



*Website: [www.winterparkhighlands.org](http://www.winterparkhighlands.org)*

**Meeting Minutes**  
**Winter Park Highlands Association**  
**Board of Directors**  
**When: October 21, 2016 at 6:30 PM**  
**Location: Charlie Bouchard's Residence**

**Present:**

Bill Tetlow (President), Charlie Bouchard (Treas), Cress Carter, Sherry Pelton, Scott Ledin (VP), Heidi McNinch, Fred Chapin, Susan Oderwald

**Guests:** N/A

**Via Conference Call:** N/A

**Absent:**

**Quorum:** Established

**Additions/Corrections Needed & Approval of Agenda:** *Approved*

**Minutes** - *Bishop - Approved*

**Treasurer's Report** - *Approved by email*

Bank Balances \$8K checking/\$12K Structure savings

**2016/2017 GOALS**

- a. Obtain absolute water rights for WPHA Commons and conditional for Bielenberg Pond, we will abandon the remaining acres not associated with Bielenberg Pond.
- b. Slash Removal utilizing County Programs when possible for WPHA Homeowners
- c. Fire mitigation

**Information Items**

1. \$8K BLM supplemental grant obtained by Bob Colosimo for cistern #3
2. Trash Structure surcharge, members have paid 50% of total due

3. Water Rights – M. Braddy & B. Colosimo are completing application . Application for 6 year Conditional rights on Ponds 1 (Bielenberg) & 2 will have to be submitted. The plan for absolute for Pond 1 will be delayed 3 months because of time and money Pond 1 has 9.75 feet possible, 2 ft has been developed. Pond 2 (Keane) rights will be managed by J. Keane, he will allow beneficial use for fire protection. Intention to transfer rights to Jeffrey Keane has been added to application. The letter from the Fire Dept stating beneficial use has been obtained.

### Old Business

1. Signage has been approved with restrictive access. Note that WPHA is private property and needs to be designated possibly with a buck & rail fencing. Susan to provide estimate.
2. Trash structure – County has to approve. Tyson has volunteered to design structure. Our goal is to complete area by the summer of 2017. **Susan will contact Tyson for design suggestions.**
3. Need to develop communication about our covenants to realtors, contractors etc. (also part of the discussion about Architectural Committee) so they understand that these are enforceable and part of the contracts of homeowners.
4. Proposal to have President-Elect, Current President and Past President to be limited to one year term has been approved. **Sherry to draft by-law change.**

### New Business/Action Items

1. Pond 1 needs screen put on the intake – Scott L.
2. Examination of bylaws to be completed by Fred, Scott, Charlie and Sherry **( need completion date)**
3. BLM has \$40K left in fund. Grant for Slash Mitigation of \$545/acre – we need to apply. Heidi will contact State Service and relay information. **Karen B will manage, completion date TBD**
4. Chipping Program Grant. Concern is where do the chips go, thought is we would be information conduit only for Subdivision. **Sherry to manage**
5. Need project Leader for Wildfire Adapted Communities – **Sherry to manage**
6. Short term rental concerns , have had some negative experiences with overcrowding, trash, parking on street etc. Cress will check into legal rights, County responsibilities. **Cress will draft short term rental agreement., to be sent to all members with recommended process for issues. Heidi to research County process.**
7. Branding /Marketing - consistent standards create sense of community, better to be proactive. **Cress create proposal incuding standard fonts etc.** Need to identify our brand values.
8. Covenants and roles/responsibilities of Architectural Committee need to be clarified. **Cress, Bill & Georgia will provide legal perspective**

9. Next Door Website could be an effective way to communicate news, alerts etc. to our community. **Board Members to sign up.**
10. Newsletter creation – **Sherry/Karen**

### **Architectural Committee**

1. 2 Vacancies on board filled by appointments by board with unanimous consent for a period of one year.
2. Appointments to Architectural Review Committee - 5 needed
  - a. Cress Carter
  - b. Bob Colosimo (chair pro-tem)
  - c. Fred Chapin
  - d. Don Baxter
  - e. Open
3. Architectural Committee/Covenants - Role/Enforcement – Cress presented all the information and discussed the history. The Board agreed that the guidelines from 2000 will be the policy document that will be used by the Committee. They will review new construction and if there are any areas of disagreement they will be submitted to the WPHA Board.

### **ACTION ITEM:**

#### ***Be thinking of how you would like to see WPH “Branded”***

1. Why did you choose to buy a lot/home in the Winter Park Highlands?
2. If you live here now, what do you like about the Winter Park Highlands?
3. What would you like to see changed, if anything?
4. What impression do you think people have of the Winter Park Highlands when you tell them you live here?
5. What impression would you like them to have?

Another framework to think about our “product” (i.e., our neighborhood) is SWOT: Strengths, Weaknesses, Opportunities, Threats. .

**Meeting adjourned at 9:00 PM.  
Next meeting: Friday, January 20, 2017 6:30 PM  
Cress Carter’s Residence**