

# ELK SPRINGS HOMEOWNERS ASSOCIATION

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## EXECUTIVE BOARD MEETING

Wednesday, October 30, 2019 at 10:00 AM

81 Cedar Cove, Glenwood Springs, CO 81601

- I. **Call to Order:** 10:02 a.m. Board Members present are Andrea Schober, Brandon Watson, Ed Holub, Diane Tomassetti, and Patrick Fitzgerald. Also present are Amanda Mauer, HOA Attorney, and Bob Johnson and Sam Engen from IMM.
- II. **Establishment of Quorum:** Yes.
- III. **Homeowner's Forum** There were three homeowners present to discuss items on the agenda.
- IV. **Board Meeting Minute Approval – August 14, 2019:** Andrea motions to approve, Diane seconds, all in favor.
- V. **Discussion & Action Items**
  - a. **Fire Mitigation:** Mike Uncapher with Wester Vegetation offered to prepare a fire mitigation plan of action for the HOA at not cost. The HOA plans to apply to be a FireWise community in 2020 and will need a plan as a requirement. Ed motions to obtain a plan of action from Western Vegetation, Brandon seconds, all in favor.
  - b. **Proposed Policies**
    1. **Storage of trailers, RVs, unlicensed vehicles etc.:** The Board has asked that the (3) car section of the policy be removed, but wants to keep, "Vehicles must be parked on the designated parking or turnaround area, which lies within the building envelope." Pat motions to approve the parking policy once the above changes have been made, Brandon seconds, all in favor.
    2. **Gate Code:** Board has decided not to move forward with a policy at this time. Board would like IMM to get a bid from APS for the camera at the front gate.
  - c. **2020 Budget Approval:** For the 2018 and 2019 budgets, the HOA has increased dues each year for the change in the CPI from September to September with that change going to the Capital Improvement Fund. For 2020, the budget reflects such increase to the per Unit Owner dues assessment as follows:

		2019	CPI	2020
		Dues	Change	Dues
Allocated to:				
Operations		\$ 635		\$ 635
Roads		700		700
Water		65		65
Capital Improvement		65	\$ 25	90
		\$ 1,465		\$ 1,490
Increase in CPI		1.70%		
	2019 Dues	\$ 1,465		
Increase in dues		\$24.91		
	round to	\$25.00		

Expenses have been included in the 2020 budget based on the estimated costs incurred for the year ended December 31, 2019. The estimated costs for 2019 are based on the actual expenses incurred for the nine months ended September 30, 2019 as reflected in the HOAs financial annualized to reflect the full year 2019 results.

Ed motions to approve the budget, Andrea seconds, all in favor. Ed will send finalized budget by November 5<sup>th</sup>.

**d. Director Election Process**

- 1. Discuss and understand directed proxy language in the Bylaws:** The Board reviewed the Bylaw language and directed proxy for the Annual Meeting. A change was noted to have all Board Members listed at the top of the proxy that are not up for election. Brandon motions to use the directed proxy with the change listed above, Pat seconds, all in favor. Annual Meeting packets are to be mailed/mailed by November 6<sup>th</sup>.

**VI. Additional Business:** The Water Committee has asked the Board to review their proposed Unmetered Water Policy which was reviewed by Amanda prior to the meeting. Pat motions to approve the revised policy, Diane seconds, all in favor. The Board has asked Amanda to investigate the cost for amending the HOA plat(s) which allow only (1) dog and the cost to get a variance approved through the county. Diane provided the Board with a revised Welcome Letter for new owners in the community. She has requested that the HOA order wine bags with the Elk Springs logo. Board is considering writing an Operational Policy for sub-committees.

A dispute was brought to the Boards attention regarding proper screening of a trailer from view of their home. The owners were present and open to solutions. Pat motions for IMM to work with the owners to come to a resolution for screening, Ed seconds, all in favor.

A concern has been brought to the Boards attention regarding a roof top swamp cooler which was installed at 625 Elk Springs Drive not meeting the requirements of the DRGs. Brandon motions for IMM to perform a fact-finding investigation per section 4.2 of the DRGs, Diane seconds, all in favor. IMM will report their findings and give a recommendation to the Board.

**VII. Executive Session (if needed)**

**VIII. Adjournment:** 1:05 p.m.