

**DRAFT MINUTES  
ARROWHEAD IMPROVEMENTS ASSOCIATION  
REGULAR BOARD MEETING  
SATURDAY, MAY 19, 2018  
ARROWHEAD VOLUNTEER FIRE DEPARTMENT, 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; Treasurer, Dale Breckenridge; Board Member, Patty Greeves; Board Member, Jim Matteson. Member, Becky Stilley attended via conference call. A quorum was determined sufficient to conduct business.

President Norwood reported on the Executive Session and Special Meeting held yesterday, Friday, May 18, 2018. 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 the agenda driven Special Meeting was open to the public and conducted between 1:00 PM and 2:40 PM on Friday afternoon for the purpose of discussing the following issues: 1) RV regulation overview and update; 2) Mini truck status and replacement ideas; 3) Update on the search for a new water truck; 4) Mag chloride use on filing roads. 5) Review of changes to the 2018 Budget. These items were discussed while soliciting feedback and suggestions from attending owners.

**ADDITIONS AND/OR DELETIONS TO THE POSTED AGENDA:** President Norwood requested to add a recent Action Without Meeting (AWM), to the agenda regarding the addition of a new Reserve Officer to the Arrowhead Patrol. Additionally, the vote needed to add a property owner to DRC was added. Both items will be added to New Business.

Jim Matteson moved to adopt the agenda with additions. The motion was seconded by Dick Bloss and passed 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 January 19, 2018 were approved as written with no corrections.
- 2) The posted draft minutes for the Regular Board Meeting held January 20, 2018 were approved as written with no corrections.
- 3) The posted Draft Minutes for a Special Board Meeting held Friday, March 23, 2018 were approved as written with no corrections.

4) The posted draft minutes for a Special Board Meeting held Monday, April 23, 2018 were approved with one correction on the spelling of a last name. Board Member, Becky Stilley, made a motion to approve all four (4) draft minutes as written with one correction to the Friday, April 23, 2018 meeting. Dick Bloss seconded and the motion passed unanimously.

**REVIEW OF FINANCIAL STATEMENTS:** Treasurer Dale Breckenridge passed out copies of our current budget and gave a brief but thorough report on the current association financial status for the month of May 2018. Dale highlighted aspects of the Reserve Study Fund and reviewed property owner delinquencies and the amount owed for overdue association dues. A property owner asked what the association protocol was on collection of delinquencies? Kim reported that the LOR sends out notices of delinquency both by certified and regular mail and follows up by phone call as required. Kim said that Law of the Rockies has found they get a better response from notices sent by regular mail. Certified mail is sometimes rejected. Jacob has reported to the board that we are making progress on resolving the delinquency issue with many of these owners. The AIA and the LOR are very willing to work with the delinquent property owners and create payment plans to help them catch up with any past due payments.

**OWNER COMMENTS:** Kat Krohn announced that next Saturday afternoon, May 26th, there will be a going away party allowing our community to say good-bye to Kathie and Toby Ezell, honoring their many contributions to the community. The party will begin at 1:00 PM at the Krohn residence located at 652 Snowshoe Lane. Please contact Kat Krohn if you need more information or would like to coordinate with Kat regarding a food items you would like to bring. Additionally, the regular Pot Luck Dinner at the Arrowhead Volunteer Fire Department next Tuesday evening will honor Kathie and Toby.

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

1. **Update on the status of the sale of the Arrowhead Water Company** – Kim Norwood reported that he and Jim Matteson met with Donnie, Jim and Linda Squirrell and their representative, John Moseman. The goal is to perform due diligence, create a letter of intent and compile all the information property owners will need to make an informed decision on whether or not to purchase the Arrowhead Ranch Water Company (ARWC). The board will update the community as we move forward in this process. Arrowhead property owners will make the final decision by vote on whether to purchase the ARWC.
2. **Update on Governing Documents** – Patty Greeves reported that she and Becky Stilley will continue their review and complete the updates required by Colorado Common Interest Ownership Act (CCIOA), which governs HOA's, this summer. They hope to finish this large task and plan to post the results later this year. Patty worked with Jacob With, LOR, this past winter reviewing all Arrowhead forms. All committee heads are required to use the updated release forms (new fire permit forms; new release of liability; etc.), from this date forward. Becky Stilley has been working closely with Earl Fay, Committee Chair for Design Review Committee (DRC), to streamline their forms while making them user friendly. These forms are now approved and posted on our AIA website for use.

3. **2018 Temporary Arrowhead Camping and RV Regulations.** The temporary refers to the use of these revised RV regulations this summer. Kim Norwood met with Dave Reddish, Lead Patrol Officer, and put the new guidelines in place for this summer. Patrol will be actively driving each and every Arrowhead filing road daily will make a courtesy visit with both (1) property owners who are RV owners and (2) cabin owners who wish to store their RV on their lot this summer. Kim will address a gathering of all Arrowhead Patrol Staff this Sunday, May 20<sup>th</sup> to review these standards and provide the training necessary to ensure all employees understand their duties with respect to the new requirements. Patrol will compile the information required to allow tracking the arrivals and departures of all RV's at Arrowhead. The board will present this report at the August Annual Home Owners Meeting, as promised.
4. **Report on March 23, 2018 Special Budget Meeting** – Dale Breckenridge reported on the Special Budget Meeting held in March. The board was pleased with the excellent turnout by property owners and completed a good working budget for 2018. Dale addressed several line items and explained the adjustments made to the attendees. The proposed budget has been posted for interested owners to review and comment upon since April 2018 and will be voted upon today during New Business.
5. **Update on Arrowhead Forest Refuse Site re-location.** Jim Matteson reported that board members met with the engineer recommended by LOR and have a plan for the construction of the new road required. We are asking owners to remember and spread the word that the old site is now closed and cannot be used. We hope to be ahead of schedule in our remediation of the old site, returning it to its original state, as requested by the property owner. The board will try to complete the new site as quickly as possible. Once the committee has established a date to open the new area up for use, all owners will be notified. The board reminds owners that they are to stack any forest refuse material on their property until the new refuse site opens. Property owners are NOT to burn this debris in their fire pits nor to haul it up country for disposal. This is strictly prohibited by the Forest Service (USFS) and is punishable by law.
6. **Update on 2018 Sucker Fish Abatement and stocking dates for Flint Lakes** – Becky Stilley reported that Master Bait of Gunnison has their traps set at Lower Flint Lake to catch as many of the Sucker Fish missed last year as possible. The process worked well and it's a win-win situation for all. Becky provided the two dates set for stocking Flint Lakes. The first fish drop will be Tuesday, May 22, 2018 and a second fish drop will be Tuesday, June 26, 2018, just prior to the 4<sup>th</sup> of July weekend. As a reminder, the lake will be closed to fishing between the Tuesday fish drops until noon of Friday of that week to allow the newly stocked trout to settle into their new location.

## **NEW BUSINESS**

1. **Report and review of Action Without Meetings (AWM).** President Kim Norwood reported on the AWM's held between January 2018 and this meeting: a) Approval of Bill Bensley and Bill Morris to DRC on January 25, 2018; b) Approval of Jeff Wolkart to DRC on April 8, 2018; c) Approval to post 2018 Revised Arrowhead Budget on April 27, 2018; d) Approval to cover the engineering costs for the new Refuse Site Road on April 27, 2018; e) Approval of

new DRC Forms on May 4, 2018; f) Approval of revised and reviewed Arrowhead forms by LOR on May 4, 2018; g) Approval to move forward with search for replacement of Arrowhead Water Truck on April 29, 2018; h) Approval to hire Annie Grace Haddorff to Reserve Patrol on May 19, 2018.

2. **New Actions:** a) Diana Soong was appointed to the Arrowhead Election Committee by unanimous vote. b) Jennifer Thomas was appointed to the DRC by unanimous vote.
3. **Call for a vote on the 2018 Arrowhead Budget.** Dale updated the community on the changes needed to provide funding necessary for the purchase of a new water truck. Bridget Isle moved to accept the current version of the 2018 budget. The motion was seconded by Dick Bloss and passed unanimously.
4. **Discussion and possible vote to upgrade our AIA Website** – Bridget Isle reported that our Arrowhead Website has not been updated in over 13 years and asked Lisa Ditmore, Arrowhead Communication Manager to explain to all present the importance of making this update. The requested changes will allow property owners with smart phones and iPads to access the “Drop Down” information now available only to Desktop Computer users. The changes will allow all users to fill out forms and submit them directly from the site. With this requested \$2,800.00 upgrade, our website will be user friendly and effective for smart phone users, iPad users as well as those using Desktop and Laptop computers. Lisa is working closely with our webmaster, Robb Pennie, to bring our Arrowhead website up to 2018 standards. Patty Greeves moved to approve the website upgrade. Becky Stilley seconded the motion and it passed unanimously.
5. **Back Taxes and other issues with AIA Owned Property** – Dale Breckenridge reported that the board has opted to pay only current taxes to Gunnison County on the six (6) lots owned by the association. The back taxes will not be paid until the lots sell or there is a Gunnison County Treasurer’s sale of the lots. Any late penalty is minimal with this course of action.
6. **Discussion and possible vote to replace the Patrol Mini Truck** - Jim Matteson briefly summarized his Old Business discussion of this subject so the vote could be held under new business. Our 2018 Budget is tight, so the board has opted to continue to study options and direct Patrol to use the now repaired and working snowmobile this coming winter, 2018-19. The board will address a replacement ‘year around vehicle’ next summer. The board will be actively research the options on the best way to sell/dispose of the Mini Truck and minimize losses. Patrol will use the repaired snowmobile this winter season. No vote was required at this time.
7. **Discussion regarding 2018 Fire Permits for Arrowhead owners/Gunnison** – Dick Bloss and Patty Greeves reminded the community that Gunnison County Officials are expecting a very dry summer season due to the light snow pack this past winter season. Arrowhead will follow Gunnison County’s lead on posting any “No Burn” days and any restrictions as we are notified. The Association will also be posting the current status as we have in years past in the proper locations along the Alpine regarding the fire restrictions and conditions. Patty Greeves presented information to those present on the reviewed and now updated Arrowhead Fire Permit for 2018. There are a few changes in the 2018 Fire Permit over what was stated in our past document. Patty has worked closely with Dave Reddish and Jacob With of LOR to update this document for the benefit of the community. No representative is

in attendance representing the AVFD or AFPD. The AIA board will be looking into the different ways to notify the owners of fire conditions.

- 8. Discussion and possible Vote on emergency parking and staging area on Ute and Alpine –** Dick Bloss and Kim Norwood discussed the need to have a parking/staging area at the intersection of Ute Road and Alpine Plateau Road. This subject was brought to the attention of board members at an earlier date by Jim Gelsomini, Arrowhead Fire Chief. This past winter when emergency fire crews showed up as back up from Gunnison County Fire, there were no areas suitable for these responders to park. The board plans to have our heavy equipment operators scrape out a small parking area at Ute and the Alpine Plateau Road which will allow Arrowhead and Gunnison County First Responders an area to park when the emergency is at the north end of Arrowhead. The board unanimously agreed that this parking area was a necessary priority and it was determined unnecessary to make a motion or take a vote at this time. A sign will be posted restricting this parking area to First Responders responding to an active emergency.
- 9. Discussion regarding review of Arrowhead Insurance Policy with LOR –** Patty Greeves and Dick Bloss reported that they had meet at the offices of the Law of the Rockies with a spokesperson from Moody Insurance Agency with whom we've contracted for the insurance policies needed by our association for many years. With the help of Jacob With, LOR, and Moody Insurance Agency, several changes were made to update our association with changing times and situations faced by the association. Both Patty and Dick were confident this was a very productive meeting and that the update was long overdue to ensure our association is truly fully covered.
- 10. Discussion and possible vote on the need to purchase of new water truck -** Jim Matteson shared some of the safety concerns with our 30+ year old Arrowhead Water Truck. The individual problems have collectively created an extreme safety hazard to Arrowhead employee who operate it and a liability to the association. We have some funds in the Reserve Study although we expect the cost for a good replacement water truck could be as high as \$45,000 to \$50,000. Board Member Jim Matteson is actively searching different sales sites in search of a suitable replacement. When he finds one, he, Dick and our Arrowhead heavy equipment mechanic/employee, Curt Strange, will travel to the location and do a thorough examination of the equipment. As this project progresses, more information will be provided to the community. Jim made a motion to approve spending up to and not to exceed \$50,000 on the purchase of a new/used water truck. The motion was seconded by Bridget Isle and passed unanimously.
- 11. Discussion and possible vote whether to allow Mag Chloride to filing roads -** Jim Matteson reported that several property owners have requested permission to add Mag Chloride to the filing roads in front of their homes this summer to help control the dust. The pros and cons were discussed. Property owner, Gary Dean, spoke on behalf of a group of owners making the request. The group is comprised of from 10 to 12 property owners who will all share in the cost of a single application. The board voted to approve this for one season, the summer of 2018 only, and will ask each owner wishing to do so to be a good neighbor exercise due diligence in contacting their surrounding neighbors of the planned application of Mag Chloride before the application is applied. Each owner will be asked to sign a waiver regarding this one-time application to the common grounds/filing

roads. The group has requested the support of an Arrowhead employee and Arrowhead water truck to water down the roads before this application. To this end, each owner will be asked to either give two hours of their time to the association or pay the time used by our employee in the amount of \$25.00. A motion to allow this one-time application of Mag Chloride on a trial period for the 2018 season only was made by Jim Matteson and seconded by Dale Breckinridge. The motion passed unanimously.

## **COMMITTEE REPORTS:**

- 1. Communications – Lisa Ditmore** reminded attendees and board members that the deadline for articles to be included in the upcoming Smoke Signals is this next Thursday, May 24<sup>th</sup>. Lisa also expressed her gratitude (“a huge thank you!”), to Bobbie Kerns, Kathy Koeltzow and Jim Gelsomini for their hard work this winter with the updating and new areas added to the Arrowhead Information Book. Lisa will be adding a new page to the website solely for the purpose of storing and making this printable Arrowhead Information Book accessible to all. Lisa will be happy to assist any property owner or Real Estate agent selling Arrowhead property, the help needed to successfully print copies of this book as needed for new owners. The Association will not be printing copies of this booklet. Printing this “online” publication is up to the individual property owner.
- 2. Design Review Committee – Earl Fay** reported that this summer looks like a busy season for DRC. They are busy working with owners on the construction of new homes, driveways, RV pads, porch additions, garage buildouts and deck extensions. He is also very enthusiastic about the new committee members who have applied and been approved as new committee members to help with the work. Earl is eagerly anticipating the 2018 construction season.
- 3. Election Committee – Lindy Linder** reported that this year we will be voting on two open seats on the BOD, each with a three-year term beginning in 2019. If you are interested in serving on the board of directors, please send your letter of interest to the Arrowhead Business Office, Attention Agnes, to be received no later than July 19, 2018. As a reminder from the Election Committee, if you own your lot in an LLC, corporation or other legal entity, you are required to let our Arrowhead office know the identity of the designated voter from your group. Only one individual can be the designated voter for your group. This is a one-time task, so once accomplished, you don’t need to do it again unless there is a change of individuals within the group.
- 4. Forest Management – Bill Conway** reported that he and volunteers will be working on separating and bagging the MCH Patches to make them ready for pick up. If interested in assisting, please contact Bill. He also reminded the community that the old Forest Refuse Site is closed, but he has had to stop several residents from trying to dump their slash in the old location. The association is working with Gunnison County to fully comply with all required regulations and the required road to the newly designated Forest Refuse Site. The date the new site will open will be announced as soon it can be established. Additionally, on Saturday, May 26<sup>th</sup>, between 9:00 AM and 12:00 PM, the community will hold a cleanup project up behind the Winter Parking Lot. Please bring appropriate tools, however, no

trailers are needed on this date. The workers will be making piles of debris for future removal to the new Arrowhead Forest Refuse Site when opened.

5. **Patrol – Dave Reddish** announced the addition of Annie Grace Haddorff to Reserve Patrol. This will make Annie and Brad Fowler available to assist the current full time Patrol Officers. Currently Arrowhead Patrol Officers include Dave Reddish, Leonard Wasilewski, and Doug Maffry as the full-time officers for weekly rotation. Patrol will be assisting the association this summer with the new 2018 RV Regulations. Please remember to update any needed AIA stickers and your 2018-19 yearly Fire Pit Permit. Please contact Patrol and set an appointment with Patrol so they can stop to assist you in these areas.

**OWNER ANNOUNCEMENTS AND COMMENTS:**

- a) Clyde Vavrik reminded the community that the exercise classes are held at the firehouse on Monday, Wednesday and Friday from 10:00 AM to 11:00 AM.
- b) Reminder that Tuesday's Pot Luck at the Fire House will be a "Good Bye" gathering for Toby and Kathie Ezell.

**BOARD ANNOUNCEMENTS:**

- a) Patty announced that beginning this year Arrowhead Patrol will be taking over the Horse Corrals. Please contact Patrol and make arrangements if you would like to house horses this summer. Joanie added that last year we did have several day riders who, as planned, parked their trucks and horse trailers in the parking lot for that period of time.
- b) Board Member, Jim Matteson, reminded the community to expect some traffic control on the Alpine Plateau Road this summer. Both Gunnison County and the U.S. Forest Service plan some construction/upgrades to the Alpine Plateau Road. As soon as we know the exact dates, the association will notify the community.

**ADJOURNMENT:** With no further announcements or business, a motion to adjourn was made by Bridget Isle, seconded by Dale Breckenridge, and passed unanimously. The meeting adjourned at 3:50 PM.

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

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

05/24/2018

**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.**

**Attachment 1: Treasurer's Report**

For the month of April we had \$85,791 of income and total expenditures of \$57,816 for a net income of \$27,975.

For year to date we had a total income \$187,734 and total expenditures of \$137,644. The net income for 2017 was \$50,090.

An item of concern in our income statement is the year to date amount of \$18,295 that we have spent on heavy equipment repairs and maintenance. This amount is more than allocated for heavy equipment repairs and maintenance in our proposed 2018 budget. This item needs to be addressed before the 2018 budget is approved otherwise we can do no maintenance on our heavy equipment for the remainder of the year.

Our balance sheet shows our member contribution (reserve funding) at \$542,436 while our reserve study shows that we should have \$413,659 in our members contribution fund. This leaves us with an excess of \$128,777 in our reserve fund over our required amount. The reserve funding plan shows us spending about \$32,000 to \$40,000 this year out of the reserve funds.

**Delinquencies in Dues as of May 15, 2018**

There are 22 lots more than 180 days overdue in paying dues for a total amount due of \$16,014. 13 of these delinquent lots owe less than one year's worth of dues (\$480) and hopefully will be paid in the near future.

**Monetary Assets as of April 30, 2017**

<b>Checking/Savings</b>	
101 · Checking	\$140,935
106 · Money Market Funds	\$564,919
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<b>Total</b>	<b>\$705,854</b>