

ELK SPRINGS HOA EXECUTIVE BOARD MEETING

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EXECUTIVE BOARD MEETING MINUTES

Monday, August 15, 2022 at 5:00 PM

Via Zoom Conferencing

I. Call to Order

The meeting was called to order at 5:00 p.m.

II. Establishment of Quorum

A quorum was verified, board members present were Patrick Fitzgerald, Gregg Plummer, Heidi Treleven, Brandon Watson, and Greg Boecker. Also present were Sam Engen, Bob Johnson, and Yoly Vallejo, IMM and Amanda Maurer, HOA Attorney.

III. Homeowner Open Forum

It was asked if the HOA could work on a report to share with the membership on the 2021-2022 fire mitigation work conducted on ESHOA common properties with location of work and cost. The FMC will work on putting together this information to share.

IV. Approval of Prior Meeting Minutes

Brandon moved, seconded by Patrick, to approve the July 13th Board meeting minutes, motion passed unanimously.

V. Financial Review

Gregg P. review financials, reporting the following:

- Water reserves are \$60,000 higher than last year
- ARC Fees are \$15,000 lower, due to a timing variance and ARC Consulting Fees are up due to more construction

Gregg P. will be working on the budget to present to the board by the end of September. The Board will plan to review and approve a budget for 2023 at a meeting in October.

VI. Discussion & Action Items

a. Continue Review and Approval of Policy Changes:

- **Flags and Signs:** Patrick moved, Brandon seconded, to approve the flags and signs policy as presented, motion passed 4-1.
- **Reserve Fund Administration:** Discussion was had on removing the reference to a "general" reserve account. Reserve accounts to be reflected are for Water, Roads, and Capital Improvements. There was a new paragraph added under "Reserves for Road Repair and Maintenance". The last sentence which reads, "At the yearend budgeting cycle for the HOA, the Road Committee will submit a request for funding of their next year's ongoing responsibilities and in addition a request for "Reserves for Road Maintenance" to bring that account to the 25% level as described above" should include the word "eventually" for bringing the account to the 25% level as described above. Amanda will make these changes to present a new draft to the board at their next meeting. No action taken.

- **Collection:** Changes to this policy were per HB 1137. Heidi moved, Greg B. seconded, to approve the collections policy as presented, motion passed unanimously.
 - **Enforcement:** The board discussed the fine schedule and determined the first fine should be \$500 and the second fine would be \$0. Legal action would be the next step if a violation was not cured after the 2nd notice. Amanda will make these changes to present a new draft to the board at their next meeting. No action taken.
 - **Other:** The Board also reviewed the Remote Water Meter Policy. The only change presented was to the fine schedule, removing the per month fine of \$500 and making it a one time fine in the amount of \$500. Heidi moved, Greg B. seconded, to approve the remote water meter policy as presented, the motion passed unanimously.
- b. **Snow Removal Bid for 2022-2023:** Sacred Ground Excavation submitted a proposal for snow removal for the upcoming season. IMM reported rates have not changed, but they did include a line about a fuel service charge being applied if fuel priced are over \$4.00 per gallon at the time of plowing. The board needs more clarification on what this means. The Board also requested they extend their hours of snowplowing past 4PM in the event there is a late afternoon storm. IMM will contact the vendor for a revised proposal. No action taken.
 - c. **Tree planting on berm by water tank:** Tabled, waiting on bid from contractor.
 - d. **Update on cost for mailbox shed:** Brandon moved, Patrick seconded, to replace the existing newspaper stand/bulletin board by the mailboxes with a custom-built steel box that will be 24" deep, 72" wide and 48" from top to bottom of box to be used for packages being delivered by USPS, motion passed unanimously.

VII. Committee Updates/Reports

- a. **Roads – bid for summer road work:** Brian Moriarty reported that GMCO does not have any more availability on their schedule this year to complete work in Elk Springs. The Roads Committee met to discuss and is recommending to the board that we hold off on chip sealing this year and to increase, basically doubling, the amount of roads to be chip sealed next year. The committee will work towards scheduling this chip sealing to occur much earlier in the season for 2023.
- b. **Fire Mitigation:** Ed Holub informed the board that the FMC received a report from the recent fire box inspections completed, and they are recommending if the HOA is to keep these boxes that they replace eight, 100-foot hoses for an estimated cost of \$2,000. Greg moved, Heidi seconded, motion passed 3-1, with one opposed and one abstained. Ed also reported the new grant has \$15 million available. It will be active 8/17/2022 and the deadline to apply is 10/19/2022. Kami Long, CO State Forest Service, will be completing a site visit with the FMC on 8/23/2022 to assess the fire mitigation work completed thus far and recommend future work for winter 2022/2023. The FMC is asking the Board to consider applying for up to \$300,000 in matching funds from the grant. No action taken. Discussion was tabled until next meeting.
- c. **Other:** The ARC gave a brief update, reporting that a build on Pinion Drive has reached its 2 year deadline for construction. They do have their certificate of occupancy but is still working to completed landscaping and driveway. Project is expected to be completed by 10/1/0222.

VIII. Additional Business

- a. **Update on status update of Eagle Ridge and Spring Valley developments:** A public hearing has been scheduled for 9/28 at 6PM. At this time it is unclear if the meeting will be in person or on zoom. IMM will send a notice informing owners once we know more.

The Board has several concerns regarding the Eagle Ridge development and has asked IMM to send another email asking owners in the community for their input. Amanda will reach out to the county to see if we can get an extension to the deadline to submit comments to be included in the staff report. There was no update provided for Spring Valley.

b. Schedule date for next meeting: The following meetings were scheduled:

Board Meeting – 9/14 at 4PM on zoom

Board Meeting – 10/17 at 5PM on zoom

Annual Member Meeting – 11/14 at 6PM at CMC

c. Other: CMC will be hosting the 2022 High School Mountain Bike championship race October 20-23, 2022 on their newly-established campus mountain bike trails. They plan to use the RE-1 School District parcel for on-site camping and overflow parking from October 21-23. There is no fence between the school district parcel and the Elk Spring HOA parcel R120052 – 239305407021 and they have approached the Association about serving and marking the property boundary to ensure compliance to prevent trespassing. Patrick moved, Heidi seconded, to have SGM survey the common property line between these two parcels, motion passed unanimously. It was also asked if Amanda could research the use of the RE-1 property.

IX. Executive Session

Brandon moved, Heidi seconded, to go into executive session at 7:56 p.m., motion passed unanimously.

Returned to Open Session at 8:06 p.m.

Brandon moved, Patrick seconded, to approve the agreement with the assignment of claim and with the HOA covering the irrigation expense, motion passed 4-1 with one abstained.

Brandon moved, Heidi seconded, to go back into executive session at 8:07 p.m., motion passed unanimously.

Returned to Open Session at 9:29 p.m.

X. Adjournment

The meeting was adjourned at 9:30 p.m.