

**Minutes of the  
Arrowhead at Vail Association  
Board of Directors Meeting  
held February 22, 2021  
via Videoconference**

A meeting of the Board of Directors of Arrowhead at Vail Association (the “Association”) was held on Monday, February 22, 2021, via videoconference. Board members present were Diane Loosbrock, Mark Noble, Tim Muffley, George Coleman, Phil Metz, Mary Pat Rapp, and Chad Hollingsworth. Also present were Jerry Hensel, Association Manager, Sid Schultz, Sr. Analyst, and Steve Nusbaum, Senior Manager, for Design Review Administration, Koby Kenny, Director of Public Safety, Randy Smith, Ex Officio, Bill Roe representing Arrowhead Metro District, and Carol Floyd, Secretary for the Meeting. The meeting was called to order at 10:02 a.m.

**Public Comment**

Bill Roe stated the Arrowhead Metro District (“AMD”) service plan has been updated for 2021. It will be presented for approval at this week’s AMD meeting, and will be posted on the AMD page of the Association’s website. He spoke about three planned capital projects including \$400K for a road overlay on Cresta Road, \$100K for AMD’s share of the lighting project up Cresta Road and in the skier parking lot, and \$100K for design and engineering work to determine cost of the Hwy 6 roundabout project. AMD will utilize some of their reserves to complete the aforementioned projects, leaving a \$2M reserve in place. AMD intends to gain more visibility around the collection of sales tax, with focus on short-term rentals and delivery of materials for construction projects within the neighborhood. Bill talked about the importance of sales tax collection in the strategy to continue reducing the mill levy. The goal will be to reduce the mill levy to 16 mills for 2022. Bill reported transportation operations are going well although ridership has been down, most likely because of COVID. Discussion took place in regard to the significance of community support for the Hwy 6 project. Diane Loosbrock asked if there will be a question regarding the roundabout project in the homeowner survey being drafted. Mark Noble explained there will be no question in the survey and said it was decided this matter would be best addressed during the Town Hall meetings. Diane commented there will likely be Town Hall meetings in spring and late summer.

**Design Review**

Sid Schultz said construction activity has slowed from last summer. There are a number of remodels in progress. One conceptual review for a new residence at 124 Windermere Circle is scheduled for the next Design Review Committee meeting.

**Public Safety**

Koby Kenny referenced the Activity Report noting Public Safety services were up slightly and parking issues down 25% year-over-year for January, while the main gate car count was up by over 2,000. Koby spoke about trash container complaints on the log, noting many were called in early morning prior to Public Safety doing their patrol. Two new employees have been hired this year, transferring from other Beaver Creek departments. With the County moving to level yellow, gatehouse occupancy should increase allowing for more staff and improved service levels and satisfaction. Koby reported no employees have been excluded because of testing positive or being exposed to COVID. Two employees have been fully vaccinated, and all remaining employees are now eligible and will be working with the County to receive vaccinations. It has been 770 days since the last employee injury or workers comp claim. George Coleman suggested Public Safety communicate that new transponders are currently on backorder to better manage expectations. Diane Loosbrock asked Tim Muffley to include information on trash compliance, the key holder agreement program, and the present status of transponders in the upcoming newsletter. Diane said she, Randy Smith, and Mark Noble will review the current list of expectations to be incorporated into the Public Safety manual. She requested a meeting to discuss those items with Koby, and he welcomed the opportunity. Randy Smith mentioned following a contractor who entered the west gate by entering a code. Koby responded that a property owner most likely provided their contractor with a code, affirming that all contractors should be entering gates by calling the gatehouse. Diane asked if it would be helpful to notify Public Safety when witnessing such actions, and Koby answered yes. She requested DRC emphasize this policy in preconstruction meetings.

**Landscaping**

Randy Smith prefaced Kathy Aalto’s presentation by stating the reasoning behind postponing landscaping of the main entrance until construction of a roundabout is determined. He informed the Board of the Landscape Committee’s objective to complete the east and west entrances by early July. A recent onsite meeting with the Committee led to the plan being presented today, with the principal idea being to develop a concept for vegetation and look, and apply those

key elements and theme to the other four entrances. Randy said this project will be a topic in the spring Town Hall meeting. Kathy Aalto spoke about the critical pieces identified as perennials to make a statement and blue grass lawn. For the east gate the central island will be the showcase area with lawn and additional plantings on the both sides as a transition to the native area. The trees selection for the median are to be based on fall colors, with removal of the lone spruce. Perennials are focused near Hwy 6 and at the other end of the island and could be supplemented with annuals. The majority of existing trees will be removed because they are thin with minimal impact and will be replaced with a new set of spruce trees. Plantings will be layered from smaller to taller with a variety of leaf texture and color. Much fill work will need to be approved by Colorado Department of Transportation to create a boulevard approach into the entries. A long wall becomes the transition point between the blue grass lawn and native above and encompasses shrub groupings at each end. There is the option to add a steel fence winging out from the entry gates if desired in the future. A pedestrian passage is proposed requiring removal of a couple of spruce trees. Blue grass will be added where the cart path meets the road. A few more spruce and large shrubs will be added to screen the maintenance shed. Tim Muffley asked if there is software capability to provide a 3D image for presentation to the community. Kathy suggested creating a rendering of key sections of the plan. George Coleman asked for clarification on the timeline for this project. Randy Smith answered it is subject to the Board's direction. The Board would need to approve by late March for the contractor to order plants for arrival in early June in order to complete the east and west entrances by July 4<sup>th</sup>. The next steps will be for the Board to discuss cost and provide approval to design the west entrance for presentation to the community at the Town Hall meeting in March. Kathy added that the first approach was one of no regrets, taking the plan to the full extent. She said there will most likely be another round to establish budget vs. value to the community. Jerry Hensel shared a preliminary cost estimate of approximately \$200K for the plan presented for the east gate, noting it includes \$75K for masonry work. He said the Committee will review the estimate and make recommendations. Jerry advised scheduling a contractor very soon if the project is to be accomplished by July 4<sup>th</sup>. Mark Noble asked if a rough estimate for all phases of the project could be provided. Jerry said he anticipates the ability to produce this information within a couple of weeks once the east gate plan is finalized.

### **Committee Reports**

**Operations:** Jerry Hensel said he is awaiting a response from the lighting consultant in regard to increasing the height of seven light posts to accommodate the readers' line of sight from gates to the clock tower for transmission of information for cameras and gate operations. The prototype lamp post will be relocated to in front of the entry gate. A bollard will be installed in its place. The cost estimate for the lighting project is \$250K, approximately \$50K under budget, including a \$25K contingency. Diane Loosbrock asked if the bollards will remain at the east and west entrances. Jerry expressed his opinion that they provide a consistent entry statement.

**Mountain Cam:** Jerry Hensel said he met with Vail Resorts IT Department and has identified a location at Blinky's for installing the web cam that would provide a view of the mountain and lift terminal. He is expecting bids for a still shot camera and video live feed.

**SKIMO Race:** Jerry Hensel reported the SKIMO race was a success. There were 75 participants, and Broken Arrow provided grab and go coffee and burritos. They are proposing a race in conjunction with Mountain Rec at Arrowhead this summer.

**Strategic Planning:** Mark Noble thanked the Board for their responsiveness and commitment in finalizing the strategic plan. He spoke about three objective that have not been committed to including benchmarking of other pool and community centers, a plan to encourage home renovations, and developing a relationship with Vail Resorts headquarters. Mark added the current environment in the Broomfield office is not conducive to working toward this objective, and it will be tabled until next year. The topics of Activities and Events were added to the plan to track timing and budget. Mark referenced the spreadsheet he presented, and suggested committees use this format to update the Board. Phil Metz offered to pull together a competitive analysis from his club development team on amenities across the valley.

**Marketing and Communications:** Tim Muffley informed the Board he will be working on the newsletter this week and asked that they drop him an email with any further topics. He said he has a meeting scheduled with Fresh Tape Media to discuss newsletter formatting and social media. Diane Loosbrock talked about one of Tim's ideas to put together a welcome package to accompany the property owners' manual that is sent to new homeowners. Diane requested any ideas for items to go into the package be directed to her. Tim said he envisions one or two people delivering the package to answer questions and make new homeowners feel welcome in the community. George Coleman suggested, once COVID has passed, scheduling a wine and cheese event at the Alpine Club every three months to welcome new homeowners.

Activities: Diane Loosbrock reported the Activities Committee is considering holding a nighttime snowshoe walk on the golf course on March 27<sup>th</sup>, offering refreshments at a cost to the Association of \$150. Diane relayed a thank you note from the Tennis Committee for the budgeted enhancements that were approved for the tennis and pickle ball programs this year. Fresh Tape will present the redesigned website at the next Board meeting.

### **Finance Committee**

Mark Noble reviewed the financial results as of January 31, 2021. Revenue is favorable to budget as well as year over year. Most of the real estate transfer assessment (“RETA”) revenue that was anticipated for January is not reflected in the financials. Mark referenced a report prepared by Slifer Smith and Frampton (“SSF”) showing sales pending and properties that have closed. Revenue was received from two closings in January, and revenue from the remaining closings will be received in February. Contracts signed in January are expected to close in February and March. Mark presented a graph showing a three-year average of RETA revenue, excluding 2020. The 2021 budget assumption is \$117K in RETA each month, and the current forecast exceeds budget over the first three month period. Mark noted inventory of properties for sale has decreased compared to the previous year. Expenses are below budget and last year because of Public Safety staffing levels. Approximately \$1M in annual assessments have been received. Mark explained formatting changes he has made to the Balance Sheet by adding a column to show the prior month. On the Income Statement, the first three columns are monthly results, the second three columns are year-to-date, and the last three columns show the prior year.

### **Old Business**

Map Update: Jerry Hensel said the Arrowhead maps are currently printing and shipping. Final proofs were approved last week. Digital maps will be added to the website. The Vail Resorts Sign Shop will have the ability to create specialty maps including a map for the base area location. Diane Loosbrock requested a hard copy of the map be mailed to each Board member. 2,500 foldable maps and some larger versions for lodges have been ordered.

AVA Board Bylaws: Diane Loosbrock said she, Dan Gallagher, and Randy Smith have spent a lot of time over the past year reviewing the Association’s Bylaws. They are the original developer Bylaws and contain information that is no longer relevant. There are very few substantial changes. Comprehensive comments have been received from legal counsel. The estimate to finalize the Bylaws is \$5,500. Diane will provide a redline copy of the Bylaws for the Board to review before they are presented for approval.

**George Coleman moved to approve up to \$5,500 for the proposed revision of the Association’s Bylaws. Mark Noble seconded the motion and it was unanimously approved.**

### **New Business**

Town Hall Meeting: Potential topics for the spring Town Hall Meeting were discussed. The meeting will be held virtually. Diane Loosbrock will coordinate a date based on everyone’s availability.

**Mark Noble made a motion for the Board to enter Executive Session to discuss legal advice. George Coleman seconded the motion and the Board entered Executive Session at 11:44 a.m.**

**Tim Muffley moved to exit Executive Session. Chad seconded the motion and the Board exited Executive Session at 11:57 a.m.**

**There being no further business, Mary Pat Rapp moved to adjourn the meeting. George Coleman seconded the motion and the meeting was adjourned at 11:57 a.m.**

Respectfully submitted,

Carol Floyd  
Secretary for the Meeting