

The mission of the Edelweiss Maintenance Commission is to maintain a peaceful, welcoming and safe community environment for all EMC property owners and guests.

Edelweiss Board Meeting Minutes

Aug 12th, 2025

7:01 pm to 8:15 pm

Board Members Present

Larry Hall, President	Ed Melvin, Member
Craig Bartholomew, Vice President	Ian Dickson, Member
Rhonda Tingley, Treasurer	Kathy Kirner, Member
Tom Kelley, Secretary	Alison Naney, Member
Steve Oien, Member	

Staff Members Present

Pitkin Thomas	Jeremy Sisneros
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I. Meeting call to order 7:01pm

II. Determination of Quorum

III. Approval of Agenda

IV. Approval of Board meeting minutes

- No minutes to approve, last meeting had no quorum.

V. EMC Membership Forum – (*Announcements, comments, questions, suggestions, requests...*)

No comments

VI. Presentation of Reports – (For a detailed summary, please see attached meeting summary)

- *Manager's Reports – Pitkin Thomas*
 - *No questions*
- *Treasurer's Report – Rhonda Tingley*
 - *Report was sent out.*
- *Standing Committee Reports*
 - *Architectural Committee Report*
 - *Alison has taken over the committee leadership.*
 - *Finance Committee Report- Steve Oien*
 - *Discussion in regards to budget development and approval process.*
 - ***STEVE OIEN MAKES MOTION TO APPROVE – Moving the pump replacement costs (\$14,371.98) from the operating budget to the capital budget. LARRY HALL SECONDS. MOTION PASSES.***

- *Firewise Committee Report – Sharon Cupp*
 - *Updates on Lot 74 were provided*
 - *Updates provided on dumpsters and chipping*
 - *Updates on fire communications were provided*
- *Trails Team - Doug Swoish*
 - *Updates given on Lot 74*
 - *Seeking inputs on future trail projects*
 - *Do we make the trails committee official?*
- *Roads Committee – Monica Hall*
 - *Updates given on maintenance plan*
 - *Discussion on fiber install issues*

VII. Unfinished Business

VIII. New Business

- **Update on Water System Committee – Charter Created and first meeting occurred**
- **Discussion about usage of campground common area vs private lots**

IX. Final discussions

CRAIG MOTIONS to adjourn meeting, RHONDA SECONDS – Meeting Adjourned 8:14 PM

Meeting summary

Quick recap

The Edelweiss board meeting covered operational updates including committee reports on architecture, finances, and the Lot 74 trail project, with approval to move funds for a campground pump replacement from operating to capital budget. Members discussed challenges with fire alerts, road maintenance, and unauthorized camping on private lots, leading to plans for improved signage and communication procedures. The board formed a new water committee focused on emergency planning and system improvements, kept current officers in their positions for another year, and scheduled a budget meeting for September to review the 2026 operating and capital budgets.

Summary

Board Meeting Quorum and Updates

Larry establishes that seven board members are present, constituting a quorum, and welcomes Kathy Kirner to her first board meeting. Larry clarifies that the May 24th annual meeting did not have a quorum, so no minutes approval is needed, and the group congratulates Craig on his recent marriage. The meeting then moves to committee reports, with Pitkin having nothing to add to his manager report, and Alison mentioning that the Architectural Committee will meet the following Monday.

Budget Planning and Expenditure Approvals

Alison reports that a subcommittee is working to organize and simplify project approval processes. Rhonda presents the treasurer's report, highlighting unexpected expenditures for water line replacements and a new pump at the campground totaling approximately \$39,000. Steve discusses the Finance Committee's 2026 budget development process, which includes seeking input from community development committees and potentially presenting two options to the board: a 2.6% CPI increase or a 5% assessment increase. The board approves a motion to move \$14,371.98 for the campground pump replacement from the operating budget to the capital budget.

Lot 74 Project and Chipping Updates

Sharon provides an update on the Lot 74 project, which is about 75% complete with plans to finish the trail and add signage this fall, followed by a community celebration either in October or spring. She discusses changes to the fall chipping program due to reduced grant funding, explaining that while they have \$6,000 budgeted, the previous spring's chipping cost about \$14,000, so they're developing a new structure where Edelweiss will pay for one pile per property with homeowners covering additional piles. The committee will announce preliminary details in September with final information in the October newsletter, and they're continuing the fall chipping despite budget constraints because it helps distribute the workload and accommodates different homeowner schedules.

Community Fire Alert Communication Issues

Sharon raises concerns about incomplete fire alerts in the community, noting that residents received initial warnings but no follow-up information about recent fires near Edelweiss. Pitkin explains he sent courtesy emails with limited information and suggests everyone should rely on county alerts and resources. The group discusses communication expectations, with some members appreciating Pitkin's alerts while acknowledging he shouldn't be responsible for comprehensive fire updates. Larry asks Sharon to share Firewise's existing communication procedures as a starting point for improving their approach, while Steve suggests regularly reminding residents about available resources and their personal responsibility to stay informed.

Trails and Roads Maintenance Update

Doug reports that the trails team has successfully managed the Lot 74 project within budget by reorganizing and using volunteers instead of expensive equipment. He and Sharon have developed a plan to complete the

trail before the first snowfall without requesting additional funds. Doug proposes gathering community input later this year for 2026 trail initiatives through the monthly newsletter and a web call to discuss priorities based on available resources and volunteer interest. The trails team will resume work in September after pausing during the summer heat. Larry suggests formalizing the trails team as an official committee with a charter by mid-September. The Roads Committee reports completion of major road maintenance for 2025, including restructuring roads with crowns, cleaning ditches, and adding fresh gravel, while staying within budget constraints.

Road Maintenance and Infrastructure Concerns

Larry explains that they hope the road work done this year, followed by Earth Bind application next year, will create a good foundation for the roads lasting 2-3 years. He raises concerns about fiber optic installation crews potentially damaging roads and trees, which Pitkin confirms by sharing that a crew ruptured a waterline at the mountain annex. Rhonda and Ed report that the Earth Bind application is holding up well, with Ed being thanked for his research on this solution. Larry suggests they need to proactively contact OCC about their concerns regarding the installation crews before they arrive in Edelweiss. He also notes that the recently dug ditches are effectively managing water runoff, and confirms to Alison that Jeremy plans to grade the washboards on the roads once he fixes the John Deere tractor's battery.

Water Committee and Camping Regulations

Larry announces the formation of a new water committee with members including Pitkin, Jeremy, Steve, Bob Sutherland, Ed, and himself, focusing on emergency response planning, waterline replacement strategies, and communication improvements. The committee aims to ensure continuous, safe, and cost-effective water supply, with specific attention to preventing system-wide failures like those experienced last winter. Rhonda raises concerns about people incorrectly camping on private lots instead of the designated common area, particularly guests of rental properties, prompting discussion about better signage and communication with property owners. Pitkin offers to handle future incidents and clarifies that while long-term renters' family members may use the common camping area, this privilege shouldn't extend to short-term vacation rental guests.

Next steps

- Finance Committee: Develop two budget options for 2026 to present at the September 16th Board meeting
- Board: Review and approve the 2026 budget at the September 16th meeting
- Finance Committee: Schedule a full membership meeting on October 20th for final budget approval
- Finance Committee: Review additional pump replacement charges and prepare a motion for the next board meeting
- Water Committee: Develop contingency plans for water system emergencies before cold weather arrives
- Water Committee: Focus on waterline replacement plans and assessment of future needs
- Ed: Focus on communication planning for the Water Committee
- Firewise Committee: Finalize the structure and details for fall chipping program by September
- Firewise Committee: Make an announcement to the community in September about the modified chipping program
- Firewise Committee: Provide final information about the chipping program for the October Newsletter
- Firewise Committee: Help develop messaging templates for emergency communications
- Sharon: Send the existing incident response communication plan to Larry for review
- Sharon: Work on updating the firewise communication procedures
- Doug and Sharon: Find funds within Firewise and Trails budgets to finish the Lot 74 trail and get it chipped this fall

- Sharon: Organize a celebration event for Lot 74
- Sharon: Organize signage installation for Lot 74
- Doug: Create a request for community input on trail initiatives for 2026 towards the end of 2025
- Doug: Prepare a Trails Team charter for the next board meeting in mid-September
- Trails Team: Consider community feedback about wood chips on trails for future trail work
- Jeremy: Fix the John Deere tractor battery and grade roads to address washboard issues
- Jeremy/Pitkin: Contact OCEC/Meadownet regarding concerns about fiber optic installation crews before they begin work in Edelweiss
- Pitkin: Contact VRBOs and remind them of the policy regarding camping in the common area
- Pitkin: Arrange for better signage to mark the community camping areas to prevent people from camping on private lots
- Doug: Send Pitkin pictures of the areas where people may be camping on non-Edelweiss land
- Pitkin: Contact people who are improperly camping on private lots when incidents occur
- Pitkin: Schedule the budget-only board meeting for September 17th
- Steve: Prepare the 2026 operating capital budgets for board review at the September 17th meeting