

# Highland Meadows Homeowners Association

## Annual Meeting Minutes

December 29, 2007

### I. Call to order

**Gene Tomlinson**, Association Vice-President, called to order the annual meeting of the Highland Meadows Homeowners Association at **3:03 pm on December 29, 2007 in the Summit County Senior's Center.**

### II. Roll Call/Sign In sheet

#### **In Attendance:**

Gene & Becky Tomlinson	Don Skotty
Dick & Nancy Savidge	Dennis Hopper
Candace Winkle & David Flanigan	Dave & Jan Leopold
Barbara & Scott Thomas	

Represented by Proxy:      Lot 16 (Warren Hancock)  
   Lot 21 (Laura Steben)

Lots represented by owners plus the two proxies totaled 12, thus we had a quorum. The board members were introduced by Gene and each of those present introduced themselves.

### III. Approval of Minutes from 2006.

Minutes from 2006 were read individually and there was one correction that Candace Winkler should be spelled Winkle. Gene Tomlinson asked for a motion to approve the minutes. Dennis Hopper 2<sup>nd</sup>. Motion Passed.

### IV. Reports-Board of Directors/Treasurer:

- a) **Gene Tomlinson explained the background on the Resolution of the Board of Directors of Highland Meadows Homeowners Association Adopting Policies in order to be in compliance with Senate Bill 05-100 and Senate Bill 06-089.** The Colorado Common Interest Ownership Act known as (CCIOA) was passed in July of 1992. It was significant to Colorado in that it was the first legislation that really talked about Homeowners Associations. Senate Bill 100 was passed on the last day of the 2005 Legislature and most of its provisions amended CCIOA. Senate Bill 89 was passed by the 2006 Legislature and was intended to clean up Senate Bill 100. Both of these bills gave homeowners more rights and required that Homeowners Associations spell out their specific procedures in dealing with homeowners. Thus, at a special meeting of the Board of Directors held on December 14, 2007 the Board of Directors adopted this Resolution. All attendees were

provided a copy of the Resolution. Gene Tomlinson reviewed each part of the Resolution.

- b) **Homeowners Association Website.** Warren Hancock has set up an Association website that has all of our Homeowner Association (HOA) legal documents on it, minutes, budgets, and financial statements from our annual meetings, information on utilities, water and sewer, information on Alpensee Water District, HOA Policies, and Pine Beetle info. When anyone buys or sells a property the realtors can access the website to get required info that must be provided to the perspective buyer. Warren hopes to have the above Resolution on the website by January 5, 2008. **He encourages everyone to check out the web site at <http://web.mac.com/wdhancock>.** We thank Warren for undertaking this project.
- c) **Status of building in the subdivision.** Lots 26, 27, & 15 are building now. Lots 11 & 22 have approved plans. Lot 25, the owner has preliminary plans and is seeking approval to change the building envelope.
- d) **Gene Tomlinson submitted the Treasurer's Report on behalf of Leslie Hancock, our Treasurer.** A couple of noteworthy items on the report were that we received \$6,166 from the County for tree removal and that same amount was paid to homeowners for tree removal expenses. Warren Hancock worked with the County and submitted the paperwork to get our association these funds. **Again, this year Warren was able to get the Association \$5,000 for tree removal. Each owner that has paid for tree removal must submit vendor invoice to our P. O. Box and if you did the tree removal yourself you need to submit hours worked at a rate of \$17 per hour.** The other significant item was that our account receivable on dues was \$4,652.

V. **Proposed 2008 Budget**

The 2008 budget was reviewed. David Flannigan recommended approval. Dick Savidge 2<sup>nd</sup>.

VI. **Old Business:**

**Forest Service Thinning Project-**The contractor doing the work is expected to work through the winter until the work is completed. So far we believe they are doing a good job in that they are not removing all of the trees. It was mentioned that when this project is completed, we need to block the access to these roads.

**Weed Spraying Update-**Nancy Savidge has been the driving force in working with the county weed management program and in getting our association a rebate for buying the equipment. Don Skotty let the association use his Gater so Nancy put the chemical tank on the back of the Gater and was able to spray alongside of the road and some of the open spaces where the weeds were the worst. Nancy explained the whole procedure of spraying and the chemicals used. She also mentioned that she had a backpack sprayer that

could be used in areas where the Gater could not be used. Nancy was the person that got the high school to hire the county weed people to spray their athletic fields and the open space at the South end of the fields. This made a huge impact on killing the weeds and made our sub-division look the best it has looked in years. Gene congratulated Nancy for a job well done.

**Open Space & Possible Purchase from Larry Smith**-Gene explained that there was confusion concerning the Open Space parcels and who owns it. Everyone of the original owners of property in Highland Meadows was under the impression that the open space belonged to the homeowners association. When we checked the tax records it showed that the homeowners association was listed on the tax forms. Larry Smith wanted to sell the open space to the homeowners association which further confused the issue. When we informed Larry Smith that we thought we owned it, he informed us that he had never deeded it over to the association and that he was the rightful owner. When we checked the tax records again, Larry Smith was listed as the owner and he has always paid the taxes on the open space parcels. The two factual things we do know is that Larry Smith is the owner of the open space and that he was required to set the land aside as open space in order to develop the subdivision and to get the density of houses that was finally approved. Your board is struggling with what is the best option for the homeowners association to take to insure that these parcels remain as open space. Don Scotty mentioned that we must find a record that shows his intent to deed back the property to the homeowners association. The question was raised, when was the PUD developed and are there minutes from the PUD development? We are also looking for lawyers that might assist us in this project.

**Mailboxes & Entrance Sign**-Nothing has progressed in this area because we observed the locations we were considering and the amount of snow build-up from the county plow was so great we were not sure that anyone could get access to the mailboxes let alone for the postal people to get access to the boxes. The plow pushes snow almost ten feet from the edge of the road so that the mailbox platform would have to be almost 15 feet from the road. The mailboxes in Farmers Grove do not seem to be affected by the snow. Other suggestions were to look at Larry Smith's commercial site and the water building. The question was raised would we want to also include the houses on Alpanse Road? The board would continue to look for solutions and to get back to the owners on possible alternatives.

## VII. New Business:

**Three Resolutions (Tree Spraying, Tree Removal, & Weed Spraying)**-Gene went over each of the resolutions and explained that the board wanted to continue these activities only if it was clear that the homeowners supported the proposal that the board would contract to have this work done and pay for it with association dues and then bill the homeowner for their specific cost. There were concerns that on some of the lots last year, the tree count was not correct. Other owners wanted the words added that the bill would show the number of trees. Other suggestions were to remove the word annually.

Candace Winkle wanted to insure that the owners were given at least 30 days notice before any trees were removed. Dennis Hopper mentioned in explanation that "we have the authority to act if you don't and we will act and you won't have to". Copies of the three resolutions were provided to each lot owner and they were asked to vote on each of them as a secret ballot. There was unanimous approval on the three resolutions.

**Highland Meadows Water Board**-The water board raised prices on the monthly cost of water for both owners living on the lot (monthly fee \$50) and for vacant lots (monthly fee \$35). Our President, Warren Hancock, is on the water board. Our mil levy is the highest in the county and cannot go any higher. There are two positions becoming available on the water board. We strongly encourage all owners to attend the water board meeting.

**Election of New Directors**-Nancy Savidge nominated Bill Wallace. Don Scotty 2<sup>nd</sup>. Becky Tomlinson nominated Dick Savidge and David Flanigan 2<sup>nd</sup>. There were no other nominations from the floor and since there were two positions and only two nominations we took a show of hands vote which was unanimous.

**VIII. Adjournment:**

**Motion to Adjourn, Don Scotty 2<sup>nd</sup>.**

**Minutes submitted by: Nancy Savidge**

# HIGHLAND MEADOWS HOME OWNERS ASSOCIATION

## PROPOSED RESOLUTIONS FOR ANNUAL MEETING December, 2007

### Proposed Resolution 1 – Tree Spraying

Resolved, the Highland Meadows Home Owners Association (HOA) is authorized to contract annually for spraying the healthy trees of the subdivision and to recover the exact cost of spraying each lot's trees from each of the individual lot owners. Each lot owner will be billed by the HOA for the cost. Each lot's tree spraying cost will be added to the account balance for that lot and be subject to the same fees and interest on overdue balances as any other overdue balances.

### Proposed Resolution 2 – Tree Removal

Resolved, the Highland Meadows HOA is authorized to contract annually for the removal of dead and infected trees of the subdivision and to recover the exact cost of each lot's tree removal from each of the individual lot owners. Each lot owner will be billed by the HOA for the cost. Each lot's tree removal cost will be added to the account balance for that lot and be subject to the same fees and interest on overdue balances as any other overdue balances.

### Proposed Resolution 3 – Weed Spraying

Resolved, the Highland Meadows HOA is authorized to contract annually for the spraying and removal of noxious weeds in the subdivision. The costs will be paid from the HOA checking account with the revenues generated by homeowner's annual dues.

# HIGHLAND MEADOWS HOME OWNERS ASSOCIATION

## TREASURER'S REPORT - 2007

from 01/01/07 through 12/31/07

### Cash on Hand as of 01/01/07

HOA Checking Account	\$ 12,072	
Architectural Review Account	<u>\$ 3,262</u>	
TOTAL		\$ 15,333

Income	HOA Dues	\$ 3,817	
	Architectural Review Fees	\$ 2,000	
	Summit County - Tree Removal	\$ 6,166	
	Summit County - Weed Control	<u>\$ 324</u>	
	TOTAL INCOME		\$ 12,307

Expenses	Bank Service Charges	\$ 97	
	Copying	\$ 68	
	Insurance	\$ 625	
	Licenses & Permits	\$ 30	
	Office Supplies	\$ 6	
	Plowing/Snow Removal	\$ 2,700	
	Postage	\$ 37	
	Professional Fees - Arch. Rev.	\$ 3,000	
	Entertainment - food	\$ 62	
	Tree Removal Expenses	\$ 6,166	
	Weed Control Expenses	<u>\$ 793</u>	
	TOTAL EXPENSES		<u>\$ 13,584</u>

NET CHANGE \$ (1,277)

### Cash on Hand as of 12/31/07

HOA Checking	\$ 11,900	
Architectural Review	<u>\$ 2,157</u>	
TOTAL	<u>\$ 14,056</u>	<u>\$ 14,056</u>

HIGHLAND MEADOWS HOME OWNERS ASSOCIATION  
2008 PROPOSED BUDGET

<u>Actual Cash on Hand 01/01/08</u>		14000
Past Dues Receivable	4652	
2008 Dues (30 lots @ \$200)	<u>6000</u>	

Total Projected Income 10652

Expenses

Bank and Office	150
Plowing/Snow Removal	3000
Insurance	700
Weed Control	200
PO Boxes/Entrance Sign	6000
Contingency	<u>2000</u>

Total 12050

Projected Cash on Hand - 12/31/08	<u><u>12602</u></u>
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