

THE HIGHLANDS

at Breckenridge

2025 ANNUAL HOMEOWNER MEETING MINUTES

Saturday, February 15, 2025 – 3:00 PM MST

Virtual via GoToMeeting

Highlands at Breckenridge Board of Directors

- Jim Brook – President
- Jeffrey Maltzman – Vice President
- Jay Beckerman – Treasurer
- Elaine Collins – Secretary
- Jeffery Rush – Member at Large

Alpine Edge Representatives

- Erik Keefe – HOA Manager
- Steven Frumess – Alpine Edge General Manager
- Kyle Gorman – HOA Accountant

AGENDA

I. Welcome

- Roll Call; Determine Quorum
 - A quorum was met with at least 20% of homeowners in attendance or represented by proxy.
 - Jim Brook called the meeting to order at 3:02 p.m.
- Introduction of Board and Management
 - The current Board and Management team were introduced to homeowners.
 - Election Process Review (*5 seats; 1-year terms*): Erik informed homeowners of the election of five homeowners to serve one term on the Board of Directors.
 - This is an uncontested election with five nominees for five positions.
- Review and Approval of 2024 Annual Meeting Minutes
 - **Motion:** Jeffrey Maltzman motioned to approve the 2024 Annual Meeting minutes, which Jay Beckerman seconded, and the motion carried.

II. Financial Review

- Review of FY2024 Year-End Financials
 - Balance Sheet Summary
 - As of December 31, 2024 operating bank account had \$33,454
 - Investment accounts with Edward Joens had \$66,266
 - CCDs reflect the refundable construction compliance deposits less any fees and fines when a project is complete
 - Income Statement Overview
 - Grounds and landscaping-unfavorable to budget primarily due to leafy spurge spraying
 - Investment interest earned was \$2861
 - Total net income for 2024 is \$2604
 - Transfer fees are collected by the Association when properties are sold.
 - The design review income is linked to the credit of design review fees concerning the ongoing construction project mentioned earlier in the balance sheet summary.
 - 2024 Expenses Breakdown:

- General Repairs and Maintenance over budget due to repainting the sign at Highway 9 and Tiger Road.
- Grounds and Landscaping included annual maintenance and perennial planting for 2024.
- Significant reduction in water expenses; details to be provided in the 2025 budget due to updated billing procedures.
- Legal Fees are favorable, with no major costs incurred.
- Design Review Administration expenses are favorable as new processes are being implemented.
- Meeting expenses under budget due to logistical challenges from the busy holiday season.
- Storage costs are reduced as design review files are stored for free at Highlands Park.
- Investment income totaled \$816.
- Total net income for 2024 resulted in a deficit of \$18,229.
- Review Board-Adopted FY2025 Budget
 - Budget dues were increased from \$150 to \$175 to return to 2019 rates due to higher expenses (primarily insurance and design review).
 - Fire mitigation efforts were budgeted at \$1,000 for 2025, focusing on the “first five feet” best practice.
 - Alpine Edge Management fees are just under \$15,000, the lowest rate available for the HOA.
 - There is potential for a minor surplus at the end of 2025
 - Tom Hokel suggested including a glossary of budget terms to avoid confusion in future meetings.

III. Policy Review

- Town of Breckenridge Dark Sky Policy
 - The town's lighting code, implemented in 2007 to reduce light pollution, has a compliance deadline of July 1, 2025, due to concerns from multifamily HOAs.
 - Light pollution adversely affects human health, wildlife, and plant ecosystems, leading to declining insect populations.
 - Reducing lighting can save energy costs, as it accounts for 17-20% of global electricity use.
 - Residents are encouraged to retrofit existing lights with dark sky shields; information and samples are available.
 - Upcoming Events: One at the Rec Center on March 17 and a snowshoe event on March 28 with experts from the Nordic Center.
 - The HOA is focusing on light regulation, with enforcement policies and fines for non-compliance, and is working with residents for solutions.
 - Strategic replacement of streetlights is ongoing, including negotiations on Excel-owned lights.
 - Discussion on motion-activated lights; the council is supportive but emphasizes downward-directed illumination.
 - Community Concerns:
 - Emily Miller raised concerns about a specific Xcel streetlight, while Julia noted challenges in negotiating pole purchases. Retrofit options for town lights are

unavailable, and the town is in ongoing communication with Xcel Energy. There are plans to retrofit buildings and lights over the next five years.

- John Breckenridge expressed concerns about lighting impacts from the rec center and police department; retrofitting was planned over five years.
 - John Gosch questioned spending and statistics related to light pollution impacts; Julia referenced studies from Sky International.
 - Rick O highlighted concerns about lighting from development projects, particularly concerning compliance with town regulations; confirmed base areas are within town limits and must comply.
- Short-Term Rentals & Annual Registration
 - Residents should keep Alpine Edge updated on any changes to their rental management contact information for quicker issue responses. A rental registration form reminder will be sent out yearly; updates can be provided anytime.
 - Licensing has reduced disruptions from short-term rentals, with most residents following Good Neighbor Policies.
 - Frequent issues with short-term rentals include trash, noise, and parking.
 - Residents can contact Alpine Edge or Jim Brook for ongoing concerns; a 24/7 town complaint line is also available.
 - Tom Hokel noted the correct police dispatch number is 6800, not 8600, as stated in the 2024 minutes. Alpine Edge will make this correction to the minutes.
 - Design Review Process
 - In the past couple of years, the HOA has worked to make the design review process more accessible and timely.
 - Any exterior changes to your home or land must be reviewed by the design review committee.
 - Homeowners are encouraged to contact Jim Brook via email at jimbrook22@gmail.com or phone at 970-409-8995 for free inquiries.
 - The design review board adopted the town's preferences for Dark sky-compliant lighting fixtures.
 - Forest Health & Fire Mitigation
 - A recent email to owners held an attachment from Red, White, and Blue regarding efforts to reduce wildfire risk in our neighborhood, emphasizing the "fire-free five," which refers to the first five feet around your home that can significantly impact its survival in a wildfire.
 - Homeowners were encouraged to participate in fire safety measures, including tree thinning.
 - A pilot project for fire mitigation has been initiated in the neighborhood, with property inspections after work completion.
 - Matching funds may be available but are secondary to fire safety.
 - Contact the Highlands Breck POA for more information.
 - Tree Removal Policies
 - Homeowners are required to request a brief informal visit and email confirmation before tree removal.
 - The town must fill out a permit, including a sketch of tree locations.
 - Unauthorized clear-cutting may result in fines.
 - Firewise Program Details:
 - Fire safety zone categories: Immediate (5 ft) and Intermediate (5–30 ft).

- A 10–12-ft crown distance should be maintained between trees when thinning lodgepole pines.
- A chipping program is scheduled for summer, typically running from late May to early August.
- Previous successful thinning projects were completed with town staff approval.

IV. Open Forum

- Road Maintenance Concerns: Bushes along Highlands Drive may pose a hazard to vehicles. Trimming is planned annually.
- Neighborhood Directory: Encouragement to participate in the open directory for neighbors to connect. The directory is located on AppFolio and is only available to owners.
- Highlands Drive Road Widening:
 - A proposal to widen the road for safer cycling and pedestrian access.
 - The issue has been discussed with public works and engineering but is deemed unfeasible due to the current slope and retaining walls.
 - Alternatives such as signage for cyclists and pedestrians may be explored.
- Traffic & Safety Concerns
 - Suggestions to consider removing or repurposing the median on Highlands Drive were discussed.
 - Discussions with the Planning Commission and Planning Department emphasized the importance of retaining screening below the retaining wall.
 - Potential safety concerns raised about the berm during winter months.

V. Adjournment

- The meeting adjourned at 4:18 p.m.