

**WILLOWBROOK HOMEOWNERS ASSOCIATION**  
**Board of Directors Meeting**  
**July 25, 2023**

Board members present via Zoom were J Jardim, Mike Molloy, Bill Ashley, Tim Richards and Rob Kingsbury. Representing Summit Resort Group was Deb Borel. A quorum was present.

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- I. **Call to Order** – The meeting was called to order at 6:02 p.m.
- II. **Owners' Forum** – It was noted that the meeting notice was posted on the website. No Owner's, other than Board members, were present. Mark Leidel from the Town of Silverthorne and Hannah Ohlson from Summit Fire and EMS risk management were present.
  - Hannah explained the FireWise program and said that if Willowbrook were to be a part of it, Steve Lipsher would chair a committee. Mike stated that the challenge may be small lots with setbacks. Hannah answered that the program is customized to the needs of the neighborhood. The suggestions are recommendations, not requirements. Mike asked about dry grass in common areas and how would they be mitigated when they are not irrigated. The premise of the program is to have non-combustible items 5 feet away from homes. The board will discuss this under New Business. Hannah was thanked for her time.
  - Mark Leidel updated the board on Trent Park expansion. The layout has changed since the last time he presented. Parking has moved to face east, so headlights will not be into homes. The road has moved further away from homes. Grants have been received totaling \$1.8M for this project. The square footage of Willowbrook property that the town would like to acquire is 6,000 sf. The board agrees that it is wonderful that the road has been shifted to the east. Mark reported that there are plans in the works for a town public meeting in September. Handouts will be emailed to owners informing them of the public forum at Town Hall. Owners will be encouraged to attend. Mark will also present at the Zoom Annual HOA meeting in November. Rob asked Mark for sandwich boards on Marmot stating that parking is only for Willowbrook owners. Mark said he would get some to place in that area.
- III. **Approve Minutes from previous Board Meeting** – The Board reviewed the minutes from the March 21, 2023 Board meeting. **Mike moved to approve the minutes as presented. J seconded, and the motion carried.**
- IV. **Financial Review**

Deb reviewed the May 31, 2023 close financials as follows:

  - May 2023 close reports that the HOA had \$79,684.93 in Operating, \$68,780.66 in Reserves, \$9,882.74 in the mailbox account, and \$75,323.88 in the Edward Jones money market.

- ❑ May 2023 P & L reports that Willowbrook closed \$1,846.57 over budget in operating expenses.
- ❑ The board discussed the areas of variance.

**The board approved the year-to-date financials as presented.**

**V. Managing Agents Report-** SRG reported on the following:

- ❑ Complete / Pending / Report Items
  - Clean out dumpster enclosures as needed
  - The common area trees have been sprayed
  - An additional area of common area that has not been sprayed in the past for weeds was sprayed per county requirement
  - Moratorium is still in place prohibiting the addition of mailboxes. Once lifted, the HOA will be required to install enough boxes for every home in the neighborhood. Rob suggested opening it up to tenants for lock off units if there are additional boxes.
  - SRG has collected the credit of \$1,181.17 from Waste Management that was owed.
  - Deb will confirm that Ford paid his dues.

**VI. Board Actions via Email**

There have been no actions via email since the last board meeting.

**VII. Old Business**

- A. Adams Avenue Extension Update – Mark Leidel has been asked to attend the call in November. SRG will get the packet from him for his public forum to be emailed to owners.

**VIII. New Business**

- A. Snow Haul Off's – the board discussed an email from the Town of Silverthorne stating that beginning in 2024-2025 snow season, snow could no longer be hauled to, and stored on, site. Mark has been asked to investigate this.
- B. FireWise – The board would like Steve's opinion. Steve will be asked to attend the next meeting personally via Zoom to better explain the program and make recommendations for our neighborhood.
- C. Mailboxes – discussed above

**IX. Next Meeting Date**

The next Board meeting is scheduled for Tuesday, September 26, 2023 at 6:00 pm.

**X. Adjournment**

**With no further business, at 5:54 pm, a motion to adjourn was made, seconded and all in favor.**

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Board Signature

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Date