

WILLOWBROOK HOMEOWNERS ASSOCIATION
Board of Directors Meeting
July 28, 2009

Board members present were Bonnie Brown, Jim Anderson, Bob Brocko, David Hula and Mike Schneider.

Representing Summit Resort Group were Kevin Lovett, Peter Schutz and Deb Borel.

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I. Call to Order - 6:35 pm

II. Owners' Forum – It was noted that the meeting notice and agenda were posted on the website. No homeowners, besides the board of directors, were present.

III. Rules for Improved Parking

A discussion regarding the rules for improved parking was held. The Town of Silverthorne (TOS) guidelines state that driveways cannot exceed 24 feet at the street. Any driveway width where it meets the road or goes over TOS right of way is an encroachment on TOS right-of-way.

Jim Anderson moved that the following be added to the Willowbrook Rules and Regulations under "Parking Rule": *"Additional improved parking beyond the driveway cannot exceed 324 square feet. All improved parking areas must also meet TOS guidelines."*

Bonnie Brown seconded and the motion passed. Kevin and Bonnie will decide the best place to insert this clause in the documents. This update will be made on the website, application for parking improvements, the rules and regulations document and will be distributed to all new homeowners in welcome packet.

Kevin presented Architectural Review spreadsheet. One on the list had not been approved and received final approval with Jim Anderson's vote at the meeting.

IV. Approve Minutes from previous Board Meetings– Minutes from the May 26, 2009, Board meeting were reviewed. Dave Hula moved to approve, Jim Anderson seconded and the motion passed.

V. Financial Review

Kevin Lovett of SRG reported on year to date financials as follows:

Financial Report as of June 30, 2009 close

June 30, 2009 close financials report that we have:

\$16,236.08 in the West Start 2 Yr Reserve fund

\$58,102.80 in the Checking Acct

\$33,335.25 in the Reserve Fund

\$6,806.26 in the Mail Box fund

June 30, 2009 Profit and Loss statement reports \$41,145.71 of actual expenditures vs. \$49,251.98 of budgeted expenditures (\$8,106.27 under budget YTD)

Main areas of underage are trash and snow removal. Weed spraying has not been paid. Kevin will follow-up.

A/R report – the accounts receivable report was presented. The updated report states that 2 units (since the May meeting) have paid, 2 units have liens placed on them and 2 units are in foreclosure with Willowbrook planning to collect on sale dates (SRG investigated the foreclosures and foreclosure dates are 8/14/09 and 9/18/09).

Dave Hula would like a copy of the 2008 tax return. Bonnie signed the return and no taxes were owed. Kevin will e-mail it to him.

VI. Managing Agents Report

Kevin Lovett gave the following report:

Completed items

- ☐ Dumpster wall removal Bighorn – no complaints from homeowners on this.
- ☐ Landscape cleanup

Report item

TOS paving and striping update – TOS completed a significant amount of paving (for this year – equipment is too large for the smaller streets and cul-de-sac's).

Striping of parking lots and cul-de-sacs to be completed this summer (redesign pending) - Bill Linfield will get the new striping plan to the WB Board in the next week. The WB Board will meet with Bill Linfield on site to discuss the plan. If approved, the plan will be implemented.

VII. Old Business

A. Rule Violations Update

Kevin presented a list of the status of rule violations. All items on the spreadsheet have been resolved to date. Kevin will add a "resolved" column to current list or shade the ones that are no longer pending. Kevin will send a letter to the homeowner who has not removed snowmobile from unimproved area. In addition, there is a trailer on Big Horn that is parked on an unimproved area.

B. Governing Documents Survey Results

A survey was sent to all homeowners that have an e-mail address on file with SRG. This survey asked if these homeowners would support combining all WB filings into one set of governing documents. Kevin presented survey results. Only 22 of approximately 115 returned the survey. Board was concerned of the lack of response shown. The governing documents revision will be discussed at annual homeowner meeting in November.

D. Landscape Plans

Noxious weeds and dandelion spraying complete.

Current landscaping and landscaping maintenance was discussed. Priority is entrance.

Bob asked that each board member come to the next meeting with a plan and goal of what the subdivision landscaping should look like, keeping in mind the lack of irrigation. Next step will be incorporating the ideas into next year's budget.

VIII. New Business

A. Mailbox Agreement

Kevin presented a Mailbox Agreement for board approval as well as the steps to take to obtain a mailbox at Willowbrook. Kevin will add the following to current form:

- ☐ Signature line
- ☐ Bullet regarding non-payment of bill with mailbox boot as a result
- ☐ \$35 charge for lost keys as an expense to re-key the box.

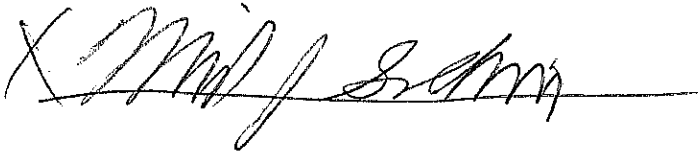
All boxes will be re-keyed by SRG when someone moves out. Peter said that SRG wants no responsibility for mailbox keys because of too much of a liability. No extra mailbox keys will be kept in the SRG office.

IIIX. Next Meeting Date

The next Board of Directors meeting will be held on Tuesday, September 22, 2009, at 6:30 pm in the SRG office.

IX. Adjournment

At 7:50, Bob Brocko moved to adjourn. Dave Hula seconded and the motion passed.

A handwritten signature in cursive script, appearing to read "X. M. J. S. H. M.", written over a horizontal line.