



# SHOCK HILL POA

## 2023 ANNUAL HOMEOWNER MEETING AGENDA

Saturday, March 18, 2023 | 10:00 AM MDT

Remote via [GoToMeeting](#)

### Shock Hill POA Board of Directors

- Greg Ruckman
- Phillip Montague
- Laura Gordon

### Alpine Edge Representatives

- Steven Frumess – General Manager
- Erik Keefe – HOA Asst. Manager
- Jessica Martin – HOA Director of Comm.
- Kimberlyn Bryant – HOA Project Coordinator
- Lindsay Wood – HOA Accounting Manager
- Jamie Stahulak – HOA Accountant

### AGENDA

#### **I. Welcome**

There was a motion to call the meeting to order at 10:10 AM. A quorum was met with homeowners in attendance and proxies assigned.

##### A. Review GoToMeeting Protocol

Erik reviewed the virtual meeting protocol with homeowners.

##### B. Introduction of Board and Management

Erik introduced the sitting Board of Directors and the Alpine Edge management team.

##### C. Confirm Notice of Meeting Delivery

By CCIOA, the Colorado Common Interest Ownership Act, and the POA governing documents, a notice of meeting was sent out by certified mail and an email to all owners of the POA.

##### D. Review and Approval of Minutes

###### i. March 12<sup>th</sup>, 2022, Annual Homeowner Meeting

Shahin Motakef motioned to approve the 2022 Annual Meeting Minutes, which Laura Gordon approved, and the motion passed unanimously.

#### **II. Policy Review**

##### A. Election Process

The Shock Hill POA has three board of director seats; two of these seats were board-appointed this past year. The board-appointed seats are up for election this year for three-year terms. This past year, Laura Gordon and Greg Ruckman were appointed to these vacant seats has shown interest in re-running. Jonathan DeSimone has also nominated himself due to having two board

seats open and two nominees, so the election is uncontested. No other homeowners expressed interest in nominating themselves during the meeting; therefore, Laura and Jonathan were automatically elected to the two open positions.

#### B. Common Area Maintenance & Fire Mitigation

The Summit County Government will sponsor a free chipping and disposal program for dead, diseased, and downed trees this year. This program encourages fire mitigation and the creation of defensible spaces to help prevent potential wildfires. The chipping program asks homeowners to leave their slash piles out for chipping and removal during the period the county determines. Summit County is divided into zones to determine when these services will be rendered. A map and schedule dictate that period. The 2023 Summit County chipping schedule and map have yet to be published but can be found on the county's website at [summitcounty.gov](http://summitcounty.gov). That schedule and map should be released in the next month or so. If any homeowners would like contact information for local vendors who can help with fire mitigation of trees and vegetation on your lot, please contact Alpine Edge, and we can forward that information. The Red, White, and Blue Fire District offers free fire mitigation assessments and recommendations for your property. Please contact them directly for further clarification and questions on this service. Their email address is [mitigation@rwbfire.org](mailto:mitigation@rwbfire.org).

The HOA assesses the common areas and the preserve every year with a licensed arborist to determine if there are any fire mitigation precautions the POA can take. Last summer, the POA conducted fire mitigation in the neighborhood and will assess again this summer.

#### Noxious Weeds

We also kindly ask that you remove any noxious weeds in your lots to prevent seeds from spreading to neighbors and help mitigate your home and the association for fire prevention. Alpine Edge can provide contact information for contractors who can do this work upon request.

#### C. Design Review Process

Erik reminded homeowners that two Design Review Boards (DRB) in the Shock Hill community comprise three members. The DRB-A reviews all submissions for the Association's single-family homes; the current board members are Barbara Kanagaye, Jill Williams, and David Cooper. The DRB-B reviews submissions for all multifamily homes and the remaining homes in the Shock Hill POA, and the current board members are Bobby Cotton, Greg Ruckman, and Jan Van Heek. AE opened the floor to any additional homeowners interested in serving on these boards, and there were no other volunteers.

The Design Guidelines for Shock Hill POA are on the website ([www.shockhillpoa.com](http://www.shockhillpoa.com)). Homeowners were asked to review the guidelines before commencing an exterior modification that requires a design review for their property. Generally, any external modification needs approval from the HOA DRB. Following the study of the Design Guidelines, homeowners can reach out to Alpine Edge to initiate the process. Management will then put you in touch with the Design Review Administrator (DRA), who works with the DRB monthly to hold meetings and

review all applicable applications for that given month. Mickey Florio is the current DRA for the POA.

#### **D. Annual STR Registration Policy**

##### **i. STR Lawsuit Survey**

The POA community falls under zone three with the Town of Breckenridge and is labeled as a “single-family residential area” in the Short-Term Rental mapped areas. Each zone has a maximum percentage allowed of Short-Term Rentals, which the Town manages. Short-term rental licensing and compliance are done directly through the town of Breckenridge. Any additional questions on short-term rental caps and zones, renewal of licenses, and other related questions should be directed to the Town of Breckenridge. If there are immediate complaints due to short-term rentals, such as noise or parking, we encourage owners to dial the short-term rental hotline directly to address them. Their phone number is 970-423-5334. Additionally, the town of Breckenridge police department dispatch is 970-668-6800.

The Shock Hill POA does require all short-term rentals to be registered with the POA. This information is used primarily for emergency or time-sensitive situations. A few POA-related rule enforcement scenarios where AE would need to contact a short-term rental management company would be for unattended trash outside a home or parking violations. Most of this information, including the phone numbers and contact information mentioned previously, is in the POA good neighbor policy, which can be found online on the website. After the meeting, Alpine Edge will send out a rental registration form for POA documentation for homeowners to complete. Additionally, if any homes change short-term rental management throughout the year, the POA needs to be notified so accurate information can be kept.

### **III. Financial Review**

#### **A. Review FY2022 Financials**

Lindsay reviewed the 2022 budget vs. actuals with the homeowners. The main thing to note is a couple of significant overages regarding common area maintenance with landscaping. The other piece was the website expense due to the website redesign. Phil clarified that the company hosting the original website upgraded its systems, and the website could no longer be supported as constructed. Therefore, the Board opted to modernize the website.

Ed Means recalled that the guideline was to have retained earnings at 50% of the expense budget and asked how the reserves went. Lindsay explained that retained earnings from last year sat at \$39,550, with a net loss in 2022, which brings the current total equity to \$32,532. That would mean there is not 100%, but closer to 50%. Greg said the board discussed a two-year plan to get back to where the HOA should be after this year's situation. The total expenses were brought down significantly, and we're getting halfway back to where we should be in one year. The Board is hopeful that in two years, the HOA could be back at 100% without raising the dues on everyone this year.

Phil suggested that moving into this budget year, the Board leaves things as they are, knowing the HOA has 73% retained earnings coverage, and at the subsequent Board meeting, determine what that figure should look like. Once that figure is defined, the Board will ensure the HOA handles that from a budgetary standpoint in the next fiscal year.

**B. Review Board-Adopted FY2023 Operating Budget**

**i. Landscaping**

Greg informed homeowners that the Association would be moving forward with two new companies for landscaping this year: Mountain Works for lawn care and Cutting Edge as the arborist. Greg asked that homeowners give the Board feedback on landscaping throughout the season.

Lindsey reviewed the rest of the FY2023 budget and pointed out increases in insurance, landscaping, utilities, and property taxes.

Greg motioned to ratify the 2023 Budget, Phil seconded, and the motion passed.

**IV. Open Forum**

Erik reminded homeowners that the Good Neighbor Policy states that homeowners with a current BOLT license must complete the Rental Registration Form to provide the HOA with their rental management information for emergencies. Phil asked that all homeowners who rent pass along a copy of the Good Neighbor Policy summary to their rental managers so all renters are aware of the rules of the Association. This summary can be found on the POA website.

**V. Adjournment**

There was a motion to adjourn at 12:07 PM.