
STERLING POINTE
Larkspur, Colorado

Minutes

Date: October 11, 2011

Meeting Type: Monthly

Call to Order: 7PM by Fran

Board Member Present: Fran Switser, Elden Beach, Rob Phelps, Dan Horan, Tom Marshall

Board Member Missing:

Committee Chairpersons Present: Rick Corey, Christian Phelps, Don Deyoe, Mike Chandonnet

Others Present: See attached attendance

Homeowner Forum

- Patty Clausen said it's not just the Californians that want recycling, she is in favor also. Fran put off recycling discussion until later in the meeting

Business:

Reading of the Minutes: Motion to amend minutes to remove line stating not an official meeting. Motion, seconded, passed. Elden questions if this was official meeting according to Senate Laws (he will review)

Financials:

- A. Total Cash on Hand – 50,164
- B. Total Assets/Owner Equity –
- C. Total Operating Income – 29,852
- D. Total Operating Expenses – 19,395
- E. Surplus – 10,456

Committee Reports:

- Architectural – Rick reports - Tom Marshall paint job approved, fence at 7773 Corona Court approved.

- Social – Mike reports – Had 2 snacks at seven another one coming up October 15, nice BBQ, and upcoming Xmas party
- Newsletter – Christian reports – almost ready for print, mail waiting for approval of questionnaires. Responded to questions about receiving newsletter via email
- Web Site – Rick reports – information is current
- Welcome – Christian reports – 2 homeowners scheduled for a visit, will submit reimbursement form for baskets
- Healthy Forest – Don reports on both the CWCP and Healthy forest, see attachment for details
 - Mistletoe/Fire Mitigation is the focus
 - The materials we produce have to have Forest Management Plan
 - Properties at differing levels – those that have had it, those that now have it, those not yet infested
 - Hit from 4 different aspects –
 - Try a contest to take pictures of Mistletoe which the hope is to raise awareness of the issue among owners
 - Enforcement – Spring notice, post sign (need to review covenants), drive by annual inspections
 - Brainstorming ideas for replanting
 - \$5500 budget from reserves
 - John is not sure the reserves can be used for non-capital expenses...but there really is no capital in Sterling Pointe, so we may need to get a ruling
 - Bob H mentioned about 5 check dams, that need yearly inspection and would be costly to repair if necessary...so this was a main reason for the reserve. An independent reserve analysis should be looked at by the board.
 - Nancy – what are the pamphlets for? Don – information about a plan for homeowners to implement.
 - Comment – we the reserve is used then they would need to be built back up
 - Fran – the board would need to research what the reserves can be used for and what the board can do to help the healthy forest. Don – this is an annual process of reminding homeowners.
 - Comment from floor – what about putting the information on website vs. printing material.
 - Don – it does not need to be printed but the information needs to be out as a plan form.
 - Christian says to consider this as a budget line item
 - John to find out about using reserve funds within 48 hours
 - Need to identify where the check dams are, and who is responsible for maintenance and repair (Bob H will identify where they are)

Old Business:

- Recycle Questionnaire – Christian presented container pickup proposal, see attached. Proposal and questionnaire to go out with newsletter.
 - Board needs to decide where the budget is coming from
 - Not a contract, it is month to month, so could end at anytime
 - Motion by Elden to continue with proposal (yes) or wait until contract is up for renewal (no)...Aye = 1 – No = 4 Recycle proposal will not move forward
- Directory Update Form – To be included in newsletter, motion to approve form – passed unanimously
- Legal Opinion – Candidates for Office – John reports he contacted the lawyer about a non-owner occupant, with a power-of-attorney from the legal owner of the home occupied by the non-owner occupant, using the power of attorney to cast a vote on behalf of the legal owner; the lawyer's opinion is that this is acceptable. John also inquired about the question that arose from this situation regarding the non-owner occupant using the power-of-attorney to run for a seat on the board on behalf of the legal property owner; the Lawyer's opinion is that this not acceptable since property owners are the only persons eligible to run for a board seat.
- Holiday Dinner – Social committee wants board to inform them how to send out invites Basically how much will homeowners pay? John mentions \$1941 is available
 - Elden motions on how to send out invites Mail – 1 Yes, 4 No, email 1 yes 4 no, Newsletter 1 No, 4 yes. Invite will go out with newsletter.
 - New motion by Fran that the social committee will handle mailing of invite Yes - 5

New Business:

- Bank Signature cards – John reports HOA has 4 accounts with Guaranty bank. Each needs a signature card. John has received from Fran, Dan, and Rob. Tom does not want to be a signature. Elden passes for now.
- Covenant violations – Mistletoe complaint of 4 homes. Violation needs to be verified by 2 board members. Elden and Rob will verify, Fran will write letters, giving home owners until June 1st 2012 to correct.
- Reimbursement request form – A record keeping mechanism
- Proposed 2012 budget – Tabled to a later date.
 - Elden asks how many homeowners would want to be involved in a budget meeting
 - John mentions that historically the board approves the budget and a copy is sent out with the billing statement

Meeting Adjourned: 9:05

Minutes Submitted by: Rob Phelps

PROPOSAL TO MAINTAIN A HEALTHY AND BEAUTIFUL FOREST IN STERLING POINTE/LARKSPUR

Problem:

The Sterling Pointe Owners Association Board actively enforces its covenants, which includes action to remove dwarf mistletoe from trees and to remove trees that are diseased beyond repair. This action is necessary in order to prevent the dwarf mistletoe from spreading within the community. Unfortunately, this activity is not well defined and understood within the community and this has resulted in poor implementation and mistrust on the part of homeowners.

Sharper focus on the issue is needed so that the homeowner will know what the three distinct property categories are and precisely what action they must take to control the dwarf mistletoe infestation on their property. The three categories are:

- 1- Properties that have had mistletoe infestation in the distant past and are currently infested with mistletoe.
- 2- Properties that are newly infested and are located next to uninfested properties.
- 3- Properties that have not yet been infested

In addition to gaining control over mistletoe within Sterling Pointe, action must be taken to assure that neighboring HOAs and property owners carry out their responsibilities to maintain a healthy forest according to Colorado State law.

Is the Problem Real?

We can see the devastation caused by dwarf mistletoe when we drive through surrounding communities and through some parts of Sterling Pointe.

The Solution:

Solutions will be developed and implemented in several areas:

1- Education of property owners has been ineffective in the past, because of the broad overview approach taken in communicating the problem and the plan for dealing with the problem. Namely, an overall report format with generalized solutions that does not speak to the individual homeowner and the specific action they need to take. The comment has been made that, "nobody reads these big fat reports". This could be corrected by preparing and delivering specific, and concise, action plans directed at each of the three categories of property owners as follows:

A. Overview Brochure – General educational background on the nature and characteristics of dwarf mistletoe. The brochure will describe the three main categories of dwarf mistletoe strategy/planning. (Late Spring 2012)

B. Mature Mistletoe Properties Brochure – The strategy for homeowners who have been overrun with mistletoe, are resigned to this fact and realize that it is too late to prevent infection of the parasite. (Late Spring 2012)

C. Newly Infected Properties Brochure – The strategy for homeowners who have property that has been recently attacked by dwarf mistletoe, are taken by surprise and were unprepared to deal with the problem. (Late Spring 2012)

D. Unaffected But “At Risk” Properties Brochure – The strategy for homeowners who have property that has not yet been infested with dwarf mistletoe, but will have to defend against infection by the parasite. These owners may be unaware of the problem and a bit apathetic about the need to take action. (Late Spring 2012)

E. Photo Contest – Pictures will be needed to illustrate the brochures. To obtain the needed photos, we will conduct a “Best Portfolio Contest” for residents of Sterling Pointe. This will also have the effect of raising awareness of the mistletoe problem in Sterling Pointe because the participants will have to scout out examples of mistletoe in the community. The prize for the best portfolio will be one year of Homeowner dues paid by the Healthy Forest Committee for the winner. (Early Spring 2012)

A new lot survey will be conducted by the Colorado Forest Service to identify the lots by the categories identified above. (Early Summer 2012)

A series of informational meetings will be held to educate homeowners on the CWPP and on the mistletoe control program. (Summer 2012)

2- Enforcement of the covenants and plans that speak to the mistletoe problem must be part of an effective solution. Specifically, Section 2.6, **Mistletoe Notice** “Management of the infected (mistletoe) trees or adjacent areas within the Planned Community may be imposed by the Colorado State Forest Service or the Association”, and Section 6.21 states, “Each owner consents to the implementation of a forest management plan as may be approved or required by the Colorado State Forest Service or the Association.” Some of the specific actions are:

A. An annual reminder notice will be sent to all owners, including Douglas County School District, to enforce the need to prune infected branches and/or remove the worst trees. (Spring 2012 and every spring thereafter)

B. Every spring, signs will be placed at all strategic Sterling Pointe locations to remind owners to do “Mistletoe Maintenance”. (Spring 2012)

C. Annual drive by inspections will be performed by the Healthy Forest Committee to identify lots that have not performed appropriate maintenance and covenant violation notice process will be implemented where necessary. (Every Spring)

3- Replanting programs should be implemented to populate the forest with species that are immune to mistletoe infestation. The property owner will be responsible for doing this, but the HOA should develop and implement programs to facilitate this activity and make it easier and more cost effective for the owner.

A. Obtain a “Landscape Contractor’s License” in the name of Sterling Pointe and thereby gain the ability to purchase “mistletoe immune” trees at wholesale rates. The savings would be passed on to property owners if they plant the trees in Sterling Pointe. (Summer 2012)

B. Obtain a “package deal” from a tree planting contractor to perform all work in Sterling Pointe at reduced rates. (Summer 2012)

C. Research and prepare an “Approved Nursery List” for use by homeowners in purchasing trees. This will include information on obtaining “free” seedlings from public sources, such as Colorado State. (Fall 2012)

4- Sterling Pointe should cause neighboring owners and HOAs to live up to their responsibilities for fire mitigation, including mistletoe control, according to Colorado State Law and the soon to be developed Regional CWPP (Community Wildfire Protection Plan).

A. Work with the “Greater Sage Port Coalition” to include a section in the CWPP on “Insect and Mistletoe” infestation control to reduce the occurrence of dead trees (i.e. dead wood) as a potential fire danger. (Fall 2011)

B. Work with the “Greater Sage Port Coalition” to address the problem of the empty properties along the east side of Independence Drive. The owners can be approached on the basis of their properties being in violation of the CWPP. (Fall 2011 and Winter 2011)

C. Place an annual “Mistletoe Alert” article in the Perry Park Sentinel to influence “non-Sterling Pointe” residents (and Sterling Pointe residents) of the needed actions to control the spread of mistletoe. (Spring 2012)

Will the Solution Work?

The Healthy Forest Committee is very confident that the solutions will work if they are implemented in a comprehensive and diligent manner. The key to success here is to, not only make a massive “surge” in the beginning, but to be tenacious in keeping the issue in front of the community on a regular basis. Since “maintenance” is an important key to success, we must maintain our efforts on an annual schedule.

<u>What will it Cost? – Total Cost -</u>	<u>\$5,500.00</u>
Production and distribution of materials -	\$3,000.00
Surveys and reports -	\$1,000.00

Planting activities	-	\$1,000.00
Political activities	-	<u>500.00</u>

This project should be totally funded from the reserve account rather than from annual homeowner fees. A significant portion of the reserve funds was supplied from a Federal Grant which was given for the purpose of wildfire mitigation, so the Healthy Forest Program has a claim on a portion of this money. The use of the reserve dollars will make the project affordable without raising the annual homeowner fee. The budget for this project should be placed in a checking account for direct use by the Healthy Forest Committee and the expenditures should be fully accounted for by the Healthy Forest Committee chairperson.

What are the Benefits?

The implementation of the Sterling Pointe portion of the CWPP will allow Sterling Pointe to apply for and receive Federal grants for wildfire mitigation work. These funds, when obtained, should be placed directly into the Healthy Forest Committee checking account.

Sterling Pointe will be more fire safe because of the results obtained from this project.

The Sterling Pointe forest will be greener, stronger, healthier and more beautiful because the implementation of this project.

Sterling Pointe property values will be higher than they would otherwise be, as a result of this project. This financially benefits **all** Sterling Pointe property owners.

Committee Report by Christian Phelps October 11, 2011

Welcome Committee:

We have two new homeowners scheduled to visit: Daniel Berkenkotter at 1976 Kinnikinnick and Lon & Kim Garner at 7773 Corona Court.

I have submitted reimbursement for the baskets.

Newsletter Committee:

A draft of the Fall Newsletter has been sent to the board for review and approval. It is due to go out by Friday, October 14th.

Enclosed with the newsletter going out will be a Directory Update form and Recycling Questionnaire followed with the Recycling Proposal Information. All due back no later than October 28th.

Recycling Committee:

I have presented to the board a copy of the drop off container proposal and a copy of the waiver for those interested in utilizing the drop off recycling container.



STERLING POINTE

 Larkspur, Colorado

Meeting Date: Monthly Board October 11, 2011	
Place/Room: Larkspur Firehouse	
Name	Address
Christian Phelps	1906 Cinnamon Ct.
BOB & KATHY HARDIN	1892 GORE DR
Nancy Rungel	1895 Gore Dr.
Patty Clawson	1959 Tenderfoot Dr
RON	" "
Lyle Hofman	7609 KEBLER CT
Rick & PATTY COREY	7631 KEBLER CT.
LARRY HAEMMERLE	1708 CINNAMON ROAD
MICHAEL CHANDONWET	1631 LAKE DR.
Peggy Stapleton	1631 Lake Dr.
Vicki Dwyer	1735 Gore Dr.
Bonnie Thompson	1965 Senecio Dr.
Barb Horan	7868 Cinnamon Cir.
Nancy Douglas	7526 MOLAY CT.
Carrie Whitson	1668 Lake Dr.
MARK WHITSON	1668 LAKE DR.
Karla Paplow	1691 Core Dr
Nanale Moore	1897 Cinnamon Rd
Cheryl Berning	1818 Lake Dr
Bob Berning	1818 LAKE DR
Katherine Berning	1988 Lake Dr
Elaine	
Jerry Robidick	

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 1818 LAKE DR