

THE WELLINGTON NEIGHBORHOOD



BRECKENRIDGE ♦ COLORADO

Wellington Board Meeting Minutes

Tuesday, February 28th, 2023 – 6:00 PM MDT

Wellington Board of Directors

- Christine Britton – President
- Megan Matza – Vice President
- Duke Barlow – Secretary
- Laurie Collins – Treasurer
- Matt Brewer – Member at Large
- Ellen Brown – Member at Large
- Mike Zobbe – Member at Large

Alpine Edge Representatives

- Steven Frumess – General Manager
- Erik Keefe – HOA Assistant Manager
- Jessica Martin – HOA Dir. of Comm.

1. Roll Call; Determine Quorum

The Board meeting was attended by Megan Matza, Ellen Brown, Mike Zobbe, and Matt Brewer. Amanda Hamilton from Gravitare One and the Alpine Edge management team also attended.

2. Approve Meeting Minutes

A. Meeting Minutes – 1/24/23

The meeting minutes from 1/24 were distributed to the Board for review before the meeting. There were no suggested edits by the Board. Mike Zobbe motioned to approve the minutes, which Matt Brewer seconded, and the motion passed. The minutes will be uploaded to the website once the new site is completed.

3. Old Business

A. 12 Ontario – Letter to DRC

A letter was drafted and sent to the homeowners of 12 Ontario requesting their signatures in agreement with the stipulations of their hot tub screen. The homeowners sent back the completed form. A letter was drafted to the DRC explaining the Board's decision in this situation, and the signed letter from the homeowners will be included in this.

B. Certificate of Deposit (CD) Update

Due to the Association treasurer not attending this meeting, the CD conversation will be tabled until she is present. Alpine Edge will act on the HOA's behalf on the investment decision they want, but ultimately, AE needs the treasurer in the board to tell us what bank or entity they would like to invest the funds into.

C. Parking Permit Program

AE has the survey ready for homeowners and a map of all the parking areas, with the number of signs needed. Before the meeting, Duke sent the Board the pricing for placing parking signs throughout the neighborhood. The Board determined that the costs of the signs would need to be fully covered by the permit purchases; otherwise, it would be too expensive. The Board wants to get the survey out to homeowners to see how much interest it gains. If there is not enough interest from homeowners, the Board will re-evaluate.

The permit price was deliberated, and the Board decided to stay at the \$60/month price point. The contract with Interstate Parking was discussed, pointing out that after a 6-month trial, the agreement will be in place for a year's time. Mike said it should not be done if the program becomes financially intrusive.

AE created an application that will be redone on a Google Form for homeowners to be able to complete online.

There was a motion to send the application to the homeowners, which _ seconded. AE will put together the drafted communication from the Board and the linked application in an email to be approved by the Board before sending it to homeowners. The Board wants the application window to open until the next BoD meeting.

D. Design Guidelines Update

Erik contacted Tyler Moore to ask if he could review the Design Guidelines and help clarify them. Tyler said the request was too open-ended and asked for a description of what the Board was looking for. The Board would like Tyler to review the guidelines and illuminate any vague areas that should be clarified. The Board's goal is not to overstep the DRC but to get an outside perspective on what could be defined better. Erik will reach out to Tyler with this summary and get a proposal for the work.

4. New Business

A. Website Design *Amanda from Gravitare One to join*

Amanda Hamilton from Gravitare One presented the Board with three design and color scheme options for consideration. She walked the Board through the three options and answered their questions. Megan asked who would be in charge of updating the website; Alpine Edge would be responsible for updating the website contents. The contract from Gravitare One will not cover everyday edits to the site; however, since the website will be hosted through Gravitare One, it will automatically be backed up weekly. Gravitare One can help out for an hourly fee, which is currently \$125 per hour if any website development work needs to occur in the future.

The Board deliberated on whether to add headshots of the Board members to the site, which they agreed on.

Amanda confirmed that Gravitare One would transfer items from the current website to the new one and could add any information the Board would like to see if given beforehand.



The Board asked about including a portal for homeowners to pay their dues online. Amanda needed a portal that would work with the site and confirmed that this would be outside the contract. If the Board would like to move forward with this, the bid would have to be reassessed; however, a link to a third-party system could easily be added to the website.

Jessica informed the Board that Amanda was looking for images of the Association for the site. Megan mentioned that a Facebook post to the homeowners would be a good idea to gather photographs. She also said she had a photo taken by a drone that she could provide. Amanda asked that any images provided be formatted as landscape and have a resolution of at least 1400 pixels wide to have the best quality possible. The headshots for the Board can be any size because they will be cropped into a square shape.

Amanda said the team's next steps would be to build a full-color mock-up with stock imagery if needed, and seller text. Then they will send the board a complete mockup of the website. She wants to keep the Boards feedback limited to avoid dragging out the project.

The Board agreed on a color scheme of teal and cream. They also chose a layout based on the three options that were provided. The Board would like a section on the homepage with upcoming events and Notice of Meetings for the Board and DRC. Amanda confirmed they could be added to the homepage and stated that a slider could rotate this information.

Amanda asked about the Wellington logo and if the Board was set on having it on the new website. Some members found nostalgia in the logo, and others did not. Amanda said if the Board wanted something other than the logo front and center, it could still be included in the website's footer.

Amanda will have her team create the color mock-up of the new website and send it to the Board for approval over email.

B. ToB E-Bike Rentals

Megan addressed the Board about the ToB installing e-bike hubs geared toward residents around town. They asked the Board for permission to install a bike rack in the Wellington neighborhood to charge these e-bikes. The Town would be responsible for the maintenance of the bikes, and bike racks, which would be installed from May to October and then removed for the winter season. Ellen asked if the structure would be there all winter, and Megan confirmed that the structure would be removed at the end of the season. Ellen questioned whether the Association would be taking on liability if the bike rack was placed on HOA land and injuries occurred. Megan will follow up with the Town representative about their policy indemnification letter. This conversation will be continued at the next Board meeting.

C. Alley Scrape

Alpine Edge reached out to the Town to coordinate the scraping of the neighborhood. The Town said that it may occur with two weeks but could not make promises that a coordination could happen. Many homeowners are reaching out about difficulties getting in and out of their garages due to the condition of the alleyways. The Board would like to move forward with the alley scrape without coordinating with the Board.



5. General Board Comments

Ellen asked what would happen to her seat once she sold her residence. Erik confirmed that once she was no longer a Wellington Homeowner, her seat would be up for Board-appointment until the Annual Meeting where her seat would be up for election.

6. Schedule the Next Meeting

The next Board meeting will be in April and an exact date will be determined over email.

7. Adjournment

There was a motion to adjourn the meeting at 7:33 PM.

