



**Meeting Minutes**  
**Winter Park Highlands Association**  
**Board of Directors**  
**When: April 21, 2017**  
**Location: Sherry Pelton's Residence**

**Purpose:** The purpose of the WPHA shall be to serve the best interests of the property owners/residents of WPH, to enhance the quality of life in WPH, and to preserve and protect property values.

**Present:** Charlie Bouchard ( Acting Pres), Scott Ledin (VP), Lynette Teichman(Treas), Karen Bishop (Sec), Sherry Pelton, Bill Tetlow (Pres), Heidi McNinch, Susan Oderwald, Cress Carter

**Quorum:** Established

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

**Minutes:** Approved January Minutes - Ledin/Teichman

**Treasurer's Report** - Lynette T. Approved

**Action approved from January meeting and prior to April meeting**

1. Unanimous Approval of WPHA logo suggested by Cress Carter, AC on February, 2017
2. Letter sent to unpaid Trash members as of April, 2017
3. Approved survey by Eric Richards - April 2017
4. Fire Mitigation grant was not approved, received notification on

**Architectural Committee:**

See attached document for current construction activity . Cress has had positive feedback from County, Construction Companies and local realtors to ensure that the AC approves all construction activity. AC will have the authority to approve any temporary housing or storage on any vacant lots in WPH during construction.

# Winter Park Highlands



## Information Items

1. Loan payment status - **PAID OFF in FULL!!!!**
2. Water Rights
  - We have received conditional rights for 9.25 acres thru 2023.
  - Jeff K. has responsibility to revert water rights on his property.
  - With our 2nd goal in mind of permanent water rights for the pond, we need to document all activity related to the pond in the Commons Area.
  - Rename Savings account to WPHA Commons Maintenance - Lynette**
3. Trash Structure
  - Susan is working out final details of structure design and implementation, estimated cost of \$15-16k without any engineer review, concrete slab and landscaping. She will provide estimated completion date and cost when the design has been finalized. Estimated completion date - July 2017
  - Need soil engineer to determine if any concrete work to be done. **Bill/Susan to find Engineer**
  - All activity must be contracted with a NTE fixed price - Board Approved.
  - Board approved that any new trash members would pay prorated amount for structure.
  - Should have fund for maintenance and insurance.
4. Kathy Lower to work with Cress regarding hosting of WPH website.
5. Short Term Rental
  - Board agrees to follow County guidelines effective July 01, 2017. Bill Grey is our contact.
6. Communication Plan - **Sherry/Karen**
  1. Annual Meeting notice sent to all past and present members by May 15, 2017 - Include by-law proposed changes and proxy if unable to make Annual meeting - June 24, 2017.
  2. Contact all 2016 members who have not paid current 2017 dues.
  3. Contact all members of Trash program who have not paid Structure surcharge.

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7. Logistics Annual Meeting - **Sherry/Karen**
  - Food/Setup/Notice to members
  - Send Sponsor request to Tara at The Trash Company
  - Guest Speakers - **Heidi**
8. Work day date to be determined.
9. Signage for WPH Commons - **Susan/Scott**
  - Susan to send requirements to Cress who will submit to Brett/County for approval

**Meeting adjourned at 9:45 PM.**

**Next meeting: June 24, 2017**

**Place: WPH Commons**