



2023 Annual Homeowner Meeting Minutes

Wednesday, November 15th | 6:00 PM MST

Board of Directors

Christine Britton, *President*

Megan Matza, *Vice President*

Laurie Collins, *Treasurer*

Duke Barlow, *Secretary*

Matt Brewer, *Member at Large*

Mike Zobbe, *Member at Large*

Alpine Edge Management Team

Steven Frumess, *General Manager*

Erik Keefe, *HOA Manager*

Lindsay Wood, *HOA Accountant*

Jessica Martin, *HOA Director of Communications*

I. Welcome

- a. Call to Order; Determine Quorum

A quorum was met by homeowners in attendance and through proxies received before the meeting.

Megan Matza called the meeting to order at 6:09 p.m.

- b. Introduction of Board and Management

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

- i. Review of Director Election Procedure (*four seats; three-year term*)

The Wellington Association has seven board seats. Six candidates are competing for four open seats. Homeowners will have until midnight after the meeting to vote online via Election Runner software.

- c. Review GoToMeeting Protocol

Erik Keefe reviewed the virtual meeting protocol with homeowners.

- d. Homeowner Approval of 2022 Annual Meeting Minutes

There were no suggested edits to the 2022 Annual Minutes from the homeowners.

Motion: Megan Matza motioned to approve the 2022 Annual Meeting minutes, which Mike Zobbe seconded, and the motion passed.

II. Management Report

- a. Housing Authority Improvement Policy and Re-sale Process

Darci Henning and Corrie Burr from the Breckenridge Housing Program presented a [PowerPoint](#) with the Housing Authority's improvement policy.

- The Wellington Neighborhood has two deed restrictions - one for the original part of the neighborhood and another for Lincoln Park.
 - Homeowners can include the cost of maintenance or upgrades, such as replacing appliances or the roof, in the sale price of the residence. The inclusion is based on the completion date of the upgrades relative to the property's sale date.
 - Homeowners interested in changing their deed restrictions are encouraged to contact the Town to look at the differences between the current deed restriction and a new deed restriction.
 - Capital improvements are limited to adding livable space or adding space to the property, such as a garage or shed, for energy-efficient upgrades.
 - The Town can hold a lottery for the sale of a deed or second property through the Housing Authority. All applicants will have an equal chance.
 - Buyer and seller sign a legal document stating no extra payments were made. The deed requires excess sales proceeds to be returned to the town.
- b. Bridge Street Vacant Lot Update
- The property owner submitted landscaping plans to the DRC and has no plans to build a structure on the lot. Fines were imposed and paid after the owner was found to be in violation.
 - Alpine Edge consulted legal counsel for the next steps.
 - Enforcing these rules has become more difficult and time-consuming due to new legislation.
 - Homeowners would like to see the utilities covered.
 - Corrie confirmed that building on the lot is not permitted due to the community being completely built out.
- c. Owner Portal Implementation (AppFolio)
- Alpine Edge switched over to AppFolio on Sept. 1.
 - The AppFolio Transaction Fees:
 - Credit: 3.49%
 - Debit: \$9.99
 - eCheck or ACH: Waived.
 - ACH processing fees will begin at \$2.49 per transaction in Fall 2024. Alpine Edge will work with the Board on waiving these costs.
 - There were concerns from homeowners regarding the AppFolio fees
 - There was a question regarding negotiating to pay a bulk fee to AppFolio to pay the transaction fees free for homeowners.
 - There was a question regarding the transaction fees increasing with inflation year-over-year
- d. 2023 Maintenance Review
- i. Landscaping and Irrigation Policy
 - Neils Lunceford was the contractor this year for landscaping.

- Potential Mulching next year of all greens
- Erik reviewed the Irrigation Policy draft. Phase one: maintenance responsibility. Phase two: The owner uses their own water source.
- Owners are responsible for irrigation repairs on their property, while the HOA will maintain irrigation on common property.
- The primary reasons for this policy proposal are:
 - Landscaping contractors cannot enter private property through gates and fences.
 - Homeowners may cause damage to their private property. HOA contractors cannot handle one-off repairs.
 - To keep overall community dues low, contractors' costs increase with additional private property irrigation and landscaping.
- This topic will be added to the agenda for a future Board meeting.
- There was a suggestion to create a committee for this.
- Homeowners were concerned about the equality of service between those on the greens and homeowners along the street.

ii. Other Maintenance Updates

- Vern Johnson Irrigation Bury and Structure Staining
- Fence installed along Leapfrog, Madeline, and Dragonfly Green
- Stain and stair repairs to the pump house at 111 Bridge Street
- Staining of Trellis at the entrance of the greens in Lincoln Park

III. Policy Review

a. Snow Removal

- This year's snow removal contractor is Better Views Landscaping, a consistent and reliable service provider.
- The contract period for shoveling and plowing is from Nov 1 to Apr 30.
- The contractor must remove snow within a reasonable time after 3 inches of snowfall, even if it falls in smaller increments.

b. Collections

Alpine Edge has a collection policy for delinquent owners. Owners who haven't activated their AppFolio profile were reminded to sign up to make timely HOA payments via AppFolio or physical check to the AE office.

c. Design Review Process

Exterior modifications require approval from the Design Review Committee. Email proposed alterations to the HOA team for review.

IV. Financial Review

a. Review FY2023 Financials

- Lindsay presented the Balance Sheet

- Lindsay reviewed the FY 2023 Estimated Actuals with homeowners. Actuals are through September and are estimated through December.
 - At the end of September, the operating account had \$111K, and the reserve account had \$235K. At the end of September, we're showing about \$39K in accounts payable.
 - There are overages in landscaping, snow plowing, and the website
 - Landscaping is over by \$30K due to additional landscaping costs.
 - The website had to be rebuilt, which caused the overage.
 - The HOA came under in repairs and maintenance, water, and electric
- Homeowners had questions regarding the financials being posted on the website. AE will create a section of the site to start posting year-end financials.

b. Review Board-Approved FY2024 Budget

The Board-approved FY2024 Budget was presented to the homeowners.

- There were increases in insurance, landscaping, management fees, utilities, and extra snow plowing.
 - Insurance was increased by 10%
 - Landscaping was increased due to current services and pricing increases – mulching was also budgeted as an additional service.
 - Management fees increased by 7.5% due to Denver CPI
 - Water and Sewer were increased by 5%
 - Extra snow plowing was increased per the Board for neighborhood scrapings.
- Homeowner dues will be increased to \$99.96 per month.
- Many line items, including legal fees, recording fees, and regular snow removal, were kept flat to last year.

c. Ratify Board-Approved Budget

Motion: Duke Barlow motioned to ratify the Board-approved FY2024 Budget, which Megan Matza seconded, and the motion carried.

V. Open Forum

- A homeowner brought up the new Stables development and suggested allowing the homeowners join the WNA Facebook page.

VI. Adjournment

There was a motion to adjourn the meeting at 8:48 p.m.

Homeowner Attendees

Mike Zobbe

Duke Barlow

Laurie Collins

Matt and Mindy Brewer

Megan Matza

Brodie Boilard

Irina Garner

Patrick and Caitlin Hurley

Austyn Dineen

Carolyn Heins

Leslie Paisley

Courtney and Andre Hampton

Estelle Sullivan

Bob Taylor

Sean Fitzsimmons

Wendy Frazier

Bret Muller

Rayanne Harris

Debbie Pittenger

Angela Brownley

Leslie Paisley

Kyle Armstrong

John Champoux

Jeff Salquist

Abbey Browne

Bob Taylor

Leigh Girvin

Mark Heins

Patrick Turgeon

Dharam Friedberg

Melissa Landuyt

Stewart Scovil

Nina Michel

Tara Olson

Ciara de los Reyes & Todd Wroblewski

Nina Michel

Teddy Wilkinson

Beverly Willms

Corrie Burr

Clay Schwarck

Bob Christie

Anne and Phil Gallagher

Teri and Mike Diamond

Michelle Chapdelaine

Jerry DeValle

Darci Henning

Sadie Greenway

John Douglass

Stewart Scovil

Lindsey

JB