



BOARD MEETING MINUTES

ELK SPRINGS HOMEOWNERS ASSOCIATION

MONDAY, SEPTEMBER 18, 2023, AT 5:00 PM

1. **Call to Order** the meeting was called to order by Bob Johnson at 5:01 p.m.
2. **Verification of a Quorum** a quorum was verified with the following board members present Brandon Watson, Gregg Minion, Gregg Plummer, Ron Kroesen, and Greg Boecker. Also in attendance was Amanda Maurer, Attorney, and Bob Johnson and Haley Markward of Integrated Mountain Management.
3. **Homeowners Open Forum** the homeowners present brought forth the following information:
 - A homeowner asked for the results of the gate survey that was sent out previously. IMM will share this information.
4. **Approval of Prior Meeting Minutes** The meeting minutes were reviewed. It was requested to add “or raise CMC payment” and “modification and approval” to section 5.h. regarding the CMC PILT letter. It was also requested to remove language from section 5.j. suggesting that Gregg Minion abstained from the vote. There was no official motion and Gregg Minion did not want to partake in the discussion. Gregg Minion moved, seconded by Greg Boecker, to approve the August 21, 2023, meeting minutes with the previously stated changes. The motion carried unanimously.
5. **Discussion and Action**
 - a. **Budget – Expense Parameters and Reserves Discussion**
 - **Accounting Firm** Gregg Plummer moved to accept and sign the engagement letter from Balanced Bookkeeping, seconded by Brandon Watson and all were in favor. The motion carried unanimously.
 - **Purchase CD’s for Construction Account** Gregg Plummer moved to approve the purchase of two staggered CDs for the construction account. The first construction CD will be in the amount of \$100,000 for 6 months. The second construction CD will be in the amount of \$100,000 for 3 months. The motion was seconded by Ron Kroesen, and all were in favor. The motion carried unanimously.

Budget – Gregg Plummer reviewed the budget spreadsheet which illustrated the projections for the remainder of 2023 and expected 2024 parameters. The Board discussed this topic at length. It was discussed that the ARC is not billing enough back to the owners leaving the HOA with increased



BOARD MEETING MINUTES

expenses to cover. Will Vannice explained to the Board that he bills for overages at the end of the project and so some of those expenses are a timing variance that are current projects and have not yet been rebilled to owners. The roads maintenance was discussed and United Companies has deferred the maintenance for the 2nd year. It was determined that road maintenance will be conducted in 2024 and 2025 to catch us up to the regular schedule. Brandon Watson requires some sort of percentage to go towards Capital Improvements. Specifically, the entrance gate needs to be budgeted for as the most recent estimate received for a new gate was between \$75,000 and \$100,000. It was discussed to consider separating water operations from the HOA income and expenses. This means we would have a separate budget for water. The Board agrees there should be an increase to the annual dues however the specific allocation of the dues needs to be reviewed further. A homeowner comments that the Board should have a Reserve professional review the Reserve amounts as he believes the general reserve is too high. The Board asked Will Vannice to conduct an audit on his billing practices so that the Board may investigate the rebilling matters further. The Board will require Balanced Bookkeeping to separate legal, water and professional fees. Another Board meeting will be held prior to the annual meeting to determine the final allocations.

- b. Letter to SVSD Re Inequity of CMC's PILT** There was a typo that added an extra 0 in the \$800,000. The number of lots in ESHOA is 249 however not all lots are required to be a part of the sewer system. The Board determined that the letter should use 'request' language rather than 'demand' language.

6. Committee Reports

Roads- It was determined that the front section of the road is paved and needs to be chip sealed as preventative maintenance. The question to pave on Elk Springs Dr. to Woodruff was brought forth and it was determined that the road does not need it at this time.

Trails- There were two members that expressed interest to the Trails Committee chair. With no open seats on the committee, the Board did not appoint any new members. Should current members want to step down, then the new members can be appointed.

7. Additional Business

- The next Board meeting is scheduled for Wednesday, October 4th at 5:00 pm via Zoom. This is



BOARD MEETING MINUTES

to review and approve the final 2024 budget. The Annual Meeting of the Members has been scheduled for Monday, November 13th at 6:00 pm at CMC. Prior to the annual meeting will be a Board meeting starting at 5:00 pm. The Board would like there to be a directed proxy for the Board position election. This will be worked out between Amanda Maurer and IMM.

- Gregg Plummer is to write out a draft survey to the members to get further input and feedback regarding the DRGs language on RV screening.

8. Executive Session Ron Kroesen moved to go into Executive Session to discuss violations and contracts, seconded by Brandon Watson, and all were in favor. Executive Session was entered at 8:05 pm.

- **We returned to Open Session** at 9:25 p.m. to take the following action. Brandon Watson will sign and return the engagement letter for Balanced Bookkeeping and the CMC PILT letter. Gregg Plummer moved to remove a committee member from the ARC due to undesirable conduct and communications, seconded by Ron Kroesen. The Board discussed this further. The other 3 Board members opposed the motion and suggested having a conversation to discuss expectations with the member first. The motion failed. Brandon Watson moved to have a conversation with the ARC member about the required expectations on conduct and communications when representing the Elk Springs ARC, seconded by Greg Boecker. Greg Minion voted in favor of the motion, Ron Kroesen abstained, and Gregg Plummer opposed. The motion carried. Brandon Watson moved to have a conversation with ARC Lead regarding the expectations on conduct and communications as well as addressing conflicts of interest including their presence as a real estate agent within Elk Springs. This conversation will be conducted in Executive Session during the next Board meeting.

9. Adjourn at 9:45 p.m.

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

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