



## BOARD MEETING MINUTES

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### ELK SPRINGS HOMEOWNERS ASSOCIATION

MONDAY, OCTOBER 4, 2023, AT 5:00 PM

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1. **Call to Order** the meeting was called to order by Bob Johnson at 5:04 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**
  - A homeowner shared his opinion that communications are not timely. He also asked that the board director nomination form be sent out with the board election process summarized.
  - Several homeowners spoke up as concerned citizens of ESHOA. These homeowners provided their statements in writing to IMM for the record. Another homeowner expressed his concern with the DRG changes and the board's decision to enforce those changes retroactively.
  - A homeowner brought forth his concerns regarding his documents request and IMM responded that the request was being worked on and will be ready for review before the 30-day deadline. A homeowner suggested that the website have a password protected section for contracts.
4. **Approval of Prior Meeting Minutes** The meeting minutes were reviewed. IMM corrected the referral of the CD accounts to CD Construction Accounts in 5.a. second bullet. In section 5.b. the term water was replaced with sewer for accuracy. Brandon Watson moved, seconded by Gregg Minion, to approve the September 18, 2023 meeting minutes with the corrections. The motion carried unanimously.
5. **Discussion and Action**
  - a. **Budget Review and Approval** The 2023 and 2024 projections were reviewed at the previous meeting. The board reviewed expense categories and how the numbers were generated such as snow removal, road maintenance, water, capital improvements, and legal fees. There was discussion regarding the ARC's rebill to owners to cover all overages. Next, the board discussed increasing the annual dues and the allocations to each class of the budget. The annual dues were increased by 6.1% to a total annual amount of \$267,077 resulting in a semi-annual assessment of \$865 to each lot. These semiannual assessments are due on January and July 1<sup>st</sup> and considered late 30 days later at which time they are subject to late fees and interest. The class allocations are 62% to HOA Operations, 22% to Roads, 0%



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to Capital Improvements, and 16% to Water. Brandon Watson moved to approve the budget as corrected, seconded by Greg Boecker. The floor was opened to homeowner comment. One homeowner asked why legal was increased to \$60,000 and Amanda Maurer explained that the Spring Valley and Eagle Ridge issues have increased legal costs significantly. Another homeowner points out that any cost associated with a contract should be put out to bid other than those specified as exceptions within the Purchasing and Contract policy. The board voted to approve the budget, and all were in favor. The motion carrier unanimously.

- b. Irrigation-** The board requested IMM to seek proposals from Daly Property Services and Integrated Mountain Maintenance for their irrigation needs in the common areas near the entrance.
- c. Review Survey Language** Gregg Plummer had drafted the subject matter for a survey to the membership regarding DRG language and the definition of screen from view. This led to discussion regarding the feasibility of an RV storage lot. The Board agreed these items go hand in hand and the topic has been tabled for now. It is anticipated that this will come up at the annual meeting and the survey language will be discussed further.
- d. Billing Process and CCIOA Compliance** Ron Kroesen points out that CCIOA requires outstanding statements to be sent monthly and for Balanced Bookkeeping to stay diligent in this matter.
- e. Noxious Weed Working Group** Ron Kroesen had suggested that this working group mission would be to complete status reports and assessments of any noxious weeds on common areas, develop a mitigation plan and work with Native Habitat to complete the plan, as well as homeowner education for private lots to be maintained. The group members that were suggested were Willy Lynch, Claudia Capitini, and Megan Talbot. Bradon Watson made a motion to approve this working group, seconded by Ron Kroesen and all were in favor. The motion carried.

### 6. Committee Reports

**Water-** The water committee had submitted a proposal and recommendation to the board to approve the replacement of a PRV and improvements to the road that leads to the water equipment. Both items were budgeted for 2023. IMM holds the record of this request for further details. Brandon Watson made a motion to approve the water committee's recommendations, seconded by Ron Kroesen, and all were in favor. The motion passed unanimously.



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### 7. Additional Business

- The next Board meeting is scheduled for Tuesday, October 31, at 2:30 pm via Zoom. This meeting will primarily be an executive session to discuss water issues with legal counsel and a discussion with the ARC leading conduct. The Annual Meeting of the Members has been scheduled for Monday, November 13<sup>th</sup> at 6:00 pm at CMC. Prior to the annual meeting will be a Board meeting starting at 5:00 pm.
- The SGM and Spring Valley opposition bills were sent in full to Elk Springs LLC and they paid them without consideration that ESHOA was to pay half. Elk Springs LLC is requesting to be reimbursed for the half. Roughly \$6,605 should be billed to the Water Other/Legal Fees expense category as determined by the water committee. Brandon Watson moved to approve the reimbursement, seconded by Ron Kroesen and all were in favor. The motion passed unanimously.

### 8. Executive Session

Brandon Watson moved to go into Executive Session to discuss an engagement letter and a delinquent account, seconded by Gregg Minion, and all were in favor. Executive Session was entered at 9:03 pm.

- **We returned to Open Session** at 9:28 p.m. to take the following action. Brandon Watson will sign and return the engagement letter for Amanda Maurer to remain as the Association's attorney. Brandon Watson moved to follow the collection policy for the delinquent account included a demand letter with a 10-day grace period. If the balance remains delinquent after 10 days, Amanda is to file the lien.

### 9. Adjourn at 9:33 p.m.

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

**Bob Johnson**

Founding Partner/Executive Vice President

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