of all four Highlands Boards met with the Town. The town did a baseline study at six locations. Contractors were brought up as a concern, along with renters. Unsure what the Town will do.

Nathan Cafferky said he typically leaves before sunrise and finds many people walking their dogs and no one wearing reflective clothing. These are visitors that get angry with drivers, though drivers cannot see them until right on them.

#### D. Parking Policy

AE asked all owners to clarify with their property managers that parking is not allowed on Town roads. Contact AE if there are issues, especially if someone is blocking a driveway.

Stewart wanted to know if this applied to contractors also and Fred noted the Design Guidelines specify where contractors are supposed to park.

### **III. Financial Update**

#### A. Review FY2020 Financials

Robin Dew (AE) provided a summary of 2020 financials and stated there were some overages, but they were offset by savings in other areas. The Common Area Maintenance did go over due to the installation of a poop bag dispenser and flagpole. Overall Association in good financial standing.

Fred mentioned a moose killed a chokecherry tree and it can be replaced for around \$1100.

#### B. Review Proposed FY2021 Budget

Robin Dew provided a summary on the Board ratified 2021 budget noting:

Dues staying flat

Common Area Maintenance was brought down. Have Neils Lunceford contract in the budget already. The storage unit is new on the budget.

Association will run net zero as the want for nonprofits.  
Healthy 28k in retained earnings.

i. Review Operational Expense Budget Items and Dues

C. Sales Update

Only one sale occurred – 38 Highfield built-in 2012. Sale price \$1,625,550. \$545 a square foot, 3,140 sq foot total.

32 total lots, no homes under construction, and 2 lots remaining. 30 homes completed. Avg 4,985 sq ft.

Fred advised there is one currently in the review process.

**IV. Open Forum**

Miriam Zahn introduced herself as living at 643 Highfield Trail. Lives in New Jersey. Used to have a place at beginning of Highfield Trail. Excited to come to the neighborhood. Brett suggested she reach out to Marie Robb to get connected or feel free to reach out to AE.

Brett reminded owners about the election and said results should be available later next week.

**V. Adjournment**

Meeting adjourned at 12:09 pm.