

# **Breckenridge Homeowners Association**

## **Board Meeting Minutes**

The Pool at 4:30  
September 19, 2024

### **Meeting was called to order at 4:03pm by Angela Grant, President**

- Members in attendance: Angela Grant, Larry Roberts, Susan Beseris, Loren Butler, Verlie Stanger, Cathy Reed, Jenn Renfro (Property Manager).
- Absent: Steve Clezie, Vanessa Norton

### **Approval of Minutes**

- Loren moved to approve the August 2024 corrected regular board meeting minutes; the motion was seconded by Verlie; and the motion passed unanimously.

### **Treasurer's Report - Larry Roberts**

- It was a challenge for Michelle Frostenson, the new bookkeeper, but everything is now in order.
- Larry transferred \$20,000 from the interest bearing account to make up shortage. Had to do the same last year. \$8,800 short on the budget amount at this point, about what was predicted.
- The new bookkeeper will send a statement to the homeowners if they are a one month behind.
- The August 2024 Financial Report was approved by Cathy and Susan seconded the motion. It passed unanimously.
- The HOA fees will need to be raised 20% to cover expenses. The Property Manager will send a notice in November indicating the new HOA fees, \$240 for the Manor and Garden and the Village will be \$138. Larry will draft the notice and send to the board for review. The increase will be effective January 1, 2025. Larry moved to accept the HOA fee increase of 20%, effective January 1, 2024, Susan seconded and the motion passed unanimously. The increase should provide about \$20,000 more annually and should take care of the deficits we have had so we don't have to use our reserves.

### **New, Unfinished or Postponed Business**

- Everyone will maintain the same positions on the board. Angela will delegate more and Loren will run the meetings if Angela is out of town. Motion from Larry to keep the same officers as last year. Susan seconded and the motion was passed unanimously.
- Steve France volunteered to meet with our new bookkeeper after a few weeks to make sure everything is being done correctly.
- Angela received a bid from Allegiance Welding for work on the gates. It comes with a guarantee. Entry phone system set up and training is included in the bid, but we could do this on our own. The two path gates will be paid for by all. The drive gate invoice will be paid by Manor residents only. A keypad like the other HOA keypads at \$712 or \$1424 for both is also on the bid but the Manor would have to pay for these. Angela will ask the Manor residents about the cost for these locks and the \$95 tutorial for the phone system. Angela will ask Allegiance Welding if they could put something on the gates to cushion them when they close to cut down on noise. Loren moves accept the Allegiant Welding estimate minus the new gate locks and phone system training. Cathy seconded and the motion was approved unanimously.
- The snow removal bid was received from Kimberly Nurseries. They added liquid ice melt to the bid this year. The Property Manager will look into getting some bids from other contractors as Kimberly Nurseries weren't very timely last year, sometimes taking three days to get to our area. We need to get permission to use the empty lots for piling snow and might need to compensate the property owner.

- The undeveloped lots pay less but that should change as of January 1, 2025. It doesn't make sense for them to pay less. They actually use more water for the lots as they are all grass and take more landscaping. Larry will email the property owner. The board approves.
- A homeowner keeps leaving their garage door open. Larry talked to the homeowner indicating the garage should only be open when going in and out.

### **Architectural Committee – Verlie Stanger**

- No new applications.
- 770 Canyon Park Avenue looks great after replacing their roof, gutters and getting new paint.
- A homeowner would like to have an arborvitae behind her house topped. Steele's Tree Service could do this. The Property Manager will talk to Travis from Steele's to take care of it.
- Steele's should be out for the fall trimming soon. Once the date is confirmed, it will be posted on the website.
- The entrances need work. Steve France and Susan have been taking care of trimming the grasses. Should Steele's be doing these? They did trim the boxwoods last fall.
- 777 Canyon Park Avenue – The homeowner needs to hire someone to grind out the stumps and prepare the area for new trees. Any contractor can call to locate utilities, which seems to be the hold up. The removal of their other tree at the end of the drive will not be approved until they remove the stumps. If they will not remove the stumps, we could do it, send a bill and if they do not pay put a lien against the property.

### **Landscape Committee - Susan Beseris**

- No updates. All the landscaping companies we are waiting on for bids for the west entrance are really busy right now so we have yet to receive the additional bids.
- The yard sale for money for the east entrance is on hold until spring.

### **Pool Committee - Cathy Reed**

- Larry hung the cabinet in the pool bathroom.
- A deadbolt will be installed on the pool bathroom during the winter time to keep people from using the bathroom after the water is turned off. The old knob will be removed and then reinstalled in the spring so no new holes need to be drilled.
- Cathy and Angela will paint the bathroom before the water is shut off. The shelf can be thrown away.

### **Website - Cathy Reed**

- Cathy will post the pool closing, the fee increases and the fall trim date on the website.

### **Property Manager Update - Jenn Renfro**

- Steele's won the bid to remove the three Lombardi Poplars in the at the west entrance at \$1,300 each. Angela moved to accept the bid, and Susan seconded. Passed unanimously.
- I talked to Kevin from 2T Lawns about the dead arborvitae on the west side. He did not know why they died but indicated those same shrubs have been replaced two times previously.
- The bid for the arborvitae on the west border was won by Lee of Trees and Stumps if he will remove the other ash tree trimming, if not the bid will go to Steele's. Angela moved to approve, Susan seconded and it passed unanimously.
- Martin at 3M won the bid for the removal of the dead tree on the path at \$1,500. Larry moved to accept the bid and Cathy seconded. The motion passed unanimously.
- Two homeowners requested information about their HOA fees and asked for statements. The statements were requested from the bookkeeper and provided to the homeowners.

**Adjournment**

- The meeting adjourned at 6:01.

The next board meeting will be October 17, 2024 at TitleOne.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Jenn Renfro".

Jenn Renfro  
Property Manager