BOARD MEETING MINUTES

ELK SPRINGS HOMEOWNER ASSOCIATION

MONDAY, JULY 13, 2026, AT 4:00 PM MDT

ZOOM MEETING

MINUTES - APPROVED

1. **Call to Order**
   a. Meeting was called to order at 4:03 p.m. by Joseph Oates.
2. **Verification of Quorum**
   a. Quorum was verified as the following directors were present: Jesse Hill, David Fowler, Liza Orchard, Richard Harbus, Stephanie Hernandez.
   b. Others Present:
      i. Will Vannice as ARC Representative
      ii. Joseph Oates, Quenton Henry of Integrated Mountain Group
      iii. Shelley Dackonish, Taylor McGaughey as HOA legal counsel
      iv. Greg Boecker representing Elk Mesa
3. **Executive Session**
   a. Pre-Executive Session
      i. Greg B. briefly addressed the board before executive session
   b. The Board entered Executive Session at 4:12 p.m.
      i. Discussion of violations of covenants and DRGs
      ii. Contract negotiations and legal review conducted.
4. **Return to Open Session (5:06 p.m.)**
   a. The Board returned to Open Session at approximately 5:06 p.m. Homeowners were invited to join the meeting.
   b. Jesse Hill opened with a recap of executive session topics and added an agenda item to authorize legal counsel for violation matters.
      i. Elk Mesa Easement
      ii. Covenant Violations & Legal Matters
5. **Homeowners Open Forum**
   a. **Pump House / Tall Grass / Fire & Water System Risk**
      i. Doug G. reported tall grass and a pump house alarm; IMG’s emergency response was slow and unclear.
      ii. Board to conduct fact-finding with IMG on the incident, contract status, and corrective actions.
   b. **Recording and Transcribing Meetings**
      i. Steve K asked about recording meetings; Jesse clarified current bylaws prohibit recordings but allow personal note-taking/transcription.

   c. **Spring Valley Ranch Meeting & Gate Condition**
      i. Steve K announced a county meeting on Spring Valley Ranch PUD and requested future agenda time for gate improvements.
   d. **Fire Exit Signage**
      i. Ed H requested installation of fire exit signs at Astor and Kingbird for safety
      ii. Board to prioritize this as a roads/safety issue.
   e. **IMG Communication & Enforcement Consistency**
      i. Roddy S described communication breakdowns with IMG regarding violation notices; Board and IMG agreed to redesign the process with a dedicated email, auto-acknowledgment, and a single point of contact.

6. **Approval of Prior Meeting Minutes**
   a. Jesse motioned, Liza seconded to approve with minor corrections (date and name typo). Passed unanimously.
7. **Manager's Update**
   a. Financial Review
      i. Total cash ~$2,832,000; total assets: ~$3,008,000; liabilities: ~$664,000.
      ii. Budget variances noted in interest income, road impact fees, and water assessments.
   b. Management Report
      i. IMG is transitioning to a team-based approach until a new manager is assigned
      ii. Communication improvements underway
8. **Discussion and Action Items**
   a. Road Condition Report
      i. Michael Morrison from SGM presented updated pavement needs assessment
      ii. Main roads are in fair to good condition, some localized failures noted
   b. Proposal for financial audit
      i. Patrick Tevenan (County Reviews) presented on financial review scope and process.
      ii. Jesse motioned, Liza seconded and Board approved up to $10,000 for initial review engagement.
   c. Special district election results
      i. At the end of voting for the water special district ballot on June 10th, 2026, 197 of the Association's 249 eligible votes were cast, 181 votes favored the Special District ballot question, surpassing the two-thirds approval threshold required under the Association's governing documents.
      ii. ii. The Special District steering committee will continue working with the PUD members on phase II of the district formation.
   d. Wildlife conflicts in Elk Springs
      i. The board discussed recent bear conflicts in Elk Springs and methods for communicating educational materials to members
   e. Water operations

   i. The company (EPC) providing water meter reading services has resigned and will no longer offer those services after August 30, 2026 to ESHOA and its other customers. Their last reading will be August 1, 2026.
   ii. The board is researching options from other service providers and intends to work with the WFMC on selecting a replacement.
   iii. There is interest from the WFMC and the Board in having a general manager assist in the administration of the water system. A list of firms has been researched and interviews will take place over the coming months.

9. Additional Business

a. Next Meeting date to be posted on HOA website
b. Committee Reports
   i. Fire Committee
      1. Grant reimbursement expected
      2. Fire exit signage emphasized
   ii. Roads Committee
      1. Scheduling road work; signage review ongoing
   iii. Water Committee
      1. No Update (Bob S. is traveling)
   iv. ARC Committee
      1. Jesse motioned, Liza seconded a motion to refer violations to counsel.
      2. Motion passed with a 3 to 1 vote.

10. Adjournment

a. Meeting adjourned at 6:47 PM.

Action Items

- Clarify meeting label for attendees (Quenton)
- Fact-finding on pump house incident (Quenton/IMG)
- Redesign HOA-IMG communication process (IMG/Joseph/Quenton)
- Prepare and finalize County Reviews engagement (Liza)
- Draft enhanced wildlife/trash policy and communication campaign (Joseph, Liza, Jesse).
- Coordinate fire exit signage plan (Joseph, Richard, Ed).
- Refer ARC/DRG violations to counsel (Jesse, Joseph).
- Notify owner/attorney of height variance hearing (Taylor/Shelly/Management).
- Update HOA website with next meeting and actions (Joseph).