

**DRAFT MINUTES  
ARROWHEAD IMPROVEMENTS ASSOCIATION  
REGULAR BOARD MEETING  
SATURDAY, JANUARY 20, 2018  
ARROWHEAD MOUNTAIN LODGE, 1:00 PM**

**AIA Board President, Kim Norwood** called the meeting to order at 1:05 PM.

**PLEDGE OF ALLEGIANCE** was led by President Kim Norwood.

**CALL TO ORDER AND DETERMINATION OF QUORUM:**

Present were: President, Kim Norwood; Vice President, Dick Bloss; Secretary, Bridget Isle; Board Member, Patty Greeves. Member, Becky Stilley and Treasurer, Dale Breckenridge, both called in on a conference line. Excused absence: Member Jim Matteson. A quorum was determined sufficient to conduct business.

President Kim Norwood reported on the Special Meeting held on Friday, January 19, 2018 with the announcement of the 2018 Board of Directors and the 2018 Board Arrowhead Committee Liaisons. AIA BOD Officers for 2018 are: President, Kim Norwood; Vice President, Dick Bloss; Secretary, Bridget Isle; Treasurer, Dale Breckenridge; Members, Patty Greeves, Jim Matteson and Becky Stilley. Committee Liaisons for 2018 are: Arrowhead Patrol, Kim Norwood and Dick Bloss; Arrowhead Communications, Bridget Isle; Arrowhead Design Review Committee, Becky Stilley; Arrowhead Forest Management, Dick Bloss; Heavy Equipment, Jim Matteson and Dick Bloss; Weeds and Corrals, Patty Greeves; Election Committee, Bridget Isle; Governing Documents, Patty Greeves and Becky Stilley; Real Estate Holdings, Dale Breckenridge; Arrowhead Fish and Lakes, Becky Stilley.

President Norwood reported on the Executive Session and Special Meeting held yesterday, Friday, October 20, 2017. EXECUTIVE SESSION: Covers issues involving personnel, delinquencies/collections, legal disputes with owners and legal advice from counsel under CCIOA (C.R.S. Section 38.33.3.308) (a), (e) and (f).] President Norwood reported that, per the agenda, the Special Meeting, which was open to the public, was held between 1:00 PM and 2:32 PM on Friday afternoon for the purpose of reviewing two issues: 1) Feedback received on 2018 Temporary Camping and RV Use Regulations; and 2) Feedback received on the Draft of the Owner Violation Report. Five (5) Arrowhead owners were present for the afternoon session.

**ADDITIONS AND/OR DELETIONS TO THE POSTED AGENDA:** President Norwood moved several items to the top of the agenda due to concern over the winter storm forecast. He deleted one item. Changes were as follows: Deletion of Item #3 under New Business, "Call for Vote to Approve the 2018 Arrowhead Budget." (President Kim explained that the board has received several questions and suggestions regarding the 2018 budget. The board will be holding a Budget Workshop in April, 2018 and the date and time will be posted. After that workshop, we will finish up the 2018 budget and vote on approval at the May 2018 meeting); Item #5 under

Old Business, "Review of Current Financial Statements" by Treasurer Dale Breckenridge was moved up to the top of the agenda; Items #4 and 5 of New Business, "Vote on Violation Report Form" and "Vote on 2018 Temporary Camping and RV Use Regulations," were moved to the top of the New Business agenda. Patty moved to approve the changes to the agenda, Dick seconded the motion and the motion was approved unanimously.

**APPROVAL OF MINUTES OF SPECIAL AND REGULAR BOARD MEETINGS HELD IN THE MONTH OF OCTOBER 2017:**

1) The posted Draft Minutes for the Special Board Meeting held October 20, 2017 were approved as written with no corrections.

2) The posted Draft Minutes for the Regular Board Meeting held October 21, 2017 were approved as written with no corrections.

Secretary Bridget Isle made the motion to approve both October 2017 minutes as written. Dick Bloss seconded and the motion passed unanimously.

**REVIEW OF FINANCIAL STATEMENTS:** Treasurer Dale Breckenridge (via conference call-in), gave a detailed report on the current association financial status for the month of December, 2017 along with information and figures regarding the Reserve Study Fund. Dale also gave an update on property owner delinquencies and the total amount owed for overdue association dues. As a reminder, the board will be holding a workshop in the month of April to finish the 2018 budget. This workshop will be held on a Saturday to make it easier for residents to attend. The date and time will be posted. (see attached Treasurer's report by Dale Breckenridge)

**OWNER COMMENTS:** None

**OLD BUSINESS: Items Held over or discussed from October 2017 meeting**

- 1. Update on Governing Documents Review:** Patty Greeves and Becky Stilley together gave a brief update on the on-going review of our Governing Documents. Both Patty and Becky will continue to work on the remaining regulations. One of the largest regulations still to be covered deals with the Design Review Committee. Becky stated that they would be working closely with DRC Chairman, Earl Fay. Subsequently, the By-Laws will be addressed. Both Becky and Patty welcome owner input.
- 2. Water Company Sale:** President Norwood reported that the board has not received any further information nor any update on the appraisal expected from the Arrowhead Ranch Water Company (ARW). Jim Squirrell was present and was asked by President Norwood when he felt the appraisal might be forthcoming. Mr. Squirrell expects it within a few weeks. Kim Norwood assured all present that board members will be working along with various subject matter experts with relevant expertise who come from within our community and have offered their help on this issue as required.
- 3. Update on the 2018 Violation Report Form:** Patty gave a brief report on the results from our Friday Special Meeting on this topic. We received two owner comments by e-mail along with several suggestions from the Friday Special Meeting. Patty indicated there will

be two changes to the final form gleaned from the input received: a) Addition of a statement at the top of this form urging the complainant to first attempt to talk to the parties and try to resolve the issue before filing the complaint form as a last option; b) Added language in the complainant signature area to mitigate concern for anyone feeling uneasy or not wanting to sign the complaint form. Patty reminded the owners that if for any reason it is determined this form requires further changes, this would be accomplished on an 'as needed' basis.

4. **Update on 2018 Temporary Camping and RV Use Regulations:** Kim and Patty reported a total of 14 owners gave feedback and made comments on the proposed 2018 Temporary Camping and RV Use Regulations. Comments ranged from supporting the proposed RV Regulation to remarks the current RV Regulation is working well. Also, alternative suggestions were made. At Friday's Special Meeting, several owners asked questions and a handout was given to those in attendance answering several FAQ. Additionally, several residents attending this open meeting expressed concerns and questions were answered by Law of the Rockies attorney, Jacob With, as well as comments by Kim Norwood and Patty Greeves. One resident said it was important for Patrol and the Fire Department to know who is on the mountain in case of an emergency or the need to evacuate. She suggested the owner sign-in process should be reviewed.

Kim assured attending residents there will be a process to monitor compliance with the new RV Regulation and a full report will be given to the owners prior to voting on a final RV Regulation. Additionally, owners will use an RV Registration Form and turn this into the Association Office at the end of the camping season.

Patty also commented that the issue of gray water will add this to the proposed RV Regulation.

## **NEW BUSINESS**

1. **Call for a vote on the 2018 Temporary Camping and RV Use Regulations** was made by Patty Greeves, seconded by Dick Bloss. The yes votes: Kim, Dick, Patty, Bridget and Becky. No vote: Dale. Five (5) yes votes; One (1) no vote. Jim Matteson was absent.
2. **Call for a vote on the Violation Report Form** was made by Patty Greeves and seconded by Becky Stilley. The motion to approve passed unanimously. Six (6) yes votes; Jim Matteson absent.
3. **Report on Action Without Meetings (AWM)** – President Norwood reported that the BOD held four (4) AWM in the last several months:
  - a) **AVFD Lease Adjustment Request:** Approved, reducing the annual lease back to \$1,000 while the AIA BOD will continue to split all utilities and internet costs, thereby removing an escalator clause placed in the lease by the previous AIA BOD. Association groups that use the firehouse include DRC, Patrol, Forestry and our AIA special and regular board meetings as well as other community activities such as the Exercise Class and Tuesday Community Potluck Dinner.

AVFD Chairman Don Koeltzow explained the rationale behind the request for the benefit of all present. Rapidly rising residential real property values on Colorado's Eastern Slope have resulted in the 1982 Gallagher Amendment cutting property taxes from 7.96 percent of market value to 6.56 percent. Residential assessed values can comprise no more than 45 percent of the state's overall assessed value. Non-residential properties make up the remaining 55 percent. This has triggered residential property tax reductions now having a serious impact on rural areas like Arrowhead. More cuts are expected in 2019. The income for 2019 will be cut by almost 15%. Furthermore, these rates cannot be raised without voter approval due to The Taxpayer's Bill of Rights (TABOR).

b) **Additional Hire for Arrowhead Patrol** – Doug Maffry has been added to our Patrol as a Reserve Officer. Doug has been trained and has already worked a full week shift.

c) **Arrowhead Stump Dump Relocation and Related Issues** – President Norwood gave a detailed report to the community on the loss of our lease with Mr. Leland Cox for the property previously used for the Arrowhead Stump Dump. Mr. Cox will be placing his ranch into a "conservation easement." In doing so, Mr. Cox protects this land from development for future generations and must comply with specific restrictions. He is not permitted to subdivide and if he were to sell his property it cannot be removed from this conservation easement status. The deadline for our association to restore the now used location to bring it back to the original condition is June 30, 2018. We have begun the process required to create an alternate site on an area which the association already owns which has been determined to be well suited. The new location will not be visible from the Alpine Plateau Road and has been approved by our Fire Department. Our legal team, Law of the Rockies, is currently working on the proper permits with Gunnison County.

d) **Expenditure Approval for Pin Relocation Survey for 351 Crest Road.** DRC has been attempting to remediate an encroachment of approximately 18 feet when Crest Road was created. DRC recommended that the property be surveyed to assure proper boundaries with the minor adjustment planned. With all the improvements and utilities already along Crest Road, it was not feasible to move the location of the road. DRC along with our legal team is working with Gunnison County to have a revised plot plan filed.

4. **2018 AIA Election Committee Appointments** – Liaison Bridget Isle reported that she has received confirmation from Linda Dysart and Kathy Koeltzow that they would be happy to serve one more year on the Election Committee and help train any new incoming committee members. Bridget has not yet heard back from Lindy Lindner. Committee member, Lee Ann Riddoch, who was appointed in 2017 is not able to serve during the 2018 election year. The Election Committee would like to recruit up to three new members for the upcoming 2018 election year. Please watch for this request to be posted on our website if you are interested in serving. It not a huge time commitment, but the work is very detailed and there are strict date deadlines with which we must comply. As always, Arrowhead appreciates the volunteer sprit and willingness to serve our community that helps keep our dues in check.

## COMMITTEE REPORTS:

- 1. Design Review Committee** – Earl Fay, DRC Chairman, reported that currently DRC has issued several extensions on current construction permits on into 2018. He reported that the committee is currently looking for several new members. Most of the work is done during the summer months and it is helpful for committee members to be able to attend monthly the meetings and workshops. All dates for meetings are posted and meetings are open to the community. Next meeting on the agenda is March 12, 2018. Meetings begin at 9:00 AM and are usually completed by noon. All meetings are held at the Arrowhead Firehouse.
- 2. Communications** – Liaison Bridget Isle reported for Lisa Ditmore. Lisa requests all advertising and articles for the upcoming February/March edition of Smoke Signals be submitted prior to the deadline of Thursday, January 15, 2018. As a reminder to anyone who may have missed previous notifications: Beginning with the April/May edition, Smoke Signals will be an “online only” publication. We will no longer be mailing out hard copies of the publication. Lisa is also working with our webmaster to convert, where possible, all forms to a user friendly, “web-format”, which will allow residents to electronically complete and submit forms online. One last reminder: Our webmaster, Robb Pennie, will be unavailable from Thursday, January 25th to Sunday, January 28th, 2018. No postings or updating will be made to our Arrowhead website during Robb’s absence. (See attached for fully Communications Report by Lisa Ditmore).
- 3. Forest Management** – Liaison Dick Bloss read a brief report from Forest Manager Bill Conway. Dick reminded the community that MCH patches ordering deadline is coming up quickly. Please order your MCH patches if you have not done so by January 31, 2018. Bill will have the MCH patches ready by the end of May. Currently he has orders for over 8,000 patches. Anyone interested in ordering the spray, Liquid 7, please contact Bill or Dick Bloss for more information. Please go to the Forestry page on our Association webpage for additional information.
- 4. Heavy Equipment/Maintenance** – Liaison Dick Bloss reported that the crew in the last month has mitigated several large ice packs that had accrued on the Alpine Plateau Road. It became obvious to all using the Alpine Plateau Road that this hazardous condition had to be fixed. Kurt has been busy making new battery boxes for the mini truck and other equipment. He and the other heavy equipment/maintenance crew members have also been working on the Arrowhead Stump Dump relocation.
- 5. Fire Protection District** - Don Koeltzow, Chairman for the Arrowhead Fire Protection District (AFPD), reported that the Arrowhead Volunteer Fire Department (AVFD), has manufactured all of the property address signs and will soon be beginning the task of erecting them along filing roads and on driveways. These signs help assure the fire department and rescue crews will be able to find your home. The AVFD Auxiliary is asking for a \$15.00 donation to the fire department to help offset the cost of these much-needed, potentially lifesaving signs. Please make your donation/checks payable to AVFD Auxiliary and mail or give them to Kathy Koeltzow. Don also announced that this year there will be two openings on the AFPD Board of Directors. Anyone interested in serving, please contact Don Koeltzow or Nick Garreffa to obtain the form required to apply. Current AFPD board member, Steve Isle, has

agreed to stay for another 4 more years, leaving one open position still remaining to be filled. To qualify as a board member, candidates must be registered to vote in Colorado and be either a resident of the special district or a person who, or whose spouse or civil union partner, owns taxable real or personal property situated within the boundaries of the district, whether such person resides within the district or not. This self-nomination form must be filled out and submitted not later than March 1, 2018. The 2018 election date is May 8, 2018, if required. The AFPD meets 9 times per year, and board members are allowed to call-in on the conference line. It is not a requirement to be present for all of these meetings.

6. **Patrol** – Dave Reddish has agreed to continue on as Patrol Lead. Dave announced the hiring of Doug Maffry to our Patrol team. He stated that many property owners have signed the waiver and have had their driveways marked for the winter months. Dave stressed the need for keeping the AIA stickers on your vehicles updated. If you sell a registered vehicle, please remove your AIA sticker and remind the new owner, if an Arrowhead property owner, on the need to register this piece of equipment with Patrol in the name of the new owner. In an emergency or time of need, current sticker registration can be very helpful to Patrol in looking for and locating the rightful owners. Dave stressed the need to have all the information critical to emergency situations current and located next to your phone for you and all guests. Such information includes your proper address, phone number along with any other information you know may be useful or required. Lastly, Dave asked that we inform the community of phone scam that has been reported at Arrowhead. Several property owners have reported receiving phone calls from a 275 Area Code, stating that the caller was a member of the Arrowhead Patrol and was calling to ask if the property owner had paid their \$50.00 parking lot storage fee. Please be aware this is a scam. Arrowhead Patrol will always give their name if they need to call you on any issue.

**OWNER ANNOUNCEMENTS AND COMMENTS:** a) Bob Hernandez reminded the community that with the new snow levels forecast, the Arrowhead Snowmobile Club will be holding their Annual Poker Run on March 17, 2018. More information on their winter activities and special events can be viewed on their web page or in their notice in the upcoming Smoke Signals.

**BOARD ANNOUNCEMENTS:** a) A BOD reminder to the community that the date for a Saturday Workshop to review and suggest changes to the AIA 2018 Budget will be posted as soon as it is determined and well before the meeting. b) Becky Stilley (conference call), thanked the board members for the assistance received by all during her recovery period from a recent surgery. c) Patty Greeves reminded the community that she will be needing volunteers this summer for noxious weed spraying. If you are interested in contributing your time to help out your community and neighbors on this project, please contact Patty.

**ADJOURNMENT:** With no further announcements or business, a motion to adjourn was made by Dick Bloss, seconded by Patty Greeves. The motion passed unanimously and the meeting adjourned at 2:35 PM.

Submitted by Bridget Isle, Secretary/Member, AIA Board of Directors.

**Bridget Isle  
Secretary/Member  
AIA Board of Directors**

01/21/2018

**During the DRAFT phase of the Meeting Minutes, some reports, letters and/or correspondences presented by employees, committee members or BOD members may not be available for posting. They will be attached upon receipt if received before the DRAFT has been approved by the Board of Directors.**

**Atch 1 – Treasurer’s Report  
Atch 2 – Communication Manager Report**

**Attachment 1: Treasurer’s Report**

For the month of December we had \$5,330 of income and total expenditures of \$21,484 for a net deficit of \$16,154.

For the past year we had a total income \$428,589 and total expenditures of \$385,497. The net income for 2017 was \$43,192, leaving us with a surplus of \$1,192 after making our contribution of \$42,000 to our reserve study fund to fund future expenses.

Some significant factors contributing to ending the year with a surplus were the payment of the grant of \$10,000 from the Forest Service for removal of beetle kill trees, not having to conduct an election for directors which saved us \$5,000 and the mild winter with no snow which reduced costs for heating, grooming and snow removal.

The association currently has \$499,248 in our reserve study fund and with our 2017 contribution of \$42,000 will bring us up to \$541,248. According to our reserve study, which is currently under review, our association should have at least \$413,659 in the reserve fund and our reserve is more than fully funded.

Delinquencies in Dues as of January 17, 2017

There are 15 lots more than 180 days overdue in paying dues for a total amount due of \$17,313. This is 2 lots and \$2,224 more than in October.

**Monetary Assets as of December 31, 2017**

**Checking/Savings**

**101 - Checking \$90,560**

**106 - Money Market Funds \$564.692**

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**Total \$664,260**

## Attachment 2: Communications – January 2018 Report

### Communications – January 2018 Report:

#### SMOKE SIGNALS:

☑ All advertising & articles for the upcoming **February/March 2018 edition of Smoke Signals** is **due no later than Thursday, January 25th**.

☑ Just a reminder: Starting with the April/May edition, the Smoke Signals will be an “online only” publication. This will be an estimated \$500.00 savings (annually) to the Association.

#### (AIA) Facebook Page:

☑ 49 posts were made since October 2017.

☑ Our page has **885 “Likes”** and is **“Followed” by 860 people**.

#### AIA WEBSITE:

☑ Our webmaster, Robb Pennie will be unavailable **Thursday, Jan. 25th to Sunday, Jan 28th**

☑ During our off season, both Robb & myself will be doing some website cleaning, reorganizing and updating, making our website more interactive:

-All FORMS (where possible), on our web site will be **converted to be Web-Forms**, allowing everyone to electronically complete and submit forms online. **I’m asking the BOD members to please review all the Forms we currently have on our website.**

-The older editions of Smoke Signal & Mountain Living editions will be organized and consolidated by year of their publication.

#### BLAST EMAIL LIST:

☑ Last month, Gmail/Google tighten their security parameters even more when addressing emails to a Large Group of email addresses....especially those that are “blind carbon copied/bcc’d”. This is requiring our AIA Blast email listing to be broken down into Alphabetical Groups with no more than 30 email addresses in a group. We now have 13 blast email groups.

☑ 11 Blast emails have been sent to owners since the middle of October 2017.

## Lisa Ditmore

AIA Communication Manager

AIA Website: [www.arrowhead1.org](http://www.arrowhead1.org)

Smoke Signals: [aiasmokesignals@gmail.com](mailto:aiasmokesignals@gmail.com)

AIA Blast Email: [arrowheadblast@gmail.com](mailto:arrowheadblast@gmail.com)