

**WILLOWBROOK HOMEOWNER ASSOCIATION  
ANNUAL MEETING  
NOVEMBER 7, 2009**

**I. CALL TO ORDER**

The meeting was called to order at 9:00 a.m. in the Silverthorne Town Hall.

Board members present were:

Bonnie Brown, President, 375 W. Coyote	Jim Anderson, Vice President, 1625 N. Chipmunk
Bob Brocko, Director, 250 E. Coyote	Mike Schneider, Director, 252 Coyote Court
David Hula, Treasurer, 487 Bighorn	Dave Marony, Alternate, 462 Big Horn Circle
Chad Guinn, Alternate, 245 E. Coyote	

Owners present were:

Katherine Sinclair, 1615 N. Chipmunk Ln.	Margaret Smith, 313 N. Chipmunk Circle
Connie Tussel, 488 Marmot Circle	Ann Steinbarger, 242 E. Coyote Ct.
Sheila Groneman, 249 E. Coyote Ct.	Ray Raczkowski, 243 E. Coyote Ct.
Daniel Burnett, 254 E. Coyote Ct.	Sharon Farmer, 103 Badger Ct.
Sandra Franzen, 410 Big Horn Circle	Audrey Morris, 515 Big Horn Circle
Mary Kay Rachwalski, 209 E. Fox Ct.	Howard Hallman, 211 E. Fox Ct.
Howard Hillman, 213 E. Fox Ct.	Mark Hanschmidt, 592 W. Coyote Dr.
Keith Brown, Maryanne Gaug, 596 W. Coyote	Kathryn Davis, 395 W. Coyote Dr.
Bill Marvin, 130 Woodchuck Ct.	Markus Winter, 137 Woodchuck Ct.
Bob & Peggy Smith, 313 Chipmunk Circle	

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

**II. PROOF OF NOTICE/QUORUM**

With twenty-six owners represented in person and thirty-five by proxy a quorum was reached.

**III. APPROVE PREVIOUS MEETING MINUTES**

Three corrections were made to the minutes: (1) Correction of David Evans address (2) Under Financial, first full paragraph, "Willowbrook" homeowner, and (3) Incorrect HOA annual meeting date from November 6 to November 7, 2009.

Ann Stanbarger made a motion to approve the minutes of the November 1, 2008 Annual Meeting as corrected. The motion was seconded by Bob Brocko and carried.

**IV. PRESIDENT'S REPORT**

**Bonnie Brown reported on the following:**

Thank you:

1. Board of Directors
2. Summit Resort Group
3. All homeowners that are current on dues-only 4 unpaid
4. Homeowners that are keeping up their property
5. Dumpster Volunteers-passed around sign up sheet for new volunteers  
Kathy Smith for landscaping

Dumpsters-At last HOA meeting, the homeowners charged the board to come up with a plan to take action regarding dumpster improvements. With the economy, the board thought it best to hold off with any special assessment. HOA has fixed four dumpsters from money in the maintenance and grounds budget. HOA is saving \$1,400 per month on trash pick up by only have once a week pick up during non holiday winter months.

Revised Rules and Regulations-The major change in this document is the improved parking clause.

Violations-This is the first year that the HOA has been consistent in enforcement. Sixteen owners cited. All violations cited have been rectified.

E-mail-Those who have not given e-mail address to SRG, having it would be helpful.

Reminders

1. No parking on snow easements
2. Pick up after you pets
3. Keep pets on a leash
4. Do not speed throughout subdivision

## V. FINANCIAL REPORT

### A. Year to Date Review

#### Financial Report as of October 31, 2009 close

October 31, 2009 close financials report that Willowbrook has:

\$31,992.16 in the Checking Acct  
\$33,351.91 in the Reserve Fund  
\$6,909.68 in the Mailbox Fund  
\$17,987.53 in the Alpine Bank CD (2 yr)

October 31, 2009 Profit and Loss statement reports \$67,332.84 of actual expenditures vs. \$80,406.82 of budgeted expenditures.

Mike Schneider made a motion that any excess of membership income over membership expenses for the year ended December 31, 2009 shall be applied against the subsequent tax year member assessments as provided by IRS Revenue Ruling 70-604. Peggy Smith seconded the motion and with all in favor the motion carried.

### B. 2010 Annual Budget

Increase to dues of 4.7%-\$15 per unit per year

Areas of change from 2009 to 2010 include:

611 Management Fees - \$594 annual increase

621 Insurance - \$47.92 annual increase

665 Trash Removal - \$5189 annual decrease

666 Snow Removal - \$4500 annual increase – This was questioned. Explanation given addressed no increase in snow removal price and a need to increase to extra snow haul if needed.

673 Supplies and Materials - \$500 annual increase

675 Grounds Maintenance - \$2398.72 annual increase

Bob Brocko made a motion to approve 2010 proposed budget as presented. Maryanne Gaug seconded the motion and it carried.

## **VI. OLD BUSINESS**

### **A. ARC Report**

Jim Anderson reported on the following:

The 2009 ARC consisted of 5 members:

Jim Anderson

Don Hansen

Betty Naftz

Chad Guinn

Mike Bohlender

Jim thanked them for their work and all but Mike will continue on the ARC for this next year. Additional volunteers interested in the committee may notify Jim or SRG. The ARC reviewed 20 applications through the end of October and all were approved with limited changes if any.

Question was asked regarding sex offender policy. It was stated that they have rights and it is illegal to advertise that there are sex offenders in the neighborhood. If homeowners are interested in knowing who the sex offenders are in Willowbrook, the names are available at the Police Department or on the state website. SRG will make that information available to homeowners on website.

Installing solar in homes was discussed. This is not prohibited by HOA; however, owners planning to install solar must fill out and submit the proper remodel request form.

Dark Sky Ordinance-SRG will check into this for specifics.

## **VII. NEW BUSINESS**

### **A. Willowbrook Governing Documents**

The board began reviewing modifications to the HOA governing documents in order to make them consistent, as there are 5 separate filings and in some instances the intent is contradictory. Representatives from the board met with the HOA lawyer and the board decided that before they spent any more time or money, they should determine whether or not they had the capability of reaching the needed numbers of the 286 homeowners for approval. In June a survey was sent to 115 of the members via email to gain their feed back on modifications to the documents. Of the 115 surveys sent, 27 were returned and of the 27, 22 were for modification of the documents and 5 were opposed. Based upon the response to the survey, the board did not feel that there was the interest or support of the members to start and work on the document changes.

Summit Resort Group will post the major differences on the web site as stated by the legal team so that those interested can view them.

**B. Landscaping Plans 2010**

Chad Guinn gave a report on the 2010 landscaping plan. Priority will be placed at entry. Irrigation will be re-established in areas where needed. Continued weed spraying and Willowbrook Road landscaping will also be priority. A homeowner expressed concern about fire danger given the tall grass in common areas this season and wanted the grass to be kept shorter next year. Board will take that into consideration.

**VIII. ELECTION OF DIRECTORS**

There are two board positions and one alternate position up for election. (Mike Schneider, Bob Brocko, both full terms and Alternate Dave Marony, one year left) Mike Schneider would like to continue for another term. Bob Brocko would not. Robert Smith expressed interest in serving full time. Markus Winter indicated that he wanted to serve as an alternate.

A motion was made by Sandra Franzen to elect the slate by acclamation. The motion was seconded by Bob Brocko and carried.

**IX. OWNER FORUM**

It was recommended that light bulbs at mailboxes and at entry be changed to CFL bulbs. SRG will see to this change.

Bill Marvin mentioned curb blowout by his home. Markus Winter also has that problem. Jim Anderson will get further information from these homeowners and follow up. SRG will facilitate talks between the town and HOA.

**X. SET NEXT MEETING DATE**

The next Annual Meeting was scheduled for the first Saturday in November 2010.

**XI. ADJOURNMENT**

With no further business a motion was made and seconded to adjourn at 10:45 a.m.

Approved By: \_\_\_\_\_

Board Member Signature

Date: \_\_\_\_\_