

ELK SPRINGS HOA EXECUTIVE BOARD MEETING

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EXECUTIVE BOARD MEETING MINUTES

Thursday, August 5, 2021 at 5:00 PM

Via Zoom Conferencing

I. Call to Order

The meeting was called to order at 5:01 p.m.

II. Establishment of Quorum

A quorum was verified, board members present were Ed Holub, Willy Lynch, Heidi Treleven, Patrick Fitzgerald, and Greg Boecker. Also in attendance was Bob Johnson and Sam Engen, IMM and Amanda Maurer, Attorney.

- III. **Homeowner Open Forum:** Don Weller purchased the 74 acres behind Elk Springs and was present to ask the board if there was a possibility of ESHOA giving access from Filing 9 at the end into his property. He also asked the board for permission to tap into the water as the well on that property has dried up. The Board will discuss this request further in executive session.

The owners on Gossamer Rd have been dealing with sewer line issues since winter and Spring Valley Sanitation ("SVSD") is working with EPC to correct. Owners are frustrated in the lack of communication from SVSD on this project.

IV. Approval of Prior Meeting Minutes

Ed motioned to approve the June 21, 2021 Board Meeting Minutes. Patrick seconded, and all were in favor.

V. Discussion & Action Items

- a. **Eagle Ridge – Recommendations from Water Committee and Report from SGM:** See attached Water Committee report. Greg motioned to approve the commitment of \$68,250 to secure Mannix Painting's bid to re-coat both the interior and the exterior of the Main Water tank in May of 2022. Heidi seconded, and all were in favor. These funds will be included in the budget for next year.
- b. **Survey on Leash Rule in Filing 9:** Patrick motioned to update the Animal Control Rules and Regulations implementing a leash requirement for all pets on common areas, including roadways and trails, west of KB-GB Way (trail that runs between Kingbird and Groesbeck) and the South Meadow. These areas include portions of Filing 8 and Filing 9. The leash rule will have a 2-year sunset provision, automatically expiring in August of 2023 if not revisited by the Board prior. Greg seconded, motion passed 3-2, Heidi and Willy opposed.
- c. **Ethics Policy Review:** Heidi motioned to approve the new Ethics Policy. Ed seconded, and all were in favor. IMM will send this policy to all committee and board members for their review and signatures and will keep copies on file for the HOA.
- d. **Discuss additional documents that may need to be updated (policies, bylaws):** IMM reviewed suggested changes with the Board that are needed to add clarity and coherency, as well as update policies with Colorado Law. The Board directed Amanda to draft these changes for review and discussion at a future meeting.
- e. **2021 Road Maintenance Bid:** See attached Roads Committee report. The Committee is seeking additional bids for grading and clearing ditches and has asked GMCO to revise the bid they provided earlier this summer for chip and seal and asphalt patching. The Board will review road

work bids at a future meeting. Brandon Watson has resigned from the Roads Committee.

- f. Emails for Committees:** The Board directed IMM to set up the following email address for the committees to use:

- Fire Mitigation - fmc@elkspringshoa.com
- Trails - trails@elkspringshoa.com
- Roads - roads@elkspringshoa.com

- g. Snow Plowing 2021-2022 Winter Season:** Two bids have been received so far. IMM was asked to seek an additional bid, so that the Board has three (3) bids in total to review at their next meeting. Amanda was asked to review and send the Board a copy of an Independent Contractor Agreement.

- h. DRG update discussion:** Will Vannice, ARC Lead, reviewed the big changes that have been discussed so far:

- Owners will be required to submit Fire Mitigation Plans for their lot as part of the design review process
- Water usage and water features, what is/is not allowed and how it effects water usage
- Requiring exterior building materials to be Firewise
- What is screening, add definition

The next DRC meeting to discuss changes will be on 9/2, notice will be sent through IMM. The DRC is working toward having a redline draft of changes to present to the membership for review at the Annual Meeting in November.

- VI. Additional Business:** Ed reviewed financials as of 6/30/2021; reporting some minor overages in gate repairs due to unexpected maintenance and Architectural Review due to a timing variance on when the funds are received and how long the review process takes. Ed motioned to transfer the net income as follows from operating into reserves: General \$30,547, Water \$59,908, and Capital Improvements \$12,328. Ed also noted that no transfer will be made from Roads as the HOA has not spent any money on road repairs yet this year. Patrick seconded, and all were in favor. There is also an invoice in question from Western Colorado Hydrant and Valve for work performed at 725 Elk Springs Dr to locate and turn off the curb stop. Ed motioned to charge a portion of the bill to the owner amounting to \$500 and the remaining \$360 will be paid for by the HOA. Heidi seconded, and all were in favor.

Brandon Watson gave a brief update from a recent Trails Committee meeting, stating there is a trail the committee reviewed onsite and is recommending the Board consider realigning. To better understand the scope, the Board asked the committee to make a map showing the current location of the trails and the proposed realignment. To be discussed further at a future meeting. Brandon also put in his resignation from the Trails Committee. IMM will send an email asking for volunteers.

The Board has scheduled the following upcoming meetings:

- Board Meeting – 8/26 at 5:30 p.m.
- Board Meeting – 9/16 at 5:30 p.m.
- Board Meeting – to discuss Budget 10/21 at 5:30 p.m.
- Annual Member Meeting – 11/15 at 6:00 p.m.

Location is TBD, notices will be sent in advance of each meeting with an agenda.

VII. Executive Session

Patrick motioned to move into executive session at 7:29 p.m. Greg seconded, and all were in favor.

The Board directed IMM to contact Don Weller to inform him that ESHOA has considered his request for road access and water and his request was unanimously denied.

VIII. Adjournment

A motion was made, and seconded to adjourn the meeting at 8:22 p.m.

Water Committee Report and Recommendations

August 5, 2021 HOA Board Meeting

Committee Members:

R. Sweikert (Chairman), M. Mc Dill, A. Plummer, J. Kelly

Main Water Tank Re-Coating:

The Committee received two quotes from WBS Coatings for the interior of the Main Water Tank. The initial bid was for over \$160,000. The second was for over \$140,000. The physical differences between the two quotes were not identified, but we understand through IMM that a lower grade of coating material was involved. Following receipt of the second bid, the Committee reached out to Mike McGowan of Mannix Painting (who, we were told had retired in 2020). Mike did the re-coating of the West tank in 2015 (exterior) and 2016 (interior). Mike agreed to bid on the job and has quoted \$55,750 for the interior and \$12,500 for the exterior. Mike is booked for the rest of this season but can begin our project in early May of 2022. Mike did the slightly smaller interior of the West Tank for \$55,000 in 2016. He did the exterior for \$21,500 in 2015. The higher price for the exterior was caused by the need to sand blast some of the exterior and the standalone nature of the work.

Recommendation for Approval by the Board:

The Board is requested to approve the commitment of \$68,250 at this time to secure Mannix Painting's commitment to re-coat both the interior and the exterior of our Main Water tank in May of 2022. There are no issues associated with not doing the re-coating of the interior this year. The Water Committee's 2022 Budget request will include these funds and no money will be spent this year.

Road to Water Tank:

Bids are being collected and one has been received so far. The proposal includes laying down 225 tons of 1/5" gravel from Elk Springs Drive to the pump house. The Water Committee is also working with the Roads committee on the feasibility of salvaging road gravel from roadside ditches and elsewhere where snow plowing, and other factors have deposited gravel in quantity.

Roads Committee

Majority Report and Recommendations for 2021 and Beyond

The basis for the recommendations contained in this report are the findings from the 2014 SGM Engineering studies, roads inspections by committee members and input from present and potential roads maintenance providers.

Relevant Findings of SGM 2014 Roads Study:

- Elk Springs roads generally in good to excellent condition
- Performance of the roads far exceeds normal expectations for chip/seal. Most roads in Western Colorado require re-coating in 5-10 years due to breakdown from high UV
- The notable performance exception was the top section of Kingbird which was in poor shape after six years.
- Adequate drainage is a critical component of road system performance over time. Roadside ditches should be maintained to a depth of at least 12 inches below the road surface (4 inches below the bottom road base layer)
- Roads may not perform as well in the future as many had not been “construction tested”
- Chip/Seal, unlike concrete or asphalt, is not a structural surfacing. Principal issues are edge cracking, rutting/surface distortion and damage due to turning. Chip/Seal is approximately one-fifth the cost of asphalt.

High Level Observations and Recommendations:

- The HOA has “caught up” with the resurfacing of all roads. This “catch up” has also laid down a second layer of Chip/Seal on many miles of roads which were built in the early 2000s. An additional layer on new roads, SGM noted, leads to a longer expected service life between new layers.
- The HOA has not addressed roadside drainage and a “catch up” clearing of chips, and soil from ditches and culverts on all roads is needed and should be addressed beginning this year.
- Historically, the HOA has resurfaced roads with 3/8” chips. The most recent Ranch Manager thought that 5/8s might perform better. GMCO has not observed that this is true. Recently, the HOA has specified the use of 5/8s chip, including for this year’s proposed work. The committee recommends that the HOA adopt 3/8s going forward. It provides a much smoother surface for walking and cycling and is less likely to end up in our drainage ditches and culverts. It is also 20% less costly per square yard. Over a single cycle of resurfacing our roads, the HOA will save \$100,000 at 2021 pricing levels. Our neighbors, CMC and Garfield County, both use 3/8”.

- There are no large sections of our roads which need resurfacing at this time. That said, the committee recommends that we begin routine resurfacing in order to level annual spending and avoid creating another peak multi-year spending pattern in the future.

Specific Recommendations:

- Prioritize drainage “catch up”. Three companies have been requested to bid on clearing the ditches and culverts along Elk Springs Drive from the entrance to Juniper, about 30% of all ditches. All three companies have noted the need to have an area to move the debris. Historically, the HOA/Developer have used the back portion of the open area near the chlorine shack. If there are “clean” loads of chip, they will be laid onto the shack access road, but none of the companies recommend spreading mixtures of dirt and gravel.
- The top section of Kingbird has performed poorly since construction. The committee met with GMCO at the site and discussed the options of laying down a layer of ¾” chip/seal or doing test holes with the idea of needing to reconstruct that portion of the road. Given the three houses under construction on Kingbird, it is recommended to repair the top section (excluding the cul de sac which was asphalted and chip/sealed in 2019), then lay down ¾ chip/seal. GMCO will provide a new estimate for this.
- Woodruff road receives heavy traffic and has been breaking down from the edges for many years resulting in a narrowing of the road and increasing edge breakdown. The appropriate long-term solution is to install 3 foot by 3 inch asphalt shoulders on both sides of the road with the outside edge consistent with the original road width. Then, chip/seal. The right hand turn on Wood Nymph beyond Wood Nymph Place has broken down as a result of traffic using it as a turnaround. The solution here is also to install asphalt and then chip/seal over it. GMCO will investigate the availability of their asphalt subcontractor and provide a quote. If not available this year, patching will be utilized on both roads and the asphalt addressed next year.
- To begin our ongoing program of resurfacing, the committee recommends 3/8s inch chip/seal for Wood Nymph from Monarch through the top of the Woodruff Road Intersection. GMCO will provide a revised quote and for patching along the rest of Wood Nymph.
- Gossamer road is being excavated in different locations by the San District in order to investigate and correct recurring sewer problems experienced by most houses on the street last Winter. The San District will repair the dug areas when finished. GMCO will be able to begin their work in Elk Springs during the first half of September. Additional repairs will be made at that time.

Funding available includes \$139,046 of Road Reserves plus \$20,000 of new build roads fees collected so far this year.