



## SPANISH PEAKS OWNERS ASSOCIATION

### Minutes of Board of Directors Meeting August 19, 2013

Notice of the meeting was provided. The meeting was held via telephonic conference.

Board Members present in person or by telephone: Tom Nolan, Karen Roberts, and Jon Dudley.

Advisory Committee (AC) members present in person or by telephone: N/A

Architectural Review Committee (ARC) members present in person or by telephone: Norm Plaistowe (Chairman)

Alpine Management employees present in person or by telephone: Brian Schmidt and Markus Kirchmayr

Cross Harbor Capital Group representatives: Bayard Dominick

A quorum was established and the President called the meeting to order at 9:00am MDT.

#### Old Business:

**Meeting Minutes:** The board approved the minutes of the July 15, 2013 Board Meeting.

#### New Business:

**ARC Report:** Norm Plaistowe (ARC Chairman) gave the ARC report.

Nine (9) properties are under various stages of construction:

- Ranch 1: No issues. Exterior of the home is substantially complete to include the final grade. There is no driveway yet and a landscape plan has not been submitted. Completion summer 2013.
- Ranch 92: No issues. Backfill is complete around the foundation and exterior walls are being erected. Started construction in early summer 2013. Completion 2014.
- Elkridge 70: No issues. Backfill has started. Completion 2014.
- Elkridge 52: Excavation/Foundation is complete. There are issues with keeping the road clear and gravel off the roadway. Completion 2014.
- Wildridge 25: Construction has slowly continued for the past 3 years. Issues continue with construction materials on trails and roadways and deck railing issues.

- Wildridge 35: Started in 2010. There was no work in 2013 and construction has stopped. The owner and new contractor have agreed to return the site to its original native state and that work should be completed this year.
- Elkridge 75: Excavation has started. There are some issues to include backfill dirt being stored outside of building envelop, trucks parked on roadways, and gravel stored off-site on roadways.
- Elkridge 46: No issues. Exterior construction was completed in 2011. No work was accomplished in 2012. Interior work started in 2013. Completion 2013. No landscape plans have been submitted.
- Wildridge 50: ARC sent a letter to the owner asking for substantial changes to the project before approval is given. Owner has not responded.
- Landscape work at Elkridge 47 and Ski Tip 12 has been completed. A new landscape plan has been submitted and approved for Elkridge 27. There are no issues with any of these projects.

**Manager's Report:** Brian Schmidt of Alpine Management gave the manager's report.

- Alpine continues to conduct daily property checks.
- Forever Green has completed the Spanish Peaks Trail repairs to include staining the picnic table on the Wilderness Ridge Trail. Follow-up pictures will be sent next week and the board plans to conduct an inspection of the entire trail system in the fall.
- Secor Excavation, Inc., to include Brian Schmidt and Jon Olsen, an independent engineer, approached the DEQ to review and update our permits. The DEQ stated we no longer need permits and the maintenance of all roads and ditches are now the responsibility of the SPOA. No date has been established to start the repair to the ditches, but initial work on the main development roads are expected to be completed late summer and fall of 2013.
- Although the Knife River chip seal project is completed, there is a complaint from one of the residents about excess chips on Elk Meadow Trail. Alpine will inspect the road and help the board determine if we need to accomplish additional chip pick-up sweeps.
- Northwest Management, Inc., has started work on the forest management/fuel reduction project. Work should be completed by September, 2013.
- Melissa Bradford has completed spraying for noxious weeds in all contract areas.
- The snow removal contract was renewed for 1 year with K7 Snow Works.
- Fence repair, to be done by Kevin Kusto of K7 Snow Work, will start next week.

**Treasurer's Report:** Karen Roberts, SPOA Treasurer, gave the treasurer's report.

- **The Board approved a motion to expense all reserve expenses as they occur and not to capitalize them**
- There are 10 chronic delinquencies (approximately \$30,000) that have had liens placed against the properties. The debt collection service has not been used recently. We have had success over this past year with collections through the *proceeds of sales* process once a property eventually does sell.
- **FY2013 Forecast to Budget:**

The overall budget for this fiscal year will be approximately \$178,000 over budget as the result of:

**Income being over budget by \$94,000 due to:**

Additional bad debt collections of \$28,000  
 Additional transfer fee income of \$55,000  
 Additional ARC income of \$15,000  
 Interest and late fees of \$4,000 being less than expected

**Expenses being over budget by \$5,000 mainly due to:**

Additional snow removal costs of \$9,000  
 Additional weed control costs of \$25,000  
 New ditch maintenance costs of \$25,000  
 Uncollectible assessment expense being \$17,000 less than expected  
 Not needing the general contingency of \$69,000  
 Depreciation of \$35,000 resulting from the change in accounting policy

**Reserve expenses being over budget by \$264,000 due to:**

Write-off of last year's chip sealing costs of \$149,000  
 This year's chip sealing costs being \$105,000 more than expected  
 Potential additional cost of \$10,000 for sweeping of Elk Meadow Trail

**Other Business:**

- **Elkridge 53 CC&R violations:**  
 A meeting will be scheduled for Friday, August 30, 2013, with both owners along with board members and Markus Kirchmayr of Alpine Property Management. The desired goal is to diffuse this situation surrounding the owners' recent complaints. The green house has been removed with the exception of the wooden base structure. The owners will be asked to remove that structure once the growing season ends due to it being a hazard to skiers and snow grooming operations during the ski season. The owners claim that loose chips are damaging their vehicles. Alpine Property Management and the board will conduct an additional assessment of the roadways.

There being no further business, the President adjourned the meeting at 9:05 am MDT.

Date and time of next scheduled Board Meeting: 4:00 pm MDT, September 27, 2013.

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Jon B. Dudley  
Secretary for the Board

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