THE HIGHLANDS

HIGHLANDS PARK POA

2026 ANNUAL HOMEOWNER MEETING MINUTES

Saturday, February 21, 2026 – 11:00 AM MST

Virtual via GoToMeeting

Highlands Park POA Board of Directors

- John Hugo – President - 2026
- Dennis Hicks – Vice President - 2027
- Paul Krummen – Treasurer - 2027
- Joe Henderson – Secretary - 2026
- Scott Lindblom – MAL - 2027

Alpine Edge Representatives

- Erik Keefe – HOA Manager
- Jessica Martin – HOA Dir. Communication

I. Welcome

A. Roll Call; Determine Quorum
   i. John Hugo called the meeting to order at 11:02 a.m.
   ii. Quorum met with at least 20% of owners in attendance or represented by proxy.

B. Introduction of Board and Management
   i. The Board members and management team were introduced to the owners.

C. Review and Approval of 2025 Annual Homeowner Meeting Minutes
   i. **Motion:** Paul Krummen motioned to approve the 2025 Annual Meeting Minutes, which David Niedelman seconded, and the motion passed.

II. Financial Review

A. Review FY2025 Financials
   i. Erik Keefe presented the financial summary for fiscal year 2025.
   ii. Operating & Investment Balances (as of December 31, 2025)
      1. Operating Cash Balance: $15,589
      2. Investment Accounts: $84,056 (three CDs and one money market account)
   iii. Construction Compliance Deposits were explained as refundable deposits held during construction and design review processes and returned upon project completion.
   iv. Over-budget categories included:
      1. Grounds and landscaping
      2. Accounting
      3. Taxes
      4. Insurance
   v. Estimated Operating Surplus: $7,159
   vi. Investment Income: $2,535

B. Review Proposed FY2026 Budget

i. General repairs, fire mitigation, and several administrative costs were kept flat or reduced.
ii. Increases occurred in accounting, taxes, insurance, meeting expenses, and management fees.
iii. The budget reflects a planned operating deficit supported by retained earnings and reserves.
iv. Annual dues remain $180 per unit per year.
    1. Payments may be made through AppFolio or by mailed check.
v. The Board emphasized the association's goal of operating as a non-profit while maintaining adequate reserves rather than accumulating excessive funds.
vi. Financial Planning & Risk Considerations
    1. Discussion included potential future expenses such as:
        a. Legal matters
        b. Environmental concerns
        c. Tree removal related to pine beetle impacts
    2. The board expressed the goal to maintain approximately two years of operating expenses in the retained earnings account.
vii. Water Billing Update
    1. Ongoing discussions continue with the Town of Breckenridge regarding water billing and metering for Allen's Park.
    2. The Town has not yet implemented correct billing systems.
    3. Water expenses remain historically low.
    4. Alpine Edge continues proactive communication and documentation with the Town.

III. Other Business

A. Community Maintenance Responsibilities
    i. Clarifications were provided regarding maintenance responsibilities:
        1. Homeowners maintain individual lots.
        2. Private cul-de-sac road maintenance is shared among adjacent homeowners.
        3. Private road signs are the homeowner responsibilities.
        4. Streetlights are primarily maintained by the Town, with some owned by Xcel Energy.

B. Policy Review
    i. Dark Sky Ordinance
        1. Enforcement began January 1, 2026.
        2. Compliance questions should be directed to Town resources.
    ii. Rental Management Contacts
        1. Owners were asked to keep Alpine Edge updated with property manager contacts to improve response times.
    iii. Good Neighbor Policy
        1. Owners should share community expectations with guests and renters. Alpine Edge maintains a 24/7 emergency contact line, and the Town offers a short-term rental hotline for escalated concerns.

iv. Community Directory
    1. An opt-in homeowner directory is being developed. Participation will require owner consent to share contact information. Details will be distributed in a future newsletter.
v. Fire Mitigation & Safety
    1. Wildfire mitigation best practices include:
        a. Maintain a non-combustible five-foot perimeter around homes.
        b. Clear debris regularly.
        c. Trim grasses within 30 feet to under six inches.
        d. Clean roofs and gutters annually.
        e. Avoid flammable landscaping materials.
    2. Free property inspections are available through the Red, White, and Blue Fire District.
    3. Owners were encouraged to submit mitigation documentation to support annual Firewise certification.
vi. Tree Removal Policies
    1. Dead, downed, or diseased trees may be removed without approval.
    2. Healthy standing tree removal requires Town permitting and POA approval.
    3. Immediate removal near structures (within five feet) is generally allowed for safety.
    4. Policies aim to prevent clear-cutting while addressing fire risk.
vii. Chipping Program
    1. Scheduled July 20–24.
    2. Guidelines for pile size and preparation must be followed to avoid additional costs.

C. Market Update
i. Community real estate activity over the past year included:
    1. 23 property transactions:
    2. 20 single-family homes
    3. 2 vacant lots
    4. 1 partial ownership sale
ii. Highest sale: $5.5 million
iii. Average sold price: $862/sq ft
iv. Average days on market: 75 days
v. Sellers negotiated less than 5% off the asking price on average.

D. Design Guidelines and Procedures
i. All exterior modifications require prior POA approval.
ii. Multiple review tiers exist depending on project scope.
iii. Repainting with identical colors requires notification.
iv. POA approval does not replace Town approval.
v. Improvements must remain within the disturbance envelope to preserve natural landscape areas.

IV. Election

A. Election Process Review *(2 seats; 2-year terms)*

i. The incumbent Board members volunteered to serve another term on the Board. There were no other nominations.

ii. John Hugo and Joe Henderson were re-elected by acclamation

V. Open Forum

A. Community Issues and Owner Discussion Topics discussed during the open forum included:

i. Road safety concerns and reflector placement

ii. Snow-plow turnaround conditions

iii. Reporting streetlight outages

iv. RV and Sprinter van parking policies

v. Consistency of rules among neighboring POAs

vi. Golf course concerns, including noise, behavior, and communication

vii. Split rail fence maintenance (golf course responsibility)

viii. Potential neighborhood social event planned for July 8

VI. Adjournment

A. The meeting adjourned at 11:57 a.m.