

# ELK SPRINGS HOA EXECUTIVE BOARD MEETING

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## EXECUTIVE BOARD MEETING MINUTES

Thursday, April 15, 2021 at 4:00 PM

Via Zoom Conferencing

- I. **Call to Order**  
The meeting was called to order at 4:01 p.m.
- II. **Establishment of Quorum**  
A quorum was verified, Board Members present were Patrick Fitzgerald, Heidi Treleven, Greg Boecker, Willy Lynch, and Ed Holub. Also present were Bob Johnson and Sam Engen, IMM and Amanda Maurer, Attorney. Guest speakers present were Bill Gavette, Carbondale Fire, and Mike Uncapher, Western Vegetation Management.
- III. **Homeowner Open Forum:** no comments.
- IV. **Approval of Meeting Minutes – January 2021:**  
Heidi motioned to approve the prior meeting minutes. Ed seconded, and all were in favor.
- V. **Financial Review:**  
Ed reviewed the 2020-year end reserve transfers reporting that there has been an increase to the account balances in reserves. He also reported that income is ahead of budget in all 4 operating categories for the first quarter.
- VI. **Committee Reports**
  - **Water**
    - i. **Updates:** see attached Water Committee report. Greg motioned to include the information about low water pressure for certain lots in the DRGs per the Water Committee's recommendation. Patrick seconded. After further discussion Greg amended his motion to include that the map provided by the water committee identifying these lots shall also be included in the DRGs. Patrick seconded, and all were in favor. Heidi motioned to begin metering water usage during construction (non-freeze months) using the Badger water meter that will be installed in the house once built. Owners will not be charged for water used and EPC will read the meters monthly as they do house meters. Patrick seconded, and all were in favor.
  - **ARC**
    - i. **Appoint Member to ARC:** See attached ARC report. Ed motioned to appoint Jason Adams to the ARC. Greg seconded, and all were in favor.
    - ii. **Rewrite of DRGs by the end of 2021:** the committee will begin reviewing the DRGs and anticipates having a drafted update for the Board to review this fall.
    - iii. **Review of Brown residence (lot 15, flg 8) Final ARC Decision:** With no objections from neighboring lot owners, this variance request has been approved by the ARC.
    - iv. **Lifting road weight restrictions early:** There will be no change to the current rules at this time.
  - **Fire**
    - i. **Tree removal on Pinion and Cedar Cove:** The purpose of this project is to try and ensure safe egress for homeowners, safe ingress for first responders and firefighters as well as to provide a fuel break. Ed motioned to authorized Mike Uncapher to remove approximately 125 trees adjacent to Pinon Drive, Pinon Point and Cedar Cove for fire mitigation totaling \$6,470. Patrick seconded. After further discussion, Ed amended his motion to include that a letter/email will be sent to the adjacent

property owners informing them of the project and asking if there are any objections. Patrick seconded, motion passed 4-1, Willy opposed.

- ii. **Safety meeting in May:** Will be held on a week day after 5PM. Notice will go out to the membership from IMM once a date has been confirmed.
  - iii. **Fire Hydrant Training:** This will be held after the safety meeting in May for those interested.
  - iv. **Clarify Fire Mitigation Policies/Guidelines:** committee will work on this over the coming months.
  - v. **Mailer to Membership with Fire Exit Map + Signage for Fire Exits + High visibility signs for all residences:** These are all topics discussed at the last FMC meeting. The committee is still working on these items.
- **Roads**
    - i. **Road to Water Tank:** More work is needed as there is conflicting information about this access easement. Ed motioned to have the Road Committee move forward with getting the entire area by the water tank surveyed which will include the current access road and the area for the proposed access road. Heidi seconded, and all were in favor. The committee will be working on addressing the scope of work needed this year for the roads and will be seeking multiple bids.
  - **Trail**
    - ii. **Mowing of trails:** The committee reported that there is some minor realignment needed on the KBGB Trail that was built last year. Ed motioned to realign this trail based on the committee's recommendation. Greg seconded, motion passed 4-1, Willy opposed. IMM will coordinate with the committee prior to mowing of the trails later this spring. There will also be more volunteer opportunities for trail maintenance this year, IMM will send out a notice when this is scheduled.

## VII. Discussion & Action Items

- a. **ESHOA Review of Contracts:** IMM created and reviewed with the Board a list of current contracts/agreements the association has.
- b. **Appointing Members to Internet/Fiber Committee:** There are (8) homeowners who have reached out with interest in this committee: Rebecca Hodgson, Marian Oleksy, Erik Johnson, Jennifer Richter (Maurer), David Hughes, Travis Schultz, Doug Gurley, and Tammi Carlson. Ed motioned to appoint all (8) members to the committee and suggest they consider cutting it down to (5) for ease of working. Willy seconded, and all were in favor.
- c. **Insurance Review:** Ed is looking into updating the policy to include the infrastructure for the water system.
- d. **On and Off-Street Parking Policy – clarification on rules, violations, and parking in turn arounds:** The Board agreed to have IMM install 1-2 no parking signs at the turn around on Elfin place. There will be no amendment to the policy for street parking as there are clearly defined rules in the current policy. The Board directed IMM to survey the membership asking for feedback on this policy and to determine if the community thinks there is a problem that needs to be addressed. A Board Meeting has been scheduled for May 5<sup>th</sup> at 5PM to discuss further.
- e. **Review of RR Lot Policy:** Greg motioned to adopt the RR lot policy which states that RR lot owners shall be required to install and maintain an operational water meter pursuant to the policy prior to the Association providing water to the lot. Heidi seconded, and all were in favor.
- f. **Entrance Landscaping Bid:** The Board directed IMM to seek another proposal from Daly Property services that includes the entire entrance area rather than just the center islands. They also asked IMM to get a bid from Russ Craig. This will be discussed further at a future meeting.
- g. **Gate to filing 9 – should it remain locked, be moved or removed:** The Board was in agreement that the gate across the entrance of Juniper Drive shall be removed. Ed motioned that the HOA would leave the existing gate on Elk Springs Dr and will install 2 additional gates blocking car access to the lower loop on Elk Springs Drive in an effort to protect the Elk Habitat. Patrick seconded. After further discussion, Ed amended his motion to include that the gates will only remain in place for one year and will allow for pedestrian and bike access. The HOA will also place signs notifying owners that this is a fragile elk habitat. Patrick seconded, motion passed 4-1, Willy opposed. Barbara Neil offered to allow the HOA to use gates she has. IMM will coordinate with her to gather the gates and install them in the coming weeks.

- h. **Dogs to be on leash within filing 9 – discussion on amendment to policy:** Further discussion is needed, IMM will include this in their survey to the membership and the Board will discuss further at their meeting on May 5<sup>th</sup>.

**VIII. Additional Business:** The Board reviewed a bid to cut and install a man door into the shipping/storage container by the water tank. They directed IMM to seek an additional bid to build a lean to off the shipping container rather than cutting in a man door. This will be discussed further at a future meeting.

**IX. Executive Session:**

Patrick made a motion to move into executive session to discuss contracts and legal matters at 7:17 p.m. Greg seconded the motion, and all were in favor.

Patrick motioned that the HOA will cover the cost for irrigation and installing a new zone and landscaping of 5-6 trees not to exceed \$6,000 between lots 91 and 92. Furthermore, the owners of lot 91 will be allowed an additional 2,000 gallons of water per month for up to 5 years to water these trees. Both parties involved shall review and approve the final agreement and landscaping plan to be submitted. A copy will need to be provided for the HOA to keep on file. Heidi seconded, motion passed 3-1, Willy opposed.

**X. Adjournment:**

A motion was made and seconded to adjourn the meeting at 8:15 p.m.

## **Water Committee Report and Recommendations**

April 15, 2021 HOA Board Meeting

### **Committee Members:**

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

### **Projects in EPC's Hands:**

- 1) Identify contractors and obtain bids for re-coating the interior of the Main Water Tank (partial or complete). The Main Water tank is larger than the West Water tank (320K gallons vs. 250K gallons). The smaller tank's interior was re-coated in 2016 at a cost of \$50,000, so the cost for the Main Tank re-coating can be expected to be at least \$65,000 (adjusting for size only). The Dive inspection took place after the 2021 Water Budget was set, so authorized expenditures will be a variance to Budget.
- 2) Installation of a water meter and remote reader at the old office on Pinyon ordered last Summer still has not occurred.
- 3) Cost proposals requested by Patrick to monitor the depth of both wells have not been received.
- 4) Meeting requested to discuss water system layout for Eagle Ridge requested in early March still TBD.

### **Other Items:**

- 1) Barbara Neal recently made the Water Committee aware of the fact that certain lots may experience low water pressure as we approach full build out. When designing the water system SGM identified that certain specific lots need to be served by a 1 ½ inch (vs. the normal 1 inch) line and that the installation of shower pumps be recommended. A map identifying these lots is attached to this report. The Water Committee recommends that this information be included in the DRGs and that the Board mandate the installation of oversized service lines for these lots and the "Exemption"

lots that were annexed after the Neal's Kindall Ranch purchase (only 1 of these lots remains undeveloped).

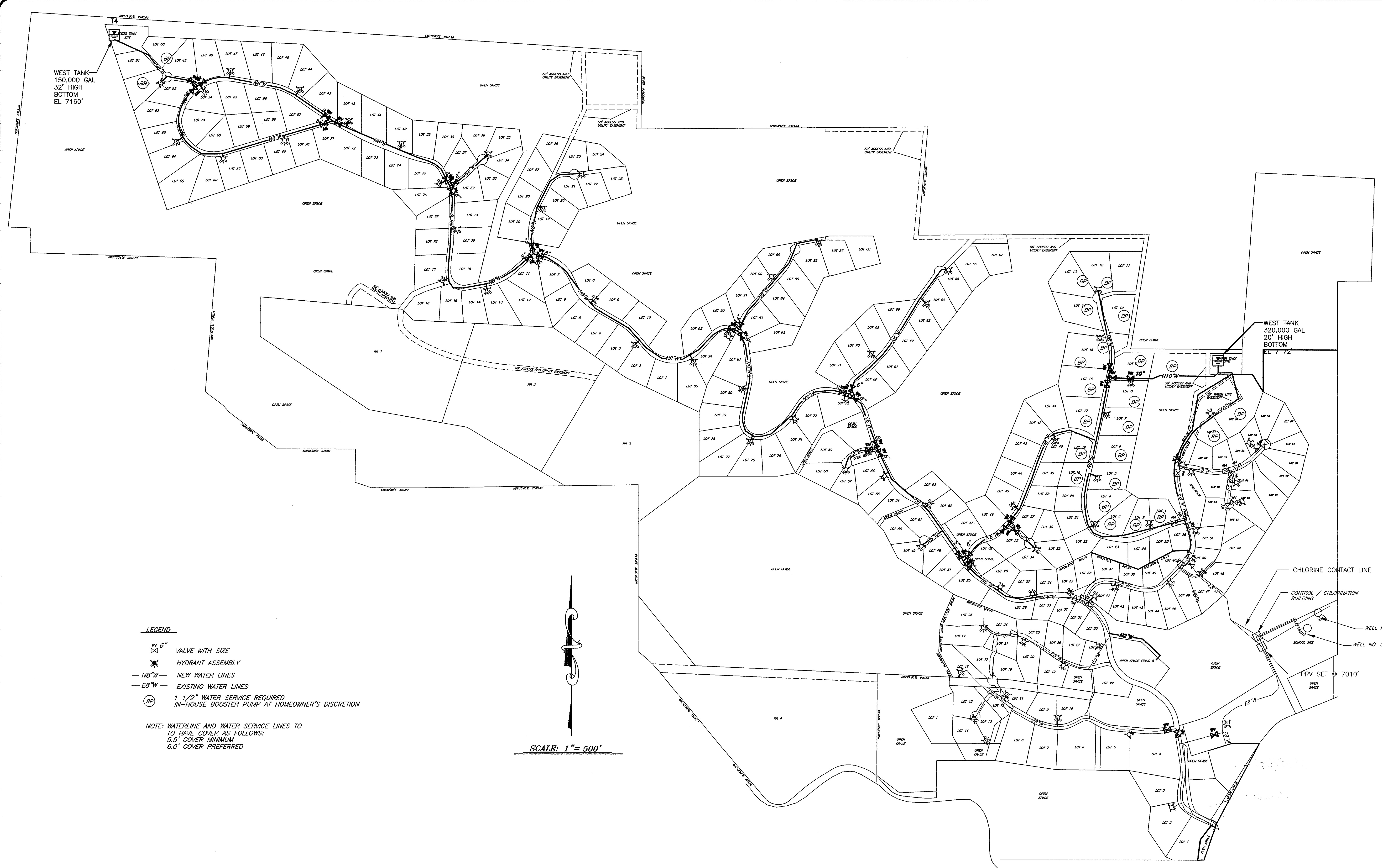
- 2) At the last meeting, we discussed the desirability of metering water usage during construction (during the non-freeze months). After consultation with Dodson Engineering, the Water Committee recommends that the Board mandate such metering using the Badger water meter that will be installed in the house once built.

### **Recommendations for Adoption by the Board**

- 1) The Water Committee recommends that the Board adopt lot low pressure identification in the DRGs and mandate the installation of 1 ½ inch service lines and recommend shower pumps for those identified lots.

- 2) The Water Committee recommends that the Board require water metering during the construction phase of homes. The standard Badger water meter may be used for this purpose prior to its permanent installation within the finished home.

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**LEGEND**

- ⊗ 6" VALVE WITH SIZE
- ⊗ HYDRANT ASSEMBLY
- NB "W — NEW WATER LINES
- EB "W — EXISTING WATER LINES
- ⊙ (BP) 1 1/2" WATER SERVICE REQUIRED IN-HOUSE BOOSTER PUMP AT HOMEOWNER'S DISCRETION

NOTE: WATERLINE AND WATER SERVICE LINES TO HAVE COVER AS FOLLOWS:  
 5.5' COVER MINIMUM  
 6.0' COVER PREFERRED

SCALE: 1" = 500'

Notice:  
 According to Colorado law, you must commence any legal action based upon any defect in this survey within three years after you first discover such defect. In no event may any legal action based upon any defect in this survey be commenced more than ten years from the date of the certification shown hereon.



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**LOS AMIGO RANCH**

| NUM-BER | DESCRIPTION                         | DATE    | DSY |
|---------|-------------------------------------|---------|-----|
| 1       | PRELIMINARY PLAN SUBMISSION         | 6/23/99 | DSY |
|         | PRELIMINARY PLAN SUBMITTAL/REVISION |         |     |

**MASTER WATER PLAN**

Job No. 1502-14J  
 Drawn by: DMK  
 Date: 11/25/97  
 Appr. by: DMK  
 File: LAS-WAT

**LAU2**  
 OF

ARC Report for January 18 2021 to April 10, 2021

February 2021

No meetings were held

Other business ARC lead was doing

75 Monarch site visits during excavation, elec line routes

RR3 Site visit

March 2021

March 4 ARC meeting

Krill 2026 Elk Springs Drive for satellite locations Will attended and set the locations as being on the northern ridge or on the ground level behind the garage. Not allowed to place it on the street side of the home.

Tomaswick 92 Crescent Place Present ARC Will, Rob, Paul Present for Contractor Chance Soldoff Architect David Brown. Site was reviewed as it was marked out all plans were present and reviewed with architect/ contractor. Only concern was driveway and parking area which was out of the building envelope, discussed as to the location and recommendations for its approval helps the grading and the site for disturbance. This variance will be approved at the final plan review. This build also had a concern from the neighbor as to the access is across the neighbors driveway through an easement. David Rosenfeld brought up the concerns to the ARC. ARC has responded with the easement was created for access to this building site as there is no other access except through large forested area with a drainage. There will be 2 variances approved on this residence, one being a section of the home roof will be a 2/12 and one ridge line will exceed 24' by 8" with a run of 12'. Home has been approved and ARC is waiting for the final plans to give it construction approval.

Brown 2685 Elk Springs Drive Present ARC, Will, Rob, Paul. Present for contractor Chance Soldoff, Architect and owner David Brown. This home is being submitted as a very low profile single level residence with a roof pitch of 1.5/12, lots of fire resistant exterior materials. The ARC visited the site and reviewed the plans, a model was also presented for review. The ARC opinion of the home was that there are several variances being asked for and we would need to review this extra careful and be sure all regulations are being followed. At this time the ARC can not approve the design of the home.

Click/Chiappe 47 Woodruff Road Present ARC Will, Rob, Paul Present Architect Jordan Borkovec Owner Don Click. Site review stakes marked with flagging between plans were reviewed along with the layout on the ground. House looks good. 2 points were brought up to have eaves extended around the garage and that all car parking and driveway turn around are to be contained within the building envelope. The architect will revise the drawings and resubmit for final approval.

March 18 ARC meeting

Beaton RR1 Lot Present for ARC Will, Paul, Rob, Jason Adams new volunteer for committee. Architect Andi Korber Owner Glenn Beaton. This home is being built on 47 acres with a half mile long driveway. Site has been staked out with a great presentation for placement within the building envelope home is very well designed and will not be seen from off premises. Variance was asked for to have part of the driveway exceeding out of the building envelope. Variance has been granted. Preliminary approval of the home is approved and now drawings are being finalized.

Boogie 160 Woodruff Road Present ARC Will, Paul, Jason Adams. Architect Rob Claussen Contractor Slawek Wojciuch. This home is a resubmission from plans drawn back in 2009 in which the home was never built. ARC likes the concept, nothing to mention as all of the drawings are in line with DRG's. Site was staked out and flagged for our approval. Preliminary plans and site review have been approved now the final drawings are being done.

Goodstein RR3 Lot Present for ARC Will, Paul, Rob, Jason Adams. Contractor Bruce Barth. This is one of the 35 acre parcels located at the end of Juniper Drive. This home will have 2 possible variances which the ARC will be approving. A majority of the roof will be 2/12 roof pitch along with a small partial of the roof line will exceed the 24' height limit. The home is not visible from anywhere else off property. Very secluded and private. It will become a great home within Elk Springs that will not be visible from Elk Springs.

Review of current builds happening,

Kitselman, Eades and Mitchell are completed with CO present, just small exterior projects to complete then the ARC can give final Architectural completion status.

6 homes currently in various stages of work. Carlson, Krill, Czajcka, bracey, Marchand

10 homes under site review or final plan review Goodstein, Brown, Vander Zanden, Schultz, Schultz, Tomaswick, Boogie, Click, Beaton, Bauer. 5 of these should begin construction end of May with the other 5 beginning in June.

We have 3 others scheduled for site reviews on our regular scheduled meetings on April 15<sup>th</sup> and then again on May 6<sup>th</sup>, we have 3 more if they are ready by then.

Filing 9 lots have been put on the market as of March 30<sup>th</sup> 33 total with 8 of them under contract the first day. I have been approached by 4 of these with possible submittals for beginning construction in August of this year.

The ARC approved the real estate marketing sign for filing 9 and its approved location at the March 18<sup>th</sup> meeting. The ARC has also approved the gates being moved from the entry of Filing 9 and being placed at the lower loop of Elk Springs drive and also just past Vista drive as per developer request. This condition is only approved per the board approving it first.



# ELK SPRINGS ARC PROJECTS

| Owner         | Address                | Filing/Lot | Contractor     | Type     | Status       | Check points Completed |           |           |       | Last Visit | ARC Lead | Comment        |
|---------------|------------------------|------------|----------------|----------|--------------|------------------------|-----------|-----------|-------|------------|----------|----------------|
|               |                        |            |                |          |              | Plan                   | Pre-Const | Excav     | Final |            |          |                |
| Carlson       | 702 Elk Springs Dr.    | 6-27       | Owner          | New Home | Construction | 1/10/2020              | 5/29/2020 | 5/29/2020 |       | 1/12/2021  |          | concrete       |
| Gary Krill    | 2026 Elk Springs Dr    | 7-94       | Owner          | New Home | Construction | 12/12/2019             | 5/26/2020 | 5/26/2020 |       | 3/18/2019  |          | framing        |
| Kitselman     | 301 Woodruff Lane      | 6-43       | MM8            | New Home | Construction | 7/20/2019              | 7/20/2019 | 7/20/2019 |       | 4/13/2021  |          | Owner occupied |
| Eades         | 301 Kingbird Drive     | 9-20       | Girard Const.  | New Home | Construction | 8/1/2019               | 8/15/2019 | 8/15/2019 |       | 12/15/2020 |          | Owner occupied |
| Czajcka       | 420 Pinon Dr           | 1-12       | JCC Remodeling | New Home | Construction | 5/5/2020               | 8/15/2020 | 8/15/2020 |       | 8/15/2020  |          | excavation     |
| Poindexter    | 154 Crescent Lane      | 5-62       |                | New Home | Review       |                        |           |           |       | 4/15/2021  |          |                |
| Mitchell      | 361 Monarch Road       | 5-51       | Cris Shaw      | New Home | excavation   | 9/10/2020              | 9/10/2020 | 9/10/2020 |       | 1/12/2021  |          | Owner occupied |
| Goodstein     | 620 Juniper Drive      | RR3        | Bruce Barth    | New Home | Utilities    |                        |           |           |       | 2/24/2021  |          | road and water |
| Marchand      | 75 Monarch             | 5-37       | Chance Soldoff | New Home | Framing      | 11/1/2020              | 12/3/2020 |           |       | 2/24/2021  |          | excavation     |
| Brown         | 2685 Elk Springs Drive | 8-15       | Chance Soldoff | New Home | Review       |                        |           |           |       | 3/4/2021   |          |                |
| Vander Zanden | 138 Kingbird Lane      | 9-21       | Bruce Barth    | New Home | Review       |                        |           |           |       | 11/19/2020 |          |                |
| Schultz       | 180 Aster Drive        | 7-64       | DM Neuman      | New Home | Review       |                        |           |           |       | 12/17/2020 |          |                |
| Schultz       | 125 Primrose Point     | 7-59       | DM Neuman      | New Home | Review       |                        |           |           |       | 12/17/2020 |          |                |
| Tomaswick     | 92 Crescent Lane       | 5-64       | Chance Soldoff | New Home | Review       |                        |           |           |       | 3/4/2021   |          |                |
| Robin Boogie  | 160 Woodruff Road      | 6-37       |                | New Home | Review       |                        |           |           |       | 3/18/2021  |          |                |
| Click/Chiappe | 47 Woodruff Road       | 6-47       |                | New Home | Review       |                        |           |           |       | 3/4/2021   |          |                |
| Beaton        | 124 Juniper Drive      | RR1        |                | New Home | Review       |                        |           |           |       | 3/18/2021  |          |                |
| Brown         | 2418 Elk Springs Drive | 8-7        | Chance Soldoff | New Home | Review       |                        |           |           |       | 4/29/2021  |          |                |
| Stuckey       | 1579 Elk Springs Drive | 7-74       |                | New Home | Review       |                        |           |           |       | 4/29/2021  |          |                |
| Bauer         | 1841 Elk Springs Drive | 7-81       | Olaf Const     | New Home | Review       |                        |           |           |       | 5/6/2021   |          |                |
|               |                        |            |                |          |              |                        |           |           |       |            |          |                |

Color Key

|                             |
|-----------------------------|
| Middle grounds of Const.    |
| Final stage of construction |
| HOA Board control           |
| Site review                 |
| Early Site review           |