

ELK SPRINGS HOA EXECUTIVE BOARD MEETING

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EXECUTIVE BOARD MEETING MINUTES

Wednesday, July 13, 2022 at 5:00 PM

Via Zoom Conferencing

I. Call to Order

Called to order 5:00 p.m.

II. Establishment of Quorum

A quorum was established, Board members present were Patrick Fitzgerald, Greg Boecker, and Brandon Watson. Also present was Sam Engen, Bob Johnson, and Yolanda Vallejo of IMM.

III. Homeowner Open Forum

No comment.

IV. Approval of Prior Meeting Minutes

Patrick made a motion to approve the May 11th Board meeting minutes. Greg seconded, and all were in favor.

V. Committee Updates/Reports

- Fire Mitigation Committee Recommendations

- a. **Upcoming projects:** Before the FMC gave a report to the Board, Sam noted that there was a letter sent to the Board, which was signed by six owners in Elk Springs, requesting that the board obtain a fire mitigation plan for direct the FMC to obtain a plan from an expert that is not a tree removal vendor. It also stated that the FMP should consider the impact on life, property and maintaining a natural non-urban environment protecting, when possible, indigenous plants and wildlife, in all proposed mitigation work.

Ed Holub gave the following updates:

- o The HOA has spent \$96,812.50 of the matching funds grant and there is a remaining balance of \$89,037.50 to still use on fire mitigation projects (half from grant and half from reserve funds). Funds have been used on several acres of lop and scatter work, ingress and egress cutting along the roadsides and the chip and haul project. Ed informed the Board that we have received a check reimbursement from the grant for monies spent so far.
- o Carbondale Fire is recommending that if the HOA plans to keep the fire boxes we need to hire a qualified person to inspect them each summer. Carbondale Fire has a couple of guys who would do this for the HOA this fall for \$500. Patrick motioned to approve the firebox testing/inspections for this fall for \$500. Greg seconded, and all were in favor.
- o The FMC is requesting the Board authorize another round of HOA funded chip and haul on private property with the same guidelines as last years project and then to use any remaining monies from the grant on lop and scatter work along HOA lands downhill from the private lots, cutting down dead, diseased and declining trees to improve forest health and reduce rate of spread during a wildfire. Brandon made a motion authorizing the FMC to proceed with organizing another chip and haul project with the same

guidelines as last year, using the grant funds. Patrick seconded, and all were in favor. There was further discussion on the lop and scatter work request. The Board would like the FMC to work on alternative areas and mitigation work in the subdivision that is not lop and scatter. This request was tabled for future discussion.

- b. Future Grant Opportunities:** Ed informed the Board that there is another grant window opening in August and the deadline will be in October for submission. It will be similar to the matching funds grant awarded to the HOA in 2021. Patrick made a motion authorizing the FMC to work on an application for an upcoming grant opportunity. Greg seconded. There was some discussion about the scope of work for this grant. The goal is to apply for the grant in a way that provides flexibility for Elk Springs HOA to address its fire mitigation objectives and to allow for continued assistance to homeowner mitigation like the chip and haul project. The motion passed with all in favor. The Board asked IMM to send out a notice to the membership letting them know the HOA plans to apply for another grant and provide a copy of the Exhibit submitted last year.
- c. Fire Mitigation Policy:** Ed updated the Board that the FMC is working on a policy for enforcement of the removal of dead, diseased and declining trees on all lots not just vacant lots before building. The goal will be to have a copy of the draft policy to share with the membership at the Annual Meeting in the fall.
- Road Committee Recommendations and Ratification of Action:** Brian reported that the committee is reviewing a proposal from GMCO for chip seal and patching on roadways. The roads committee will plan to have this ready for Board review at their next meeting. Work would take place in September. Patrick motioned to ratify cleaning the ditches and culverts on both sides of Elk Springs Rd from the entry gate to Juniper Rd. for \$10,000 and the construction a new road from Wood Nymph Place to the south water tank at a cost of \$18,060. Brandon seconded, and all were in favor. There was also discussion about installing a gate to the new access road. IMM will get this work scheduled. The Board asked IMM to contact the new owners of lot 68 on Monarch to see if they are ok with leaving the old gate in place until they start construction.
- **ARC Update:** See attached report. Will Vannice informed the Board that he has been meeting monthly with the contractor on the project at 702 Elk Springs Drive. He said it is progressing and the community should start seeing this project wrap up on the exterior soon.
- **Other:** none

VI. Discussion & Action Items

- a. Mailbox Shed Design and Quote:** IMM reviewed a proposal for a steel package box, size 24"Dx72"Wx48"H, to go in place of the existing newspaper slots and bulletin board, for an estimated cost \$3,500.00 including removal. This was a follow up to the discussion annual member meetings. The Board would like IMM to research the cost for installing mailboxes that the post office would provide keys for when there is a package delivered. Tabled for future discussion.
- b. New Gate Company:** IMM informed the Board that American Protective Systems has gone out of business and the new gate contractor will be Visions Security out of Glenwood.
- c. Policy Updates**

 - **Flags and Signs:** Amanda redlined these two policies to reflect new legislation passed in 2021. Discussion by the Board was as follows:

 - a setback requirement for all signs/flags from the roadway, 10 feet? More discussion needed, maybe language about sightlines at intersection prohibited.
 - 2 flags and 1 flagpole per lot allowed
 - political sign language should follow state law, all other signs limited to 1
 - size no larger than 4'x6' for flags, keep sign size to 24"x36"
 - remove fine language and refer to enforcement policy

- combine the two policies into one
Amanda will prepare a draft based on this discuss for review at the next meeting.
- **Investment of Road and Water Reserves:** The only changes needed to this policy was to add in reference to the Operating and Capital Improvement accounts. Brandon motioned to approve the policy with the addition of these accounts reflected. Patrick seconded, and all were in favor. The updated policy will be posted to the HOA website.
- **Reserve Fund Administration:** Amanda, Patrick and Brandon will work on reviewing this policy to make recommended changed for the board to discuss. There was a note about adding in language from the Declaration that gives the board the right to special assess if needed.
- **Conduct of Meeting:** After further review of the new legislation, no updated are needed to this policy.
- **Other policy updates needed - Amanda and IMM to review policies with Board and work on further updates for next meeting**

VII. Additional Business

- a. **Status update of Eagle Ridge and Spring Valley developments:** Amanda provided the following update, The applications for Eagle Ridge and Spring Valley Ranch are not yet complete and have not been set for hearing. Once the applications are complete, they will be listed on the GarCo Comm Devel website under the link Applications Under Review and under the Filing Cabinet. Once a hearing is set for Eagle Ridge, notice will be mailed to ESHOA as a property owner within 200' and 2-4 11x17 yellow signs will be posted on the property with the hearing date and time 14-30 days prior to the hearing, depending upon the notice requirement. Anyone can also access the BOCC meeting agendas online under the Garfield County BOCC page. Once a hearing is set, it will be on the meeting agenda. We cannot get onto the public notice list for Spring Valley Ranch since we are not property owners within 200'. The board asked IMM to prepare an email to send out to the membership informing owner of the Board concerns about these developments and ask homeowners to provide any written feedback they think is important.
- b. **Schedule date for next meeting:** The next meeting has been scheduled for 8/15 at 5PM.
- c. **Other**

VIII. Executive Session

Patrick made a motion to move into executive session at 7:32 p.m. Brandon seconded, and all were in favor.

Returned to open session at 7:53 p.m.

Patrick made a motion authorizing Amanda and IMM to work on drafting new policies based on HB 2022-1137. Brandon seconded, and all were in favor.

IX. Adjournment

The meeting was adjourned at 7:54 p.m.

ELK SPRINGS ARC PROJECTS

Owner	Address	Filing/Lot	Contractor	Type	Status	Check points Completed				Last Visit	Comment	Deposits Paid Date				Fines to date						
						Plan	Pre-Const	Excav	Final			Plan Fee	Const Admin	Landsc	Driveway							
Nau/Tilley	702 Elk Springs Dr.	6-27	Eshelman		Construction	4/29/2022	5/4/2022			7/1/2022		4/29/2022	4/29/2022	4/29/2022	4/29/2022							
Bracey	198 Kingbird Court	9-23	Giard Const	New Home	Construction	10/10/2019	10/8/2020	10/8/2020		4/19/2022	Owner occupied	10/29/2020	10/29/2020	10/29/2020	10/29/2020		\$5000	3/1/2021				
Czajcka	420 Pinon Dr	1-12	JCC Remodeling	New Home	Construction	5/5/2020	8/15/2020	8/15/2020		4/29/2022	Finishing interior	5/12/2020	5/12/2020	9/11/2020	9/11/2020							
Poindexter	154 Crescent Lane	5-62		New Home	Construction	4/15/2021	5/24/2021	5/24/2021		1/13/2022	Framing	5/19/2021	5/19/2021	5/19/2021	5/19/2021							
Mitchell	361 Monarch Road	5-51	Cris Shaw	New Home	excavation	9/10/2020	9/10/2020	9/10/2020		4/15/2021	Owner occupied	9/8/2020	9/8/2020	9/8/2020	9/8/2020							
Goodstein	620 Juniper Drive	RR3	Bruce Barth	New Home	Construction	10/10/2021	10/27/2021	10/27/2021		10/27/2021	Construction	4/12/2021	4/12/2021	10/27/2021	10/27/2021							
Marchand	75 Monarch Road	5-37	Chance Soldoff	New Home	Construction	11/1/2020	12/3/2020	12/3/2020		2/24/2021	Owner occupied	10/29/2020	10/29/2020	12/15/2020	12/15/2020		\$250	6/29/2021				
Brown	2685 Elk Springs Drive	8-15	Chance Soldoff	New Home	Review	4/20/2021				3/4/2021	Final plan approved	2/28/2021	2/28/2021									
Vander Zanden	138 Kingbird Lane	9-21	Bruce Barth	New Home	Construction	5/1/2021	5/10/2021	5/15/2021		5/9/2022	Owner occupied	12/1/2020	12/1/2020	4/28/2021	4/28/2021							
Schultz	180 Aster Drive	7-64	DM Neuman	New Home	Construction	6/10/2021	6/15/2021	6/15/2021		5/4/2022	Owner occupied	12/18/2020	12/18/2020	6/9/2021	6/9/2021							
Piero	2191 Elk Springs Drive	8-3 ph 1	RM Construction	New Home	Review	4/18/2022				6/17/2021	Final plan approved	6/9/2021	6/9/2021									
Tomaswick	92 Crescent Lane	5-64	Chance Soldoff	New Home	Construction	5/12/2021	6/5/2021	6/5/2021		7/1/2022		12/22/2020	12/22/2020	5/18/2021	5/18/2021							
Robin Boogie	160 Woodruff Road	6-37	Domoplex	New Home	Excavation	4/23/2021	5/29/2021	5/29/2021		7/1/2022	Framing	4/22/2021	4/22/2021	5/18/2021	5/18/2021		\$500	early worker	3/19			
Click/Chiappe	47 Woodruff Road	6-47	MMB	New Home	Excavation	7/16/2021	9/9/2021	9/9/2021		4/21/2022	Framing	3/31/2021	3/31/2021	LOC	LOC							
Beaton	124 Juniper Drive	RR1	Ridgerunner	New Home	Review	7/28/2021	8/24/2021	8/24/2021		5/4/2022	Framing	4/12/2021	4/12/2021	9/22/2021	9/22/2021							
Soldoff Spec home	2415 Elk Springs Drive	8-7	Chance Soldoff	New Home	Review	4/29/2020	9/9/2021	9/9/2021		9/9/2021	excavation	4/12/2021	4/12/2021	LOC	LOC		\$500	9/12/2021	\$750	2/1/2022	\$1200	2/15/2022
Froedje	1579 Elk Springs Drive	7-74	olorado Carpent	New Home	Excavation	4/29/2020	9/7/2021	9/7/2021		4/13/2022	Owner occupied	8/27/2021	8/27/2021	8/27/2021	8/27/2021							
Bauer	1841 Elk Springs Drive	7-81	Olaf Const	New Home	Review	5/5/2021	11/11/2021	11/11/2021		1/20/2022	Excavation	4/20/2021	4/20/2021	11/12/2021	11/12/2021		\$250	2/2/2022	incoming \$1000	electric meter variance		
Dunn	1675 Elk Springs Drive	7-78	Girard Const.	New Home	Review	5/20/2021	10/14/2021	10/14/2021		6/23/2022	Excavation	5/18/2021	5/18/2021	10/12/2021	10/12/2021							
Haynes	39 Crescent Place	5-66	Domoplex	New Home	Excavation	6/17/2021	7/6/2021	7/7/2021		5/2/2022	Owner occupied	7/1/2021	7/1/2021	7/1/2021	7/1/2021		\$250	early worker	3.19			
Schneider	1965 Elk Springs Drive	7-83	NSC Construction	New Home	Review	7/15/2021				7/15/2021												
Corkery	2176 Elk Springs Dr	8-10	DM Neuman	New Home	Review	8/5/2021	11/22/2021	11/22/2021		6/28/2022	Framing	7/16/2021	7/16/2021	11/22/2021	11/22/2021							
Wise	44 Kingbird	9-19	Girard Const.	New Home	Review	8/5/2021					Final plan approved	7/16/2021	7/16/2021	4/19/2022	4/19/2022							
Powell	459 Pinon Drive	2-18		Remodel	Review	8/19/2021				8/19/2021	Const begin spring 2022											
Merriman	37 Kingbird Drive	9-29	Bruce Barth	New Home	Review	8/19/2021	10/28/2021	10/28/2021		7/1/2022	Framing	8/4/2021	8/4/2021	Oct-21	10/1/2021							
Willcut-McArthur	201 Wood Nymph Lane	6-20	Cris Shaw	New Home	Review	10/7/2021	5/2/2022	5/2/2022		5/4/2022	Framing	4/20/22 \$1500	4/20/22 \$3500	4/20/2022	4/20/2022							
Thurow	104 Aster Drive	7-62	Domoplex	New Home	Review	9/30/2021	12/9/2021	12/9/2021		7/1/2022	Framing	10/12/2021	10/12/2021	12/8/2021	12/8/2021		\$250	2/12/2022	\$250	3/12/2022	workers onsite	
Steuven	33 Wood Ruff Place	6-33	Owner	wim spa/Deck		10/7/2021					Excavation											
Jones	239 Pinon Drive	1-6	orning Construct	Garage	Review	10/19/2021	12/14/2021	12/14/2021		2/1/2022	Garage addition	12/14/2021	12/14/2021	NA	NA							
Gillen	2131 Elk Springs Drive	8-2	Olaf Jean	New Home	Review	11/18/2021				7/11/2022	Excavation	12/13/2021	12/13/2021	6/30/2022	6/30/2022							
Sweikert	55 Gossamer	7-87	Whit Whitman	Rebuild	Tear down	11/1/2021	11/1/2021	1/27/2022		4/14/2022	Framing	4/26/2022	4/26/2022		4/26/2022							
Baeumler	75 Juniper Drive	8-1-16	Bruce Barth	New Home	Review	5/10/2022				12/9/2021	Excavation	5/11/2022	5/11/2022	5/11/2022	5/11/2022							
Maurer	2727 Elk Springs Drive	8-1-17	RA Nelson	New Home	Review					7/7/2022	Final plan approved											
Haas	1705 Elk Springs Drive	7-79	Olaf Const	New Home	Review					2/17/2022	On Hold											
Duffy	284 Wood Nymph Lane	6-4		New Home	Review	5/4/2022				4/21/2022	Final plan approved	4/20/22 \$1500	4/20/22 \$2500									
Sille/Cottrell	81 Kingbird Drive	9-28		New Home	Review					4/21/2022		4/21/22 \$1500	4/21/22 \$2500									
Harbus/Jing	56 Gossamer	7-86		New Home	Review					5/19/2022		5/15/2022 \$1500	5/15/2022 \$2500									
Brown/Soldoff	3171 Elk Springs Drive	9-56	Soldoff	New Home						6/10/2022												
Cuc	38 Aster Drive	7-60	CUC	New Home	Site review	7/7/2022				7/7/2022	Review											
	64 Grosbeak	9-35	Domoplex	New home	Site Review	7/21/2022					Review											
	146 Kingbird	9-80	Domoplex	New home	Site Review	7/21/2022					Review											
	2812 Elk Springs Dr	9-31	Domoplex	New home	Site Review	7/21/2022					Review											

Color Key
Middle grounds of Const.
Final stage of construction
BOA Board control
Site review
Early Site review

43 Active builds under ARC control as of 7/10/2022
 20 Active Construction as of 7/10/2022
 6 builds under review as of 7/10/2022
 8 builds beginning in July/August as of 7/10/2022
 7 Active builds are owner occupied and need to be closed out this summer.