

**STONEHAVEN AT BRECKENRIDGE ASSOCIATION
ANNUAL HOMEOWNER MEETING
March 23, 2023**

I. CALL TO ORDER

The Stonehaven at Breckenridge Association Annual Homeowner Meeting was called to order at 2:00 p.m. at Gary Sawkins' residence and via videoconference (*).

II. INTRODUCTIONS

Board Members Participating Were:

Gary Sawkins, President
Pat Loftus, Director*

Jay Moody, Director*
Rae Anderson, Director

Homeowners Participating Were:

Allen Shriver*
Susan Sawkins
Ken Tobin*

Marc Lippitt*
Mike & Debby Hruza*
Earl Santee* (joined at 2:14 p.m.)

Eric Westerhoff and Katie with Innovative Energy were guests at the meeting.

Representing Basic Property Management (BPM) were Gary Nicholds and Eric Nicholds. Lauren Hitchell from Taking Minutes, LLC transcribed the meeting from recording.

III. QUORUM CONFIRMATION

A. With properties represented in person a quorum was confirmed.

IV. APPROVE MINUTES FROM 2022 MEETING

This agenda item was not discussed.

V. OLD BUSINESS

B. Trash Door

The door for the trash shed was ordered and Eric Nicholds believes it will be installed in April or May. The door lock will have a punch code and \$8,500 was allocated for this project.

Action Item: Eric Nicholds will coordinate a contractor to install the door for the trash shed once it arrives.

VI. NEW BUSINESS

A. Social Committee

Gary Sawkins said Elaine Gort offered to lead the Social Committee. The first event will be a get together at the clubhouse in the summer for owners. Elaine Gort also volunteered to maintain the flowers. Gary Sawkins said that the funds were taken from the landscaping budget last year.

B. Sprinklers

The sprinklers continue to be an issue. Gary Sawkins and Elaine Gort volunteered to be present when the sprinklers come on to evaluate if there is enough pressure. Earl Santee said his house is at the end of the line and they do not get adequate pressure to activate the sprinkler head.

Action Item: Eric Nicholds will send notice regarding when the sprinklers will be activated.

C. Pavement

There are multiple cracks and two areas that have an alligator pattern in the pavement. The cracks do not need to be fixed immediately as they can get up to 2" wide before they have to be fixed. Eric Nicholds received an initial quote to fix the cracks for \$19,000. The last Reserve Study anticipated the cost would be \$69,885 to mill and repave the roads and currently, the Reserves has \$69,264. It was decided to wait until the Board receives quotes for milling the road and fixing the cracks and quotes for only fixing the cracks before making a decision. Eric Nicholds noted that the initial bid will likely be more due to the increase in oil and gas costs.

D. CD Renewal

The current CD is expiring on March 25, 2023 and has a balance of \$50,902. Gary Sawkins recommended renewing the CD since there is another \$20,000 in the Reserves that will not need to be used until 2024.

Motion: Gary Sawkins moved to renew the CD for another year. Pat Loftus seconded and the motion carried.

E. Culvert

There was discussion about the culvert at the entrance. Gary Sawkins said it would make it safer and aesthetically pleasing, but it is not necessary. Eric Nicholds will have another vendor analyze the culvert to see what could be put in its place. He mentioned there will need to be a sediment box, and the cost could be \$15,000-\$20,000.

Action Item: Eric Nicholds will fix the green hole on the culvert.

F. Exterior Lights

Owners have complained about the current light fixtures and peeling paint around them. Rae Anderson spoke with the Architectural Committee and it was agreed that each owner should take care of their own light fixtures. Allen Shriver said the Dark Sky Ordinance was passed and will go into effect in two years. It was decided to wait until the Board knows the requirements before considering new fixtures. Gary Sawkins requested that BPM install uniform light bulbs on all the garage and front door lights.

Action Item: Rae Anderson will work with the Architectural Committee to decide on recommended colors for the light fixtures.

Action Item: Earl Santee will send the Board the Dark Sky Ordinance requirements.

Action Item: Eric Nicholds will coordinate a vendor to paint the lights for owners who opt in once the three colors are selected.

Action Item: Eric Nicholds will coordinate the lightbulb replacement for the garages and front doors.

VII. OTHER BUSINESS

Eric Westerhoff from Innovative Energy was brought in to speak about adding solar power to Stonehaven. He said that solar power is less expensive than utility, the ROI in the first year after install is 5-10%, and the ROI increases when the cost of energy increases. Innovative Energy started in 1992, they offer full service on solar panels, and they provide an estimate free of cost. The power generated from the panels is fed back into the meter to meet the demand for the home or run the electric meter backwards if there is less demand for power. Eric Westerhoff said they can offer a 5% discount if five or more homes install solar panels and they would consider a 10% discount if 10 homes participate. The average cost is \$20,000-\$40,000 per home and Innovative Energy does not offer third party financing. They require a \$1,000 deposit and they offer a 5-year workmanship warranty. There is a 30% federal tax credit for solar panel installation that can be rolled over for 10 years if not used, but the tax credit cannot be used against capital gains. If a home produces more electricity than is being used, an owner can use their electricity for other purposes or it will go to Xcel Energy and they will credit the owner at the retail rate of their bill. Eric Westerhoff added that the systems do not offset the gas costs, the proposals will only include ROI for electric use and panels are shown to reduce power output by .5% a year. The estimated useful life of the panels is 20 - 25 years. Rae Anderson volunteered to have a quote done for her house.

Allen Shriver mentioned the streetlights have been off for two months.

Action Item: Eric Nicholds will replace the lightbulbs for the streetlights.

Gary Sawkins said that he has not received the proposal for tree removal from Mark Verhoeve.

Ken Tobin asked that the agenda be sent out prior to the meeting.

Action Item: Ken Tobin will give the Board his email.

VIII. SCHEDULED NEXT ANNUAL MEETING

C. The next meeting will be scheduled in early June.

IX. ADJOURNMENT

Motion: Gary Sawkins moved to adjourn at 3:13 p.m. Rae Anderson seconded and the motion carried.

Approved By: _____ Date: _____
Board Member Signature

**STONEHAVEN AT BRECKENRIDGE ASSOCIATION
BOARD OF DIRECTORS MEETING
June 28, 2023**

I. CALL TO ORDER

The Stonehaven at Breckenridge Association Board of Directors Meeting was called to order at 3:00 p.m. at Gary Sawkins' residence.

II. INTRODUCTIONS

Board Members Participating (*via videoconference) Were:

Gary Sawkins, President	Jay Moody, Director
Pat Loftus, Director*	Rae Anderson, Director

Owners Fran Taylor and Earl Santee were guests at the meeting.

Representing Basic Property Management (BPM) were Gary Nicholds and Eric Nicholds. Kate Willis of Summit Management Resources transcribed the minutes from recording.

III. QUORUM CONFIRMATION

With properties represented in person a quorum was confirmed.

IV. APPROVE MINUTES FROM PREVIOUS MEETING

Motion: Gary Sawkins motioned to approve the March 23, 2023 Board Meeting minutes as presented. Pat Loftus seconded and the motion carried.

V. OLD BUSINESS

A. Trash Door

The trash door is completed. There was discussion of a lock for the man door and leaving the dumpster lids open.

Motion: Pat Loftus moved to put a lock on the man door. The motion was seconded and carried.

VI. NEW BUSINESS

A. Social Committee

Gary Sawkins has been in contact with Elaine Gort. There was discussion of logistics and if the Annual Meeting should be live or Zoom. Eric Nicholds suggested holding the meeting via Zoom and scheduling a social gathering afterwards.

B. Sprinklers

The timing of the sprinklers continues to be an issue. They should be running early in the morning or late at night but they are coming on during the middle of the day. There are three separate clocks that operate the system.

C. *Pavement*

Eric Nicholds is working on getting a quote for milling and a 2” asphalt overlay.

Action Item: Eric Nicholds will have the damaged asphalt by the Stonehaven sign infra-red patched.

D. *Culvert*

There was discussion about the culvert at the entrance. Gary Sawkins would like a straight piece of culvert that can be buried, but recommended tabling this discussion until the asphalt is completed.

E. *Exterior Lights*

Owners have complained about the current light fixtures and peeling paint around them. There was discussion of approved colors (black, brown and copper and green for one home that is grandfathered), hiring a vendor, house painting timelines, and responsibility for changing light bulbs. Fran Taylor suggested selecting a new light fixture rather than trying to fix the existing ones.

Action Item: Rae Anderson will research spray paint color codes for the approved colors, which are Sherwin Williams Fichus Green, Banyan Brown and Chestnut Brown.

Action Item: The Board will notify owners of the approved colors and the possibility of hiring a vendor.

Action Item: Eric Nicholds will obtain a bid for a vendor to paint the lights for owners who opt in.

Action Item: Eric Nicholds will coordinate the light bulb replacement for all garages.

VII. OTHER BUSINESS

Rae Anderson received a \$27,000 quote for solar from Integrated Solar. The vendor is willing to share the quote with any other interested owners.

Eric Nicholds received a proposal for tree removal from Mark Verhoeve, who wanted to remove the trees because they were blocking his view. Jay Moody thought the proposal had not been accepted. Earl Santee noted that insurance companies may require removal of trees within 5’ of homes due to fire risk. The issue was tabled until the next meeting.

Earl Santee asked permission to fill in holes in his lawn. The Architectural Committee members present approved the request.

VIII. SCHEDULED NEXT ANNUAL MEETING

The Annual Meeting will be held August 31, 2023, followed by an owner social.

IX. ADJOURNMENT

Motion: Gary Sawkins moved to adjourn at 4:13 p.m. The motion was seconded and carried.

Approved By: _____

Board Member Signature

Date: _____

**STONEHAVEN AT BRECKENRIDGEASSOCIATION
ANNUAL HOMEOWNER MEETING
September 1, 2023**

I. CALL TO ORDER

The Stonehaven at Breckenridge Association Annual Homeowner Meeting was called to order at 3:00 p.m. at Gary Sawkin's house and via videoconference (*).

II. INTRODUCTIONS

Board Members Participating Were:

Gary Sawkins, President
Mike Hruza, Member

Jay Moody, Director
Rae Anderson, Member

Homeowners Participating Were:

John and Peggy Peloquin*
Patricia Ward*
Peter and Francine Taylor*
James Shriver and Elaine Gort*

Javier and Maria Rosenberg*
Aaron and Michelle Duke*
Paul Carney*

Representing Basic Property Management (BPM) was Gary Nicholds. Kristine Morahan of Summit Management Resources was recording secretary.

III. QUORUM CONFIRMATION

With properties represented in person and proxies received a quorum was confirmed.

IV. APPROVE MINUTES FROM 2020 MEETING

Motion: Jay Moody moved to approve the October 6, 2022 Annual Meeting Minutes as presented. Mike Hruza seconded and the motion carried.

V. RATIFICATION OF BUDGET

Gary Sawkins summarized there is \$7,000 budgeted for asphalt sealcoating. Overlay for asphalt and concrete work do not need to be done. Quarterly dues were set to increase \$125 per quarter, however the Board elected to increase the dues \$75 per quarter.

Motion: Rae Anderson moved to increase the dues \$75 per quarter from \$675 to \$750. Mike Hruza seconded and the motion carried.

Motion: Rae Anderson moved to accept the 2024 Budget with a \$75 increase in dues. Jay Moody seconded and the motion carried unanimously.

Peggy Peloquin and Javier Rosenberg stated they received and paid a bill for \$725 for dues.

Action Item: Gary Nichols will investigate the amount of \$725 being billed to homeowners.

VI. PRESIDENT'S REPORT

Gary Sawkins reviewed projects from the past year.

1. Work has been done on the trash enclosure. A new garage door was installed. The side door needs to be replaced with a stronger door due to a bear tearing down the door. The top doors will be taken off the dumpster for easier access within the next year.

2. Trash removal is working well with added pick-ups during peak times.
3. The street (he did call them “street”) lights on the houses were too expensive to replace, so the lights will be painted a black or brown color. Homeowners are allowed to keep the current copper color. Painting the lights will be the responsibility of the homeowner. The Board recommends Rust-Oleum Metallic spray paint. The bulbs for the lights will be replaced this fall.
4. It was determined there is enough pressure to run the sprinklers.
5. The current CD was renewed for another year.
6. Solar power for houses was determined to be too expensive to pursue. The Board has references for homeowners who would like to install solar panels.
7. The Board has a proposal to repair the cracks in the streets. There is a patch next to the Stonehaven sign that needs to be repaired. The Board is awaiting a bid for a 2-inch overlay of the pavement.
8. The culvert has been put on hold.
9. Elaine Gort has done a great job with the flowers at the entrance.

VII. OLD BUSINESS

- A. *House Painting*
Houses 45, 37, 25, 23 South and 66 North are scheduled for painting within the next two years.
- B. *Cobblestone Driveway*
Peggy Peloquin asked if the damage to the pavers in her driveway could have been caused by the snow removal. Rae Anderson commented it is likely wear and tear. Gary Sawkins noted that the driveway is the responsibility of the homeowner.
- C. *Contractor List*
Peggy Peloquin and Patricia Ward both stated they would like a list of contractors to contact for work that is needed. Jay Moody stated it is difficult to keep a list of contractors due to the fact that contractors come and go often. He said homeowners are welcome to contact him for contractor recommendations. Gary Nicholds stated homeowners can call Basic Property Management to get contractor recommendations as well.

VIII. NEW BUSINESS

- A. *Contracted Landscape Maintenance*
Gary Sawkins stated there is \$20,600 budgeted for landscape maintenance in the 2024 Budget. He believes that price is high and asked Basic Property Management for a breakdown of the services provided to understand the cost. Gary Nicholds said services include fertilization, pruning trees and shrubs, spraying for broadleaves, weed spraying in driplines and beds, fall cleanup and irrigation activation. It was noted that a 5% increase to \$15,000 is \$750, which does not add up to the \$20,600 budgeted for 2024. Gary

Sawkins stated the Board signed a contract for \$15,000 for 2023 and would like to know why the HOA is paying \$18,000 instead of the \$15,000 contracted.

Action Item: Gary Nichols will research the cost and cost breakdown of the landscaping contract.

Action Item: The Board will discuss the landscaping contract and putting the contract out for bid this spring.

Patricia Ward asked if there has been any discussion about reducing the need for irrigation. Gary Sawkins stated it has been discussed and determined there are other ramifications that come along with reducing irrigation, so the Board has elected not to move forward with options discussed.

B. Short-Term Renal Licenses

Patricia Ward asked if short term rentals would be allowed in the future. The Board stated short term rentals are regulated by the Town, not the Association, and short-term rentals are allowed with the proper license.

C. Winter Lights

Winter lights are scheduled to be installed on the trees by the entrance and will be placed on a timer as to not shine into homes late at night. Peggy Peloquin stated 7:00 p.m. or 8:00 p.m. would be an acceptable time to have the lights turn off.

IX. ELECTION OF BOARD MEMBERS

The terms of Gary Sawkins, Jay Moody and Rae Anderson expired. Gary Sawkins and Jay Moody were willing to run for re-election. There were no other nominations from the floor.

Motion: Rae Anderson moved to elect Gary Sawkins and Jay Moody by acclamation. Mike Hruza seconded and the motion carried.

X. SCHEDULE NEXT ANNUAL MEETING

The next Annual Meeting was tentatively set for Friday, August 30, 2024 at 3:00 p.m.

XI. ADJOURNMENT

Motion: Jay Moody moved to adjourn at 4:04 p.m. Rae Anderson seconded and the motion carried.

Approved By: _____

Board Member Signature

Date: _____