

THE HIGHLANDS

HIGHLANDS GOLF COURSE

2022 ANNUAL HOMEOWNER MEETING AGENDA

Saturday, February 19th, 2022 – 3:00 PM MST

Virtual via GoToMeeting

Highlands Golf Course Board of Directors

- Maureen Lawer
- Roger Damle
- Betsey Beckman
- Rob Miles
- Tim McKennie

Alpine Edge Representatives

- Steven Frumess – General Manager
- Brett Gunhus – HOA Manager
- Robin Dew – HOA Accountant
- Jessica Martin – HOA Administrator
- Kimberlyn Bryant – HOA Administrator

AGENDA

I. Welcome

A. Roll Call; Determine Quorum

A quorum was met between a combination of homeowners present at the meeting and those represented via proxy. The meeting was also attended by the Alpine Edge Management team listed above. Rob Miles. made a motion to call the meeting to order at 3:04 pm.

B. GoToMeeting Protocol Review

Brett Gunhus announced the 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 discuss any topics that were not on the agenda.

C. Confirm Notice of Meeting Delivery

Brett informed the owners that the Notice of Annual Meeting was sent via email on February 2, 2022, and the physical copies of the Annual Meeting Packet were sent out to all owners via USPS on February 3, 2022.

D. Introduction of Board and Management

Brett Gunhus provided Alpine Edge's contact information. The best methods of communication for owners are via email at HOA@AEPropertyManagement.com or phone at 970-453-2334. Please contact Management through these channels for any questions, concerns, or emergencies. Brett also introduced the Alpine Edge Management team and the sitting Highlands Golf Course Board of Directors.

E. Review and Approval of Minutes

i. February 13th, 2021, Annual Homeowner Meeting

Brett informed owners that the 2021 Annual Meeting Minutes were provided via email and can also be found on the Association's website. Rob Miles made a motion to accept the minutes as written, which was seconded by Betsey Beckman, and it was unanimously approved by the community.

F. Online Election Process Review

Online election notice was sent out to all owners through email. The election will run to midnight on Thursday, February 24, 2022. Right now, it is a contested election. Results will be reported early next week. The only way to place a vote is through the online ballot. Many owners have submitted their Proxy and their votes would be placed through that process.

II. Financial Review

A. Review FY2021 Financials

Overall, it was a year of savings for the Highlands Golf Course. The only major overage was in Firewise as the association participated in the clubhouse event in 2021 but this will not occur again in 2021. A fine collection from New West Partners paid for the association's legal expenses and all other expenses came in right on-budget or under with Common Area maintenance being a major saving.

All these savings and income from several sales represented a net income of \$16K.

B. Review Board-Adopted FY2022 Budget

i. Review Operational Expense Budget Items and Dues

Dues for the Association are being lowered to \$75 per property for the year. Given the net income from 2021, retained earnings are now sitting at approximately \$42K, and both management and the Board feel this should be reduced to historical levels.

Overall, the Association will be running at a \$12,700 deficit with the only operational expense increases coming in postage & management fees. Management fees are guided by CPI published on Nov. 21 at 6.5%, which has now been reported as 7.1% but AE used the Nov numbers to guide the budgeting process. All other line items have been kept flat to last year or reduced. Legal has been halved as there should be less legal discussion in 2022. Lastly, the association will enter 2022 with \$42,000 in retained earnings and if items come in on budget this should be reduced to approximately \$30K.

There was a motion to approve the 2022 budget by Lori Collier seconded by Tim McKinnie.

III. Policy Review and Other Business

A. Short-Term Rental Registration

An STR registration form is required to be filled out and submitted yearly. This gives AE all owner's rental management contact information, so they know who to contact in the case of an emergency. Owners should also provide their rental management companies with the Good Neighbor Policy so that all renters are aware of the rules of the Association. An STR form will be sent out to all owners early next week and should be returned to AE by March 1st, 2022. AE will follow up with everyone who had a license for updated information.

B. Wildfire Mitigation

i. 2022 Lot Survey

Wildfires in Colorado have been more prevalent than ever. The Board has been working with management to remove any fuel for potential wildfires in the area. AE received two bids for a full survey of the 263 lots in Highlands Golf Course, which will be reviewed by the Board. The goal is to be as prepared as possible throughout the Association. The more owners that participate the better the community is as a whole. Rob Miles informed the owners that the neighboring HOAs are interested to continue the work they started in 2020 and 2021 regarding fire mitigation. An owner took issue with this being mandatory, explaining that he felt he would not have any trees left in the years to come due to Red, White, and Blue taking down too many trees. Betsey disagreed and informed owners that Red, White, and Blue came out to her lot and advised her to take down lodgepoles, which act as Roman Candles when on fire. She has replanted different types of trees that are great for fire mitigation.

There were concerns from new owners regarding the dead tree violations incurred by the previous owners and the precedent that has been set for the new owners to have the trees removed promptly.

ii. Curbside Chipping Program

The Summit County Chipping Program is something that all homeowners should take advantage of this year due to it being an excellent way to dispose of slash free of charge. This year's chipping program is planned for the summer of 2022. AE will reach out to all owners when this is set to happen so there is sufficient time to get the slash pile put together.

iii. Noxious Weeds

Owners should remove any noxious weeds found in their lots to prevent seeds from spreading to neighbors and to help mitigate the home and the association for fire prevention. Some examples of noxious weeds are False Chamomile and Canadian Thistle.

Any owners interested in the noxious weed removal can rent sprayers from Summit County to help get rid of the weeds.

C. Design Review and Construction Update

D. Sales Update for Highlands Golf Course

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

5 Sales

- 853 Gold Run Rd – Built in 2006
- 984 Gold Run Rd – Built in 2006
- 858 Fairways Drive – Built in 2015
- 1231 Gold Run– Built in 2005

- 718 Tiger Rd – Built in 2018
 - Average number of bedrooms = 4.4
 - Average number of bathrooms = 4.5
 - Average sale price = \$2,467,000
 - Average price last year = \$1,595,000
 - Average price per square foot = \$563.93
 - Average square feet = 4,708.00

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

- o 257 Lots within Highlands Golf Course POA
 - Seven (7) Homes in Design Review
 - Seven (7) Homes under construction
 - 221 Homes Complete/Final Release
 - 22 Lots Remaining
 - Average Square Footage = 4,651 SF

IV. Open Forum

There was a question regarding on-street parking. Steven informed owners that there is a Town ordinance that no street parking is allowed; however, there are exceptions. Owners may contact the Town for a temporary permit that will allow street parking for up to four hours.

Steven went over emergency situations and reminded owners that AE has an on-call employee 24/7 to help with any emergencies.

Rob Miles offered his thanks to the 2021 Board members.

Brett reminded owners of the election process and introduced the nominees for the Board.

V. Adjournment

Motion to adjourn was made by Rob Miles, which was seconded by Bestey Beckman. All were in favor. The meeting was adjourned at 4:38 pm.