



BOARD MEETING MINUTES

ELK SPRINGS HOMEOWNERS ASSOCIATION

MONDAY, APRIL 17, 2023, AT 5:00 PM

1. **Call to Order** the meeting was called to order by Sam Engen at 5:00 p.m.
2. **Verification of a Quorum** a quorum was verified with the following board members present Brandon Watson, Greg Boecker, Gregg Plummer, Gregg Minion, and Ron Kroesen. Also present were Amanda Maurer, HOA Attorney, and Bob Johnson, IMM.
3. **Homeowners Open Forum** the owners present did not bring forth any business at this time.
4. **Approval of Prior Meeting Minutes** Brandon moved, seconded by Gregg Minion, to approve the meeting minutes from March 20th as presented, motion carried unanimously.
5. **Committees**
 - a. **Fire Mitigation**
 - **Q&A with Conner Coleman** Ed reported Conner is no longer interested in preparing a plan.
 - **Q&A with Phil Luebbert** Phil was present to answer questions and discuss scope of work with the board. In addition to a 'master plan' for the community, Phil noted that education and outreach to the community is another key factor in fire mitigation being successful.
 - **Consider Fire Mitigation Plan from either** Greg Boecker moved, seconded by Brandon, to engage Phil Luebbert in creating a fire mitigation plan for Elk Springs HOA. After further discussion, Greg Boecker amended his motion to include that Ed Holub could engage Phil in creating this plan subject to a two day hold to allow the board time to review the scope of work for the project and Ed will send final contract including the scope of work from Phil to the board. Brandon seconded, motion carried unanimously.
 - b. **Committees: Purpose, work product expected, powers, and communication. Review expectations for committees for the upcoming year and discuss best practices for reporting updates to the board.** IMM will email committees to see if they need time on the next board meeting agenda. The board requests that committees submit written reports that include updates and any recommendations in advance of the meeting. This will help the board make informed decisions and limit the presentation time at the meeting.
 - c. **Water Committee:** see attached report. The board unanimously approved the purchase of well monitoring equipment for \$2,500. The water committee is asking the board to consider updating the remote meter installation requirements and charging for water during construction. This will be on the agenda for the next board meeting.
 - d. **Trails Committee:** Brandon moved, seconded by Gregg Minion, to approve moving the trail at the end of Gossamer as flagged, motion passed with 4 in favor and 1 abstained.



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6. Discussion and Action Items

- a. **Ratify Action – Chip Seal Contractor Selection** the Board unanimously approved United Companies to be the contractor for chip seal work this summer.
- b. **Architectural Review Committee and Design Review Guidelines Amendments (DRGs):**
 - **6.10 further define “screened from view”** tabled.
 - **10.9 approve new story board requirements** Brandon moved, seconded by Greg Boecker, to approve the story board language as presented. After further discussion, the motion was amended to include updating the story board requirements on Exhibit B to include ‘sample of intended materials’ to be delivered to the ARC under story board (10.9) and Exhibit C, both parts, to make it part of final approval. Motion carried unanimously.
 - **Discuss if rules and regs need to be added to the DRGs to clarify what vehicle use is permitted under section 3.6 of the Declaration.** Tabled.
 - **New construction impacts on roads** concerns on the amount of construction traffic and its impacts on the roads were brought up. Further discussion is needed to determine if the current road impact fee is sufficient to help cover costs of repairs needed. Discussion to be included on the next meeting agenda.
 - **ARC billing details** the board would like to see more detail on billing to ensure better cost recovery on the ARC Leads time. Ron will share a time tracking spreadsheet with the ARC to aid in future billing.

7. Additional Business

- a. **Schedule next meetings** the next meeting will be held on May 15th at 5PM.
8. **Executive Session** Brandon moved, seconded by Gregg Minion, to move into executive session to confer with legal counsel at 8:08 p.m., motion carried unanimously.
9. **Adjourn** at 9:13 p.m.

Executed by Integrated Mountain Management on behalf of the Elk Springs Board of Directors.

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