

Highcroft Homes Association

An Overland Park neighborhood since 1984



September 2024

Greetings Neighbors!

We hope you and your family have had a great summer! We are looking forward to meeting again for our upcoming annual meeting on October 1st. It is through these meetings that we help to strengthen our neighborhood by forming relationships with those who live around us and making Highcroft a better place to live. I hope you will circle the date and plan to attend.

This mailing contains the agenda for the annual meeting (on the back side of this letter); the proposed 2025 budget, a proxy form if you are not able to attend the meeting, and the proposed change in the roofing options.

We welcome new residents to Highcroft this year: Patrick & Caroline Iverson, (Lucille Street); and Brandon Oehm & Bailey Lehmkuhler (Bond Street). Please help welcome them to the neighborhood.

Our board members continue to work hard to plan events for us all to enjoy. As in the past, your board has planned events throughout the neighborhood, rotating the events through the cul-de-sacs in Highcroft. We had our annual Easter Egg Hunt in March, a block party in June with a food truck, Fourth of July parade for the kids, and our fall block party and Food truck coming up on September 22nd. Our holiday lighting contest will be held in December. We continue to look for new ideas and activities to offer, so if you have any suggestions, please let the board know.

We would like to welcome a new Board Member! Mackenzie Stevens was appointed as a board member in August, and we are excited to have her input and guidance in our neighborhood. We still have one board opening, so consider donating your time and talent to join us!

Many of our neighbors have replaced their roof recently, and I have been asked several times if we allow colors other than the current "weathered wood" color. I have consulted with several roofing companies about trending colors with the idea to update our roofing restrictions to include some additional options. We will be proposing to update our roofing restrictions by offering some additional colors going forward, to include some grey tones. Please plan to attend the meeting to hear the proposal and consider the change.

Thank you for your support of our HOA, and our promise to you is to be transparent, responsive, and do whatever we can as a board to continue making Highcroft a great place to live!

We hope to see you at our **Fall block party on September 22nd**, and the **annual meeting on October 1st at 7:00pm** at Christ Lutheran Church, 11720 Nieman. Please see the agenda on the reverse side, and the proposed 2025 budget. If you cannot attend, please complete the enclosed proxy and return to any board member. Your input is valuable to us!

For the Board,

A handwritten signature in black ink that reads "Mark Sullivan". The signature is fluid and cursive, written over a white background.

Mark Sullivan, Highcroft President

Meeting agenda on reverse side

11937 W 119th Street, #139, Overland Park, KS 66213
admin@highcroftonline.com

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Highcroft Homes Association

October 1st, 2024

Annual Meeting AGENDA

- I. Guest Speakers
 - a. Officers Bill Kuehn and Wes Griffith, Overland Park PD; Steadfast OP Program
 - b. Pete Belk, JCCC; Benefits of college programs

- II. Old Business
 - a. Approval of minutes from September 5th Meeting
 - b. Treasurer's Report
 - c. Remaining events for 2024
 - d. Committee Reports (Activities, Communications, Landscape, Legal, NHN)

- III. New Business
 - a. 2024 Proposed Budget
 - i. Discussion
 - ii. Vote
 - b. Board Member Elections
 - i. Mackenzie Stevens
 - ii. Mark Sullivan
 - iii. Ann Marie Hamm
 - iv. Chris Hapka
 - v. Other nominations (You may self-nominate)
 - c. New HHA Activity Ideas for 2025
 - d. Presentation/Discussion of Change in Roofing Restrictions
 - i. Update List, add new color options
 - ii. Discussion
 - iii. Vote (Two-thirds majority needed to pass)

- III. Comments for the Board (Two Minute Limit)

Any resident may address the board about any non-agenda items

- IV. Adjourn

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Proposed Highcroft Budget 2025

Income from Dues	142 homes @ \$75	\$	10,650
Income from Trash Service	138 homes @ \$228	\$	31,464
Total Income	Total Income	\$	42,114
	Budget 2024	Actual 2024	2025
Contractuals			
TRASH SERVICE	\$ 31,464	\$ 23,637	\$ 31,475
Trash cost anticipated		\$ 7,866	
CPA / TAX Filing	\$ 575	\$ 540	\$ 577
HOA Express	\$ 561	\$ 561	\$ 600
Insurance	\$ 1,400	\$ 1,504	\$ 1,500
Legal	\$ 200	\$ -	\$ 200
Angeles Landscaping/Mowing	\$ 850	\$ 1,535	\$ 1,500
Storage unit Rent	\$ 732	\$ 311	\$ 972
Storage unit anticipated liability		\$ 243	
UPS Mailbox (anticipated cost)	\$ 300	\$ 240	\$ 240
Annual Meeting Room Rent (Anticipated)	\$ 125	\$ 125	\$ 125
reserve	\$ 330		
Commodities			
Landscape plants, Mulch, supplies	\$ 500	\$ 182	\$ 200
Postage, Office Supplies	\$ 400	\$ 73	\$ 300
Activities Supplies, Food/ Ice/ Etc			\$ 125
Activities	\$ 3,000		
Easter Egg hunt		\$ 125	\$ 200
Spring Block Party		\$ 776	\$ 1,000
Fourth of July Activities		\$ 399	\$ 450
Fall Block Party (Anticipated)		\$ 1,100	\$ 1,100
Neighbors Helping Neighbors	\$ 175		\$ 200
Misc Activities/ Events			\$ 500
Operations			
Capital Expenses, assets, etc		\$ 50	\$ 500
Misc Supplies		\$ 70	\$ 350
Total Budgeted expenses	\$ 40,612	\$38,338 YTD	\$ 42,114
Total Income	\$ 42,114	\$ 42,114	\$ 42,114

Highcroft Homes Association

Roofing Restrictions

Submitted by Mark Sullivan, President of Highcroft Homes Association, October 1, 2024 supplementing the Declaration of Restrictions filed at Book 2075, page 242

Original Highcroft Homes Association Roof restrictions first approved August 26, 1999.

1st revision: November 14, 2001

2nd revision: July 15, 2003.

3rd revision: July 31, 2012

4th revision: December 4, 2014

5th revision: July 1, 2020

6th revision: February 17, 2022

7th revisions: October 1, 2024

The specific restriction of roofing requirements involves colors acceptable within Highcroft. Historically, it has been the desire of Highcroft to restrict the color of the roofing material to closely match the wood shake or weathered wood approach as a uniform color for homes in our association. In more recent times, trends in housing have changed, and a number of homeowners are wanting roof colors to fall more in line with contemporary house colors to make for a timelier and more updated look.

With that in mind, three additional roofing product colors has been added to the list of approved options, none of which are a drastic deviation from the original “weathered wood” products. These include some tones of grey to the existing colors of the “weathered wood” look.

Since product makers change names of colors, or use different names for the same colors, the Architectural Review Committee (ARC), has researched and revised the listing below to conform to our Roofing restrictions. The original colors and those products that were approved, but are no longer made, have also been identified at the bottom of this revision under “Other matters and information.”

Highcroft Homes Association Roofing Restrictions

A. Roofing material options

1. Composition: 30-year minimum, (Preferred “impact resistant” or 50-year) in one of the listed colors:
 - a. GAF: Weathered wood
 - b. Tamko: Weathered Wood, Antique Slate (new)
 - c. Owens Corning: Driftwood
 - d. CertainTeed: Weathered Wood
 - e. Atlas Pinnacle: Weathered Wood
 - f. IKO: Driftwood, Drift Shake, Cornerstone Weathered Wood, Brownstone, Harvard Slate (new), or Charcoal Grey (new)
2. Paint the existing roof: color must match the Weathered Wood color
3. Stone Coated Steel or Metal Roofing
 - a. Tilcore Steel: Weathered Wood
 - b. Boral Steel: Timberwood
 - c. Classic Metal Roofing Systems, a division of Isalah Industries, Inc.: several colors meet the weathered wood or similar look color requirement.

Certain roofing materials are prohibited, specifically:

CertainTeed “Presidential”
CertainTeed “Grand Manor”
GAF: “Camelot”

“Designer” or Craftsman type shingles, from any manufacturer are also prohibited.
Black shingles are prohibited.

All metals (valleys, etc) must match color scheme of the roof color. (new)

This replaces B: 200408 , P. 002567, to update Roofing Material Options.

B. Process of verification / approval by Highcroft Homes Association.

1. The Highcroft Architectural Review Committee (The ARC) has the responsibility to review and approve roofing replacement and is responsible to the Highcroft Homes Association Board.
2. The Roofing Authorization and Compliance Form is posted on the HOA website and is required to gain Highcroft approval. The form can also be provided by any Board member upon request. A copy of the form is attached.
3. Homeowners replacing their roofs must submit the completed Roofing Authorization and Compliance form to the ARC or a current member of the HOA Board. Requests and general inquiries will be responded to within a short period of time (ideally within 72 hours) from receipt.
4. The following information is required in writing by the homeowner through the Authorization and Compliance form:
 - a. Name, address and phone number of owner/s where the re-roofing project is to be undertaken.
 - b. The name, address and phone of the Roofing Company who is contracted to complete the project.
 - c. The date when work is to be started and completed by the Roofing Company. The date when materials are to be delivered to the home for project completion.
5. Homeowners may petition the ARC or the Board of the Highcroft Homes Association for issues with, clarification of, or exceptions to the Association requirements. The ARC would provide definition and comments to the petition for consideration. The specific reason for a possible allowance for exceptions is to accommodate new products that come into the marketplace that, from a color perspective, match or complement the current allowable colors.
6. All roofing matters must be considered within the "time is of essence" philosophy and should be completed (authorized or not authorized) within a reasonable period of time.
7. The ARC members may be HOA Board members or members of the HOA as determined by the Highcroft Homes Association Board, but the ARC Chairperson must be a current Board member. Filling any open position(s) on the ARC, whether the Chairperson or a member, will be made by the Highcroft Homes Association Board.

C. Other roofing matters and information.

1. All roofing material in the Highcroft Homes Association must be Class C or higher Class of fire retardant. This mirrors the restriction within the City of Overland Park.
2. When considering composition shingles, a minimum of a "30-year" product is appropriate, but the preferred standard would be a 50-year shingle.
3. In 1999, the Homeowners within Highcroft were presented with complete detail regarding all types of roofing materials and analyzed expert opinions at a special Association meeting designed to bring a definition to what the Highcroft residents desired. Out of the approximately 132 homeowners that were present, all but one approved the products and color restriction commonly identified as Weathered Wood.
4. All of the historical colors identified as Weathered Wood and the added grey-tone colors should closely match the look of specific approved colors color by design. The actual process of creating a composition shake varies by company, and even varies somewhat within each sheet generated.
5. Highcroft is serious about this restriction. Since 1999, all homes have met the color requirements and approval within Highcroft. Our restrictions are filed with the City of Overland Park and the Johnson County Clerk's Records Department. All contractors/roofers have an obligation to meet restrictive construction definitions as defined by an Association and properly filed with the City and county; however, the contractor is only responsible to the homeowner for non-compliance. The only recourse Highcroft has lies with the homeowner. The Highcroft Board has an obligation and responsibility to pursue and rectify any roofing material not meeting the restrictions within the Association.

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2024 Highcroft Annual Meeting, October 1, 2024, 7:00PM

Name (PRINT) : _____ Address: _____

If you are unable to attend the annual meeting on October 1st you may designate in the line below an Association member to serve as your proxy. **If you leave the line blank, your vote will not be valid and cannot be counted at the meeting. You must also sign the Proxy at the bottom of the page.**

I hereby authorize _____ (an Association member), of Overland Park, KS, to serve as my proxy and to vote on my behalf at the Highcroft Homes Association Annual Meeting to be held on October 1, 2024, if I am unable to attend.

This proxy is valid for only the October 1, 2024, Highcroft Annual Meeting of homeowners, for the voting matters listed below. *One proxy per household. Invalid marked proxies will not be counted.*

Full descriptions are available online here (<https://www.highcroftonline.com>, select "2024 Annual Meeting Documents"), or by email request to secretary@highcroftonline.com.

1. By-Laws Change to Amendment X, Roofing Restrictions. (Mark only one)

_____ I APPROVE the change to AMENDMENT X to the Highcroft Homes Association by-laws, Change in Roofing Restrictions.

_____ I DO NOT APPROVE this change to AMENDMENT X to Highcroft Homes Association by-laws.

_____ I direct my proxy to vote on the by-law change to Amendment X on my behalf.

2. Budget (mark only one)

_____ I APPROVE the 2025 budget based on the annual dues adopted by a majority at the meeting.

_____ I DO NOT approve any proposed 2025 budget.

_____ I direct my proxy to vote on the budget on my behalf.

3. Election of Board Members (mark only one)

_____ I APPROVE all board member candidates that will be identified at the meeting.

_____ I DO NOT approve of any board member candidates.

_____ I direct my proxy to vote on board member candidates on my behalf.

Mail, email (president@highcroftonline.com), text a photo (913 238-2745), or deliver a completed and signed proxy to any board member (Mark Sullivan, Ann Marie Hamm, Chris Hapka, Mercedes Jones, Brandon Westbrook, or Mackenzie Stevens) before the meeting begins. All proxies must be received and validated by **5:00pm on October 1, 2024**. **Note: Improperly completed proxies cannot be recorded.**

Pursuant to 42 U.S.C. 1746, I declare under penalty of perjury that the foregoing statements are true and correct and that I have personal knowledge of the information provided above.

Signature

Date