

**WHISPERING PINES RANCH HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
June 11, 2014**

I. CALL TO ORDER

The meeting was called to order at 5:30 pm

Board members in attendance representing a quorum were:

Bryan Stiefvater
Scott Whitten
Mark Russo – via telephone
Jonathan Lerner – via telephone
Dave Hammer – via telephone

Representing Summit Resort Group in person was Kevin Lovett and Deb Borel in person and Peter Schutz via telephone.

II. OWNER FORUM

Notice was posted to the website and no owners, other than board members, were present.

III. REVIEW AND APPROVE MINUTES FROM MAY 8, 2014 BOARD MEETING

The Board meeting minutes from the May 8, 2014 were reviewed. Mark made a motion to accept the minutes from the May 8, 2014 Board meeting as presented. Bryan seconded and with all in favor, the motion carried.

IV. FINANCIAL REPORT

Year to Date Financials-Deb reported on the following:

April 30, 2014

April 30, 2014 Balance Sheet reports:

- \$67,506.11 in Operating
- \$55,423.88 in Reserves
- \$6,939.70 in the Alpine Retainer (ARC)
- \$8,507.60 in the Alpine Compliance (ARC)

April 30, 2014 P & L vs. budget reports that the association was \$3,230.05 under budget in operating expenses.

The Board reviewed and discussed the Accounts Receivable Report. Most owners are current with dues. Summit Resort Group continues to work with owners who have not paid their dues to bring them current. Dave Hammer will provide Summit Resort Group with Mr. Dimmit's contact information.

The Board discussed the major areas of variance.

V. MANAGING AGENTS REPORT

Completed / Report Items

- Removed snow fences
- Obtained additional bid for landscape maintenance. Neils Lunceford had a lower bid, so the Board voted to stay with them for Landscape maintenance.
- The irrigation is on. SRG will speak to Neils Lunceford to ensure that all irrigation drips are working properly.
- Comcast box has been repaired.
- Sprayed for pine weevil on trees that were infected.
- Sent owners a reminder regarding weeds, garage sale, pets and stain request.

Report Items

- Todd Webber has resigned from the Architectural Review Committee. Dave asked what the next step was regarding Todd Webber resignation. Dave explained that the way the ARC is structured, there is an ARC architect hired. Bryan clarified that the ARC committee should consist of chairman, secretary, and a licensed Architect. Owner, Doug Jackson, is an architect and has expressed interest in serving on the ARC Board. SRG will inquire if he is licensed in the state of Colorado.
- Entrance lights have been working properly.
- Deadline for noxious weed removal is June 12, 2014. SRG will monitor throughout the summer and send notices to owners if noxious weeds begin growing on their property.
- The RV storage area in Swan Meadow Village is closed for approximately two weeks for lot improvements. Jonathan suggested making a storage lot on WPR property for RV's and toys. Dave said there was open space property that may work as a viable option. It would require a zoning change. The area is currently zoned open space, so it would require a PUD revision. This issue will be tabled until a later date.

Pending Items

- Spring BBQ
- Stop sign replacement at corner of Forest Glen and WPR Road
- Repair stop sign post at the corner of Forest Glen and WPR Road
- ARC Fee Structure – this will be tabled until an ARC committee is established.

VI. RATIFY BOARD ACTIONS VIA EMAIL

Scott made a motion to ratify the email approval of Neils Lunceford as the landscaping contractor for the 2014 season. Bryan seconded and the motion carried.

VII. OLD BUSINESS

A. ARC Update – Deb presented the following ARC report:

- i. Swoll – no update. Review and Compliance (\$1,500) have been received.
- ii. Pfaff – still installing landscape improvements to hide the different types of rock. He has removed the domes that were on the exterior lights per Jonathan request. Still have \$1,000 compliance deposit.
- iii. Thompson / Wade – Final approval has been granted by the ARC. Still have \$3,000 compliance deposit.
- iv. Shumacher – review fee of \$1,000 has been received. The ARC has requested the following:

1. Material Board
 2. Dry well will be necessary
 3. Landscape plan
 4. Construction Management Plan
 5. Relocation of electric meter to be placed by the gas meter.
 6. Compliance fee of \$3,000 for final approval
 7. Sketch plan has been approved to proceed to the next level
 - v. Snyder – Review fee of \$400 has been received. The ARC has requested the following:
 1. Construction Management Plan
 2. Material Board
 3. Compliance Fee
 4. Final Plan Submission
 5. SRG will collect the additional \$600 review fee before the next ARC meeting.
 - vi. 39 Montane Court – staining request has been approved. No color change.
 - vii. 19 Brushwood Court – staining request has been approved. No color change. Asphalt replacement request has ARC approval. Advised owner that he will need to go through the county for approval.
 - viii. 45 Legend Circle – staining request has been approved. No color change.
 - ix. 28 Brushwood Court – fence has been approved. Tree planting has been approved.
 - x. Bryan has issue with the majority of the board sitting on a sub-committee in the association. All of the Board members agree. Since Deb has been hired to work the administrative side of the ARC, she should be the liaison between the ARC and the Board.
 1. The first step is to ask Jeff Walters, Doug Jackson and Tim Scanlan if they would be willing to serve on the committee. If they have questions, they will be referred to Bryan. They will be asked to serve a two-year term.
 2. If the above three agree to serve on the ARC, the next step will be to have the current members submit resignation request.
 3. The current ARC members will complete the process with the outstanding requests listed above. This will be a transition process.
 - xi. Bryan asked Jonathan what the current process is regarding re-staining requests. Jonathan said that owners must submit a request to re-stain, even if the same color is being used. Bryan asked why the approval process was necessary for re-staining the same color. Jonathan thinks it is a necessary step. This process will not be changed at this time. The Board will consider opportunities to lessen the load of the ARC.
- B. Landscape Committee Report – Christine Russo reported on the following:
- i. It was the decision of the committee not to pursue the duplicate sign for the entry because they learned from the Summit County Planning Department that only one sign per entry was permitted. They instead decided they would obtain bids to enhance the current flowerbed around the existing sign and add an additional flower bed on the opposite side of

the street so as to create a broader entrance into WPR. Of the three bids obtained, Home Sweet Home is lowest. Christine has met with the contractor and confirmed the scope of work. It is the recommendation of the Landscape Committee to approve Home Sweet Home to complete entry work. Scott made a motion to approve Home Sweet Home to complete the work at the entrance for a price of \$1,383 per bed. Bryan seconded and the motion carried.

- ii. The Landscape Committee has discussed the mailbox “snow and ice” issue and feels the best option would be to build a structure over the mailboxes instead of using snow fences or landscaping a berm. Committee member, Doug Jackson, as volunteered to draw up a temporary plan for this structure. He will then obtain three bids for the work. The mail carrier is very pleased with this option. As per Plans Examiner in the Building Department, a permit will be required for each structure and a site plan will need to be submitted. Christine asked if there were enough mailboxes for each lot owner. There are currently 120 boxes with 28 vacancies. The Board will consider this option after structure bids are received. Funding will be discussed at that time as well.
- iii. The Landscaping Committee presented two bids for crusher fines/pea gravel for the park area. Dave Hammer’s bid is pending. They estimate that the project will require approximately 60 yards, or three truckloads. The committee recommends not placing the gravel without cleaning up the pathways and removing the weeds and grass and adding weed barrier. They feel that this project would be too labor intensive for a Community Day, so they plan to obtain a bid from Home Sweet Home to remove the weeds/grass along the pathways and installing weed mat. The Committee recommends holding the Community Day on June 28. Bryan suggested making the Community Day BBQ at the end of the summer as a “meet your neighbors” function. This would provide for more notice. A date will be set via email.

- C. Road Update – Dave reported that the County engineer has delayed the probationary inspection on his roads for two weeks due so much water. Bryan and Scott said that the roads that Dave Hammer still has are in great condition. Scott thanked Dave for a job well done.

VIII. NEW BUSINESS

- A. There are trees that have fallen behind the homes on Legend Circle. The Board discussed options on whether to have them removed or to cut them up and leave them back there. SRG will determine whether the property belongs to the county or the association. This will be discussed via email.
- B. Easement Relocation Request – The Board discussed the relocation request of the easement between lots 16 and 18 Legend Circle. The owners of lots 16 and 20 may be interested in purchasing lot 18 and dividing it, making their lots larger. They requested that the easement be moved to the middle of lot 18. The Board does not have issue with moving the easement as long as dues on lot 18 can be collected after it is split. SRG will advise the owners that they should contact the county as well as water and sewer to determine if utilities exist in the current

easement. It is also the advise of the Board for the owners of lots 16 and 20 to hire legal council.

IX. NEXT MEETING DATE

The next Board meeting will be held on Tuesday, September 9, 2014, at 6:00 pm.

X. ADJOURNMENT

With no further business, Scott made a motion to adjourn at 7:04 pm. Bryan seconded and the motion carried.

Approved By: _____
Board Member Signature

Date: _____