

# The Shores at The Highlands

P.O. BOX 4844 • Dillon, CO 80435  
TELEPHONE: 970.668.0714 • FAX: 970.468.069

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## **December 2025 Newsletter**

Your Homeowners Association (“HOA”) Board would like to use this newsletter to update you on recent and upcoming activity and remind you of the HOA services and your homeowner responsibilities.

### **HOA Annual Meeting**

Please plan to attend the virtual **HOA Annual Meeting on December 30, 2025, at 3 pm MST**. At this Zoom meeting, we will provide an update on the community improvements, the HOA's financial condition, and ratify the 2026 Budget. We will also elect a homeowner to fill an open Board position.

### **2026 Budget and 2025 Financial Condition**

The 2026 Budget, along with the YTD 2025 financial results and balance sheet as of November 30, 2025, are included in the Annual Meeting materials. We will again have no increase in our monthly dues despite the ongoing workforce and inflation challenges experienced by our contracted service providers. The Owners will be asked to ratify the 2026 Budget at the Annual Meeting.

In 2025, we performed the following improvements or maintenance:

- Filled in cracks and resealed the surface on HOA owned Red Quill Lane (last sealed in 2021).
- Enhanced the river trail steps over the dredge rocks that access the northern open space.
- Removed tree stakes for the established aspen trees.
- Provided community-wide mows every two weeks for a consistent and well-maintained look.

In 2026, the planned improvements and maintenance includes:

- Refresh crushed stone on the river trail and perform trail maintenance.
- Paint the trash and recycling building (last painted in 2022).
- Provide community-wide mows and trimming every two weeks.

### **HOA Director Election**

At the Annual Meeting, we will elect an Owner to fill an open HOA Board position. Per our Bylaws, our HOA Board is comprised of three homeowners with staggered three-year terms. Tom Patch's three-year term expires at the end of 2025 and he has agreed to stand for re-election. Please use the Board Nomination form in the Annual Meeting materials to nominate a homeowner to fill this position.

### **HOA Governing Documents**

To comply with recently enacted Colorado HOA legislation, we adopted a new Collection Policy (posted to the HOA's website along with other governing documents). We are in the process of updating the HOA's existing Rules and Regulations to be consistent with our current Common Area assets and HOA provided services, and to address or clarify certain relevant topics. In addition, we have evaluated and refreshed the required Reserve Study to ensure Reserve funds will be available when needed.

## Community Improvements and Areas of Focus

Highlighted below are several community improvements and focus areas.

### Property Improvements and Modifications

While it's great that homeowners are pursuing additional investments in their property, remember that all exterior alterations or improvements require advance approval by the HOA Board. Such improvements or modifications include solar panels, swallow mitigation, driveway resurfacing and repairs, patios, outdoor kitchens, firepits, landscape and hardscape barriers, awnings, changing paint and stain colors, sheds, and other visible additions or changes. When submitting your proposal, please provide schematics, design plans, pictures, or other information to assist the Board's evaluation and approval. The HOA strives to maintain the high-quality appearance of our community and minimize adverse impacts on neighboring homes.

### River Trail

A refresh of crushed stone will be added and other river trail maintenance performed in Summer 2026. As a reminder, full river access within The Shores is open to all homeowners and their guests.

### Trash and Recycling

The trash and recycling building has an enclosed metal trash dumpster for household trash and bins for recyclable items. Please take the time to separate the allowable recyclable items from household trash. We continue to experience periodic contamination of our recycling bins with bagged items and household trash resulting in the HOA being charged an additional contamination fee. In addition, cardboard boxes and other recyclable items are inappropriately being placed in our dumpster.

Thanks for helping keep clean and making the effort to properly use our HOA trash and recycling building so we can reduce the volume going to the landfill and recycle responsibly. Please inform your guests and renters of our recycling and trash protocols, which may differ from their home protocols.

Since Summit County's single stream recycling program may differ from your home recycling rules, here is a reminder of the protocols to properly recycle items to avoid contaminating our recycling containers:

- **Brown bin** is for **glass** only (all glass colors accepted).
- **Blue bins** are for clean unbagged **paper, cardboard, aluminum cans, and plastic bottles**.
- **Do not** place any of the following in the recycling bins: bagged items, stained pizza box bottoms or other items with food residue/stains, plastic shopping bags, plastic food packaging or wrapping, household trash, or food waste.
- Large boxes should be broken down and stacked against the rear inside wall.

Pickup schedule: Trash – twice weekly; Blue bins – once weekly; Brown glass bin – every other week.

A graphical post card depicting the proper recycling protocols is available for posting in your Unit as a helpful reminder to you and your guests.

### Solar Panels

Some owners have installed solar roof panels to take advantage of our abundant sunshine and to reduce their electricity bills. The Federal solar tax credit available in recent years expires on December 31, 2025. Pre-approval from the HOA Board is needed prior to installing solar panels.

## Exterior Lighting

In 2025, the Town of Breckenridge (TOB) was certified as a Dark Sky community. As part of this effort, the TOB is enforcing their exterior lighting standards (TOB has indicated that the homes in The Shores are compliant). Consistent with TOB standards, our HOA Rules and Regulations require exterior lighting to be downward directed and not to so bright as to be a nuisance to a neighbor. Decorative lighting is permitted during the winter holiday season between November 1 and March 15 but must be turned off by 8:30 p.m. Please reach agreement with potentially impacted neighbors before installing exterior lighting, including considering the density of tree wrapping and intensity of bulb brightness. Lights that are blinking, flashing, rotating, on a house eave, unfocused on balconies, and uplighting are prohibited. Decorative lighting should be placed on a timer and turned off when away. For more specifics, refer to the Exterior Lighting email to homeowners dated September 29, 2022 (on the HOA's website).

## Swallow Mitigation and Deterrence

We all have observed that the swallows are summer residents in our river community. While beneficial in eating the insects around the river, they leave quite a mess nesting on our houses. The HOA Board has consulted with pest professionals on the habits of the swallows as well as the most effective solutions and the related costs to discourage their nesting under the eaves of our houses. To maintain consistent high-quality appearance of the neighborhood, the HOA Board has determined that the approved swallow mitigation and deterrence solutions available to homeowners include the professional installation of low-cost spike strips under the eaves (painted to match original paint scheme) and dark colored netting from under the eaves (clearly the most expensive option). Professionals have recommended removing the empty nests and installing swallow deterrence prior to their return in the spring. Since the swallows return to the same nesting location, there is no guarantee that they will not move to an unprotected eave or neighboring house. Like other exterior alterations or improvements, swallow mitigation and deterrence solutions require HOA Board pre-approval before installation.

## Information About Your HOA

The intent of the HOA Board to provide basic community services, exercise a simple oversight role, maintain adequate financial reserves for repair and improvements to our Common Area assets, and keep dues low. The Board makes decisions to maintain the high quality of our investments and considers the benefit/impact on the overall community while being aware of the varying individual ownership objectives and home usage. The HOA has engaged Basic Property Management to assist in monitoring and maintaining our community and Common Areas. To keep HOA dues low for the community, individual homeowners need to periodically engage third parties to perform services to maintain their property.

## HOA Contracted Services

The HOA contracts directly or through Basic Property Management for the following services:

- **Snow plowing and shoveling** of driveways, sidewalks to front door, access to mailboxes and the trash/recycling building (generally 4" snowfall minimum).
- **Trash and recycling pickup** (Trash twice weekly; Recycling once weekly; and Glass every other week).
- **Summer landscaping** by Neils Lunceford, including bi-weekly mowings and trims, deep root fertilizing of all trees, winterizing of evergreens, weed control of turf and outlying areas, and berm maintenance.
- **Front flowerbed** gardening near entrance signage.
- **Irrigation system** activation (early June) and deactivation (early October) for each home and repair of winter plow damage. Homeowners need to provide [Kerry@basicproperty.com](mailto:Kerry@basicproperty.com) their garage code and authorization for Neils Lunceford to access to their garage for both the activation and deactivation.

If you have concerns or questions about the landscaping or irrigation services in our neighborhood, please do not call the Neils Lunceford Nursery. Instead, contact Penelope Wood directly at [penelope.wood@neilslunceford.com](mailto:penelope.wood@neilslunceford.com) or call her at (970) 216-7762.

## **Community Website and Owner Account Information**

Basic Property Management uses Village Management Software (VMS), an electronic platform designed to support HOAs. Go to the VMS website (<https://basicpm.vmsclientonline.com>) and use your account number and password to view online your HOA account information, including your current monthly billing statement and payment posting status. You can also generate reports showing your prior billing statements and payment history. Your password protected VMS account also provides access to the HOA's governing documents (Declaration, Bylaws, and Policies), minutes from prior Annual Meetings and Board meetings, the Owners Directory, and other community related information.

You can also find our HOA governing documents, including our Declaration, Bylaws, and Policies along with meeting minutes and other information, on Basic Property Management's website (go to [basicproperty.com](http://basicproperty.com), click Properties, then The Shores at The Highlands) or at [shoresatthehighlands.org](http://shoresatthehighlands.org).

If you haven't already, please sign up to pay your monthly HOA dues via ACH bank drafts. This convenient and easy payment method benefits the tracking of payments through VMS.

## **Owners Directory**

We are required by Colorado HOA law to request your contact information (mailing address, email and cell number). We maintain an Owners Directory comprised of the cell phone number(s) and email address(es) that each Owner designated for us to make available to other Owners. To protect the privacy of our Owners, please do not distribute or make accessible this listing to non-Owners. Please provide any needed changes to [Kerry@basicproperty.com](mailto:Kerry@basicproperty.com) and Larry Abston at [labston@comcast.net](mailto:labston@comcast.net).

## **Nuisance or Code Violations**

You are encouraged to first contact your neighbor to resolve any noise, parking, occupancy violations, trash, pet, or other nuisances or code violations. For short-term rentals (STR), there is a Complaint Hotline for non-emergency issues (submit online at [SummitCountyCO.gov/STR](http://SummitCountyCO.gov/STR) or call the STR Helper hotline at (970) 368-2044). Once a STR complaint is filed, the homeowner's registered agent is contacted and has one hour to respond and resolve the complaint. In addition, you can request Basic Property Management contact the responsible homeowner during normal business hours.

## **Homeowner Responsibilities**

**Landscaping Maintenance** As a reminder, homeowners, and not the HOA, are responsible for replacing trees or flower gardens on their property.

Since the HOA requires lawns to be well maintained, if you have a non-native grass type and/or water your lawn frequently, you may need to arrange for additional mowing's beyond the those provided by the HOA. Neils Lunceford can offer individual homeowners a summer maintenance program to perform additional lawn and flower bed maintenance (go to [www.neilslunceford.com](http://www.neilslunceford.com) to explore the additional types of services they offer beyond the HOA contracted services). To secure expanded summer landscaping maintenance, you should promptly contact Neils Lunceford (via their website by submitting an "Information Request") or other landscapers well in advance since they are quite busy in the short summer season and may experience staff shortages.

**Major Landscaping or Patio Construction Projects** If you are considering a major landscaping or patio construction project, you should seek a design proposal and get on the project schedule well in advance of the summer construction season. Several recent projects have been performed by Neils Lunceford (send an "Information Request" from their website homepage ([www.neilslunceford.com](http://www.neilslunceford.com))) and L&C Landscaping. Remember to obtain HOA Board approval before starting the project.

**Irrigation Systems** Please provide your garage code and garage access authorization to [Kerry@basicproperty.com](mailto:Kerry@basicproperty.com) to activate (early June) and deactivate (early October) your home irrigation system. If your garage is not accessible on the announced service date, you will be charged a fee.

**House Painting** Due to the intense sun exposure we experience, homeowners need to re-stain or repaint the exterior of their house about every five years. Basic Property Management maintains a list of the stain and paint colors for each house and can assist with identifying local painters.

**Driveway Maintenance** Homeowners are responsible for the maintenance and repair of their driveways (including seal coating and filling cracks), regardless of driveway length or whether on Common Area property or within their property line. It is advised that seal coating and crack filling be performed every three years to protect the integrity of the asphalt. Many Owners had their driveways sealed concurrent with the sealing of Red Quill Lane in late summer 2025. Seek HOA Board approval for materials and repair specifications.

**Homeowner Insurance** Homeowners should maintain adequate property insurance (including your driveway easement) and at least \$1 million of general liability coverage.

**US Postal Service (USPS) Mailboxes** Each residential unit has a numbered USPS mailbox and is registered as a "deliverable address" to receive mail and packages. The mailbox pedestals have separate boxes for small to medium packages, with larger packages delivered to your doorstep.

**Dog Waste Station** A dog waste station is centrally located on Shores Lane. Please use the available bags to pick up after your pet.

**Community Parking** There is no parking on any street in The Shores. Seek HOA Board approval for temporary/short-term event parking on Shores Lane or Red Quill Lane.

**Maintenance Advice or Urgent Needs** Should you have a maintenance, repair or improvement need, you can contact Basic Property Management. They can offer advice on choosing a vendor and how to mitigate an urgent problem. They can also assist individual homeowners with a home emergency for a fee. Basic Property Management can be reached 24/7 at (970) 668-0714.

If you need a service vendor, you can also contact Larry Abston of the Board who has a list of vendors used by Owners for a variety of services.

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Thanks for the opportunity to serve you. Enjoy our beautiful river community in the high country!

The Shores HOA Board

Tom Patch	<a href="mailto:tapatch56@gmail.com">tapatch56@gmail.com</a>	(303) 596-0399
Mike Bauer	<a href="mailto:mbauer@canineortho.com">mbauer@canineortho.com</a>	(719) 337-8701
Larry Abston	<a href="mailto:labston@comcast.net">labston@comcast.net</a>	(281) 799-8159