



**The Shores at the Highlands Annual Meeting
Annual Meeting Minutes
December 19, 2013**

Call to Order

The meeting was called to order at 4:00 PM on December 19, 2014 in the meeting room of the Alpine Bank In Frisco, CO.

Role Call

Homeowners in Attendance:

Unit 209 – Kevin and Jill Fitzgerald
Unit 211 – Dan and Julie McNerney
Unit 239 – Steve and Suzi Fay
Unit 295 – Jim Vanderhout
Unit 308 – John and Meagan Vanderlaan
Unit 317 – Larry Willhite and Elaine Gelvin
Unit 344 – Brent and Jamie Johnson
Unit 312 – Harold Matous

Homeowners in Attendance by Proxy:

Unit 279 – Paul Burchfield to Kevin Fitzgerald
Unit 299 – Andy Andrews to Dan McNerney
Unit 313 – Wes and Debbie Campbell to Kevin Fitzgerald
Units 138 – John Wilt to Brian Muszynski
Unit 345 – Jerry and Cheryl Osborne to Larry Willhite
Unit 288 – Jerry and Joyce Gray to Larry Willhite
Unit 310 – Phil and Heidi Marin submitted their ballot

Others in Attendance

Gary Nicholds, Basic Property Management
Eric Nicholds, Basic Property Management
Brian Muszynski, Meriwether Companies – developer and HOA Board Member

In Attendance by Phone

Garrett Simon, Meriwether Companies – developer and HOA Board Member
Unit 288 – Jerry and Joyce Gray
Unit 313 – Wes and Debbie Campbell

Confirmation of Quorum

Proof of quorum was established.

Proof of Notice of Meeting

The Annual Notice was mailed December 8, 2014.



Introductions

Meriwether introduction Garrett Simon.

Board members were elected prior to the meeting by a board resolution that removed the previous developer seats with the new developer. The two developer seats are Garrett Simon and Brian Muszynski and the homeowner seat continues to be Larry Willhite.

Garrett notes the board has approved the 2015 budget and it is now up to be ratified by the homeowners.

Financial Review and Ratification of 2015 Proposed Budget

Review of budget:

1. Larry presented the budget and discussed some of the items such as landscaping and water and sewer are projections with the hope that numbers will be within that budget
2. There is also a one-time legal line item this year for the new HOA documents and for the first time the budget will also include a 10% contingency
3. The dues will be \$275 which is a reduction from last year of \$325 due to having a new property management company and having a new insurance policy that provides more appropriate coverage.
4. Gary Nicholds, the new property manager will be working on confirming the reserve amount as he takes over the financials from the previous management company
 - a. \$5,000 out of the total 2015 budget will be going towards the reserve
5. Previous budget from the last property management company was scheduled to go up to \$375, but the board decided to bring in a new company that was more right sized for this type of community and charged less administrative fees
6. Note about the one-time legal fees for the new HOA documents
 - a. Developer is capping the HOA contribution to \$5,000 and projects the total cost to be \$20,000 of which the remainder will be paid for by the developer
7. Brief discussion about why the board decided to change the HOA documents from the previous developer and incur this cost
 - a. The previous documents were written to where the HOA operated more like a condo building than a collection of duplex homes
 - b. The HOA documents contemplated that the HOA would collect dues and a reserve to pay for everyone's roof maintenance and siding maintenance
 - i. In actuality the reserve would not be able to sustain this amount of cost and assessments would happen in addition to these higher dues
 - ii. HOA documents will now be such that maintenance will be required and monitored by the HOA, but will be the homeowners responsibility on a designated maintenance schedule
 - c. Insurance – previously the documents were such that the HOA was carrying an expensive insurance policy that did not provide true coverage
 - i. Going forward homeowners will be required to carry their own insurance policy which in the end will provide better coverage and be less expensive to the homeowners
 - d. Budget is built based on projected costs, having some amount to go into the reserve, and provide a contingency



- e. Next season there will be six more homes coming on line to pay dues which will help the budget for 2016 budget planning

A vote was held with the proxy's and people in person. All 15 votes from the homeowners unanimously approved the 2015 budget.

See Attachment 2015 Proposed Budget

Approval of the Amended and Restated Declaration of Covenants, Conditions and Restrictions for The Shores at The Highlands Association, Inc., new Bylaws for The Shores at The Highlands, new Rules and Regulations for The Shores at The Highlands Association, Inc., and new Amended and Restated Articles of incorporation for The Shores at The Highlands Association, Inc.. Collectively these are referred to the HOA Documents.

1. Revision of previous documents that reflected a condo building and one more appropriate for a planned community
2. Allow for the ability to make revisions to the budget
3. Kevin provided a summary of the HOA documents addressing ownership and insurance which goes into effect 1/1/15 and suggested all homeowners provide Gary a copy of insurance certificate
4. HOA is in charge of garbage, landscaping, and plowing as a basic function
5. New documents are written to comply with the Colorado HOA Act
6. Discussion over land ownership for each homeowner and whether it is the land under the building and 4' out or the plat
 - a. The board will provide a formal explanation at the next meeting
7. Driveways are part of the common area that is set forth from the developer to each homeowner for their use and will be deeded over to the HOA upon completion of the development
8. HOA will be maintaining all basic landscaping services and the homeowner can request additional services from the landscape company the HOA hires.
9. Developer has plans to enhance the berm area, replace monument sign, and landscape 3 lots (6 homes) this year
10. Discussion about lighting
 - a. Currently there are three light poles installed without power
 - b. Board has discussed removing these light poles as they don't provide a lot of light and has the possibility of shinning into people's homes

A vote was taken and 14 out of 15 homeowners voted to approve the HOA documents. The documents have since been recorded with the state

Report of Developer

1. Three lots are under construction with 6 homes
 - o Two of these homes are pre-sold
 - o One lot is on the river and two are on the south side of the site
 - o Units will all be finished and turned over this summer
2. Landscaping

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- Last season site cleanup of dirt piles and filling in the grading of the site was the priority
 - Monument sign is being fabricated and installed in the first quarter of 2015 and will have lighting
 - 2015 will focus on the berm area and general landscaping
3. Owner referral program
- If a current owner brings someone to purchase a home and they close, the developer is offering an incentive of 1-yr of HOA dues for the current homeowner should they bring someone to the community that closes and also offer a 1-yr HOA incentive to the new buyer.

Report of Management

1. Introduction of Gary Nicholds, Basic Property Management

Adjournment

The meeting was adjourned at 5:30 PM.

Next quarterly board meeting will be scheduled for April 2015

