

**DRAFT**  
**ARROWHEAD IMPROVEMENTS ASSOCIATION**  
**REGULAR BOARD MEETING**  
**SATURDAY SEPTEMBER 17, 2016**  
**ARROWHEAD FIREHOUSE**

**PLEDGE OF ALLEGIANCE:**

Veteran Bob Hernandez led the audience in reciting of the Pledge of Allegiance.

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

President Mike Wigent called the regular board meeting to order at 2:00 P.M. Also present were Secretary-Bridget Isle, Treasurer-Al Hale, Member-Dale Breckenridge, Member-Jim Matteson, Member-Kim Norwood. Vice-President-John Moseman was absent. A quorum was determined.

**AGENDA:**

Dale made a motion to accept agenda as written. Motion seconded. Motion passed.

**APPROVAL OF JUNE, JULY AND AUGUST SPECIAL BOARD MEETINGS, ANNUAL MEETING AND REGULAR BOARD MEETINGS:**

Dale made a motion to approve all meetings minutes for June, July and August as written. Motion seconded. One audience owner requested some changes to be made. Dale made a second motion to approve all meeting minutes in June, July and August with the changes discussed. Motion passed.

**PRESENTATION:**

Bob Hernandez presented a Vision and Lifetime Achievement Award to Jim Squirrell.

**REVIEW OF FINANCIAL STATEMENTS:**

Al discussed the financial statements for August 2016.

**OWNER COMMENTS:**

None

**OLD BUSINESS:**



**UPDATE ON 2017 ANNUAL BUDGET:**

Al reported status of the 2017 annual budget final draft the Board of Directors (BOD) discussed at the Friday Special Board Meeting.

**UPDATE: CAMERA INSTALLATION IN THE MAIN PARKING LOT:**

Mike reported on the research on the installation of the cameras.

**UPDATE: PIPELINE**

Mike and Jim Squirrell reported on the progress for the installation of the pipeline in the diversion ditch.

**UPDATE: PATROL VEHICLE:**

Jim reported on the progress for the modifications of mini-truck patrol vehicle.

**UPDATE: ALPINE ROAD:**

Jim reported on the road improvement negotiations.

**NEW BUSINESS:**

**ANNUAL REQUIRED REVIEW OF REGULATIONS AND POLICIES:**

Mike reported that Jacob (Law of the Rockies, LOR) suggested to wait till January to go over the rules and regulations when the new BOD is seated.

**REVIEW AND FINALIZED WINTER PATROL ACTIVITIES:**

Mike reported that patrol will check cabins from the beginning of a driveway if the driveway is clearly marked and the owner has signed a waiver. Patrol will no longer drive around cabins to pack snow or check on cabins. Will and Ron will open driveways in the Spring if requested in a timely manner.

**SET WINTER PARKING LOT OPENING DATE:**

Mike reported that the opening is set for Saturday, October 15<sup>th</sup> at 9:00 A.M



**SET FOR RV'S NEED TO BE REMOVED FROM ARROWHEAD:**

Mike reported that the date for removal of RV's is on or before Monday, November 14<sup>th</sup>. Please be aware of the weather.

**PARKING LOT FEE:**

Same as last year.

**ADDITIONAL FUNDING FOR ARROWHEAD PATROL MINI-TRUCK:**

Jim made a motion to purchase tracks and accessories for Arrowhead Patrol Vehicle up to \$10,000. Motion seconded. Motion passed.

**COMMUNICATIONS:** Cappi reported articles for BOD are due Friday, September 23<sup>rd</sup>.

**OWNER E-MAIL STATEMENTS:** Mike reported that if you want to have your AIA dues statement emailed instead of a paper statement, you can fill out the form on AIA website and submit it to Law of the Rockies.

**DESIGN REVIEW:** Joyce reported it was a busy summer for building activities. There are two vacancies on the committee that owners can apply for.

**ELECTIONS:** Lindy reported that the ballots will be mailed out September 30<sup>th</sup>. Bob Hernandez has withdrawn his name. Please make sure to sign the envelope before mailing.

**FIRE PROTECTION DISTRICT:**-Don reported there is a public meeting for their board to discuss their 2017 budget at 1:00 P.M. the 2<sup>nd</sup> Friday in November.

**FOREST MANAGEMENT:** Bill reported on the breakdown of volunteer hours during cleanup days and how it helps AIA receive grants for mitigation. (Attachment 1)

**HEAVY EQUIPMENT AND MAINTENANCE:** Jim reported that there is some scheduled repair and maintenance to do on the equipment to get it ready for winter.

**ARROWHEAD PATROL:** See report. (Attachment 2)

**BOARD ANNOUNCEMENTS:**

AIA is looking to obtain owner phone numbers in order to provide notifications if needed. There were four tree cutting violations this summer.



There is a tentative hearing open to the public for a tree cutting violation on Friday, October 7<sup>th</sup>, 9:00 A.M. at the firehouse.

There was one RV violation this summer.

AIA is selling the Arctic Cat Snowmobile that was used by Arrowhead Patrol. Watch for announcement when it will be available for sale.

**OWNER COMMENTS:**

1. Mike reported about the shots fired at the forest refuse site. Arrowhead Patrol reported the incident to the Sheriff department.
2. The lock at forest refuse site continues to be damaged or stolen. A new lock will be purchased.
3. Arrowhead Awareness booklet will be updated.
4. The Snowmobile Club is having an ATV ride Saturday 24<sup>th</sup>, time @ 11:00 A.M. Meet at Arrowhead Lodge. Everyone welcomed.
5. Potluck is every Tuesday at firehouse.
6. Exercise class is on Monday, Wednesday and Friday at 10:00 A.M. at firehouse.

**ADJOURNMENT:**

4:00 P.M.

Submitted: Bridget Isle



## ATTACHMENT 1

### Forest Manager Report

OCTOBER 17, 2016

14 spruce trap trees that have been laying around Arrowhead all summer collecting spruce beetles were removed in September. Arrowhead received a \$10,000 grant from the Colorado State Forest Service for the removal of these trees and the beetle infested Douglas fir trees that we will find in the spring. When the Douglas fir trees turn red in June, there will be about 10 days to remove the trees from Arrowhead before the beetles fly to adjacent trees. This program, along with putting up MCH packs, is our primary defense against bark beetles and is the reason that the Arrowhead forest looks so much better than many surrounding areas.

Information on ordering **MCH packs** will be put out around Thanksgiving time. In 2016 a total of 12,600 MCH packs were put up, including but 2000 on Arrowhead common land. Despite this large effort there are still many additional owners who should be putting up MCH packs. If you have Douglas fir or spruce trees on your property they are at high risk of being killed by bark beetles. If you are near an area where trees have been killed in the last two years, your trees are at extreme risk. MCH packs are a cheap and effective way to protect your trees. If you are not available to put the packs up at the proper time in June, there is a volunteer program available through the fire department to put them for you with an optional donation of your choice to the AVFD.

Enough about bugs for now. Let's talk about a few other programs that some may not know about.

**Hazard trees** – I wrote about 40 permits this summer for the removal of green trees on private lots. Most of these were trees that were a hazard to structures or parking areas. These permits are a requirement of our regulations which stipulate a minimum \$1,000 fine for cutting a green tree over 2" diameter without a permit. No cutting of standing green trees on common land is allowed. Dead and down material can be removed from private lots or common land without a permit provided that soil disturbance is minimized and standing green trees of any size are not damaged. There is no charge for the permit and they can usually be provided within 24 hours. If there is a tree on common ground that you feel is a hazard to your improvements contact Bill Conway and he will review the tree and have it removed if it is determined to be a hazard. If you have a tree emergency, permission can be obtained by phone year round by calling Bill Conway at 541-729-6259.

There is a national program called **Fire Wise Communities**. Arrowhead received that designation in 2015 and there are requirements we have to meet for renewal each year. One of the items that is used for qualification is the number of hours that our volunteers contribute on the monthly clean up days in the summer. This year that totaled to 331 hours - Great Job!!! The Fire Wise designation helps us to qualify for grants and is also makes it easier for residents to obtain fire insurance. Those that have USAA insurance can get a 10% discount if they notify the company that they are in a Fire Wise Community. Additional information is available on the Fire Wise website. Arrowhead is one of only two Fire Wise communities in Gunnison County.

Speaking of **Insurance**; if residents are having difficulty obtaining fire insurance or if you receive a cancellation notice, I can provide you with information that can help you obtain insurance. If you receive a letter from an insurance company telling you what trees you have to cut around your house you need to contact me for permission to do so. If that request does not fit into Arrowhead guidelines, I can help you communicate with the insurance company or find another carrier. One very important point that I start from those discussions is natural fire return interval. That is the average time between lightning fires occurring on any given acre. For pine or brush country in the west; such as the eastern slope of Colorado that fire return interval is about 20 to 30 years. For the high elevation mixed conifer and aspen timber type of Arrowhead the fire return interval is about 220 years.



**Forest Refuse Site** – Because residents are not allowed to burn forest debris on their lots, Arrowhead provides the Forest Refuse Site for disposal of that material. The site is leased from an adjacent private landowner. The pile created each year is usually about 80,000 cubic feet and is one of the top three largest single piles in the state. A smoke management permit is required to burn the pile each December and in order to get that permit there are certain requirements that must be met. The pile cannot contain building materials, household garbage, metal objects, or stumps. The stumps are excluded because they burn longer and the objective is to have a fast hot fire that burns the pile up quickly. In addition we are required to make as much fire wood available as possible to reduce the amount and average size of material in the burn pile. A permit is obtained each fall at a cost of \$100 and the Arrowhead Volunteer Fire Department burns the pile during a snow storm (another requirement) in December.

**Mitigation and Defensible Space** has to some degree taken a back seat to dealing with beetle problems the last few years. This work is still very important to reduce the fire risk on your property and to the community as a whole. The Western Region Wildfire Council (WRWC) is still providing grants up to a 75/25 match (25% paid by the home owner) for work done on their property. This program requires the assistance of a WRWC representative or a State Forester. At Arrowhead that requirement has been delegated to me and I can help you set up an agreement with the WRWC , a contract with a contractor to do the work. Three projects have been completed in 2016 and if you are interested I would be happy to show those projects to you.

If you have any questions about the items discussed here or any other questions about trees, feel free to contact me at 541-729-6259 or [bbconway@earthlink.net](mailto:bbconway@earthlink.net)

Bill Conway

Arrowhead Forest Manager



## Attachment 2:

AIA Patrol Report  
Sep 15, 2016  
David Reddish - Lead Patrol

The following, in no particular order, are the AIA Patrol needs and recommendations for the coming year.

### Uniforms

The current uniforms, while in over-all good shape, need to have the word "Security" replaced with "Patrol". Patches were ordered and have been received that will serve as replacements for those on the current uniform shirts. The concern is for the coats and coat/liners with large lettering. Also needed are metal badges and name tags.

*Recommendations:* Purchase of new badges, name tags, and a sweater/coat combination. Currently Patrol has larger patches that can be sewn on the back of the sweaters and coats.

### Running Drives

At this time I have received two requests to have drives run this coming winter. I have told the property owners that I would run their drives if properly marked from and back to the filing road. The owners have agreed to do so and have signed the Liability Waiver.

*Recommendation:* I believe it is good public relations to offer this service IF the requirements of marking the route and signing the liability waiver are met. The property owners will need to be educated as to the proper marking of said trails which will need to be in graphic as well as written form in as many venues as possible and as often as possible.

### Tablet Computer

Currently Patrol has Arrowhead property owner data in 5 binders and 3 file folders. To carry and access this information is cumbersome. Much of the information is out of date. The idea of having all information on a portable computer that can be accessed and updated easily as well as the ability to cross-reference data has a lot of merit. Some of the concerns:

- Durability of the hardware particularly in the winter
- The ability to back-up the data
- Security of the data
- Who has access to the information
- Training of Patrol members in the use of the tablet
- Possibly the greatest problem - Getting the information into the tablet/computer/cloud

*Recommendation:*

- For ease of cross-referencing and updating information, I recommend a database program in lieu of a spreadsheet.
- Using an alphabetical listing of current property owners obtained from AIA HOA management, hard copies of owners no longer associated with Arrowhead could be culled from the main binders. (This might not be a bad idea whether or not we get the remaining data into a computer.)
- As Patrol personnel go about their daily business (issuing A&B stickers, fire pit inspection, etc.) they would have the property owner make certain their information, in the binder(s), is up to date. The Patrol member would make note of the updated hard copies then would end their day by entering the noted information into the computer and marked the hard copy as "Entered".
- Eventually, the majority of the information in the binders will be transferred and it will be a matter of filling in data not already entered.

### Staffing/Scheduling

I am currently working on getting the staffing calendar online so that the Board can see who is currently "on" and Patrol members can post days/dates they need to switch or have off as well as when they are working.

*Recommendation:* Since it is much easier to schedule with a larger staff than a smaller one I recommend that Leonard be brought back on board.

### Miscellaneous

- The fire pit form needs to be revised.
- Lead Patrol pay form needs revision.
- Communication needs to be improved between First Responders, the fire department, and Patrol.
- A list of contractors, what they do, and their contact information is needed which should be updated regularly. (Snow removal, fire pit construction, lot clean-up, etc.)