

**Elk Springs Homeowners Association, Inc.**

**Minutes of the Water Facilities Management Committee Meeting**

**December 6, 2017**

The Water Facilities Management Committee (the “Committee”) of the Elk Springs Homeowners Association, Inc. (the “Association”) met on December 6, 2017 at 217 Monarch Road. The Agenda, that was distributed in advance of the meeting, is attached to and made a part of these meeting minutes.

The meeting was called to order at 6:10 pm by chair, Mike McDill. In attendance were, Jonathan Kelly, Bob Sweikert and Evelyn Cole, comprising all of the members of the Committee.

Evelyn Cole distributed the minutes of the Committee meeting held on June 21, 2017. A motion was made, seconded and unanimously approved to accept the minutes of the June 21, 2017 meeting.

Mike asked if there were any other additions or changes to the agenda and no items were noted. Mike introduced David Slack with Integrated Mountain Management, the Association’s Property Manager. David indicated that they are getting up to speed on the water delivery system and design as well as inspecting the pump house on their twice weekly property inspections.

A lengthy discussion was led by Bob Sweikert regarding the water delivery agreement with Auburn Ridge Apartments, (the “Agreement”). The Committee discussed the history of the contract, and the need for a new agreement, increased rates and other contractual matters. The Committee tasked Bob and Evelyn with negotiating the new agreement as well as developing the new water rates and terms. In addition, the Committee asked David Slack to research the cost of setting up our own meters at the property line with Auburn Ridge.

Evelyn informed the Committee that water is billed semiannually and is due on June 10th and November 10th of each year. The next semi-annual water charge will be due on June 10, 2018 and will reflect a 1.02% increase in the consumer price index as required in and calculated under the Water Delivery Agreement. The new rates for 2018 are as follows:

Active Water User	\$239 semi-annual payment
Standby Water Charge	\$119 semi-annual payment

Supplemental water charges continue to be billed monthly and will also reflect a 1.02% increase in 2018. The supplemental water charge for 2018 is \$3.74 per thousand gallons over the base allotment of 15,000 gallons.

Environmental Process Control (“EPC”) is performing the services of water facilities operator as an independent contractor. The Committee reviewed EPCs annual water

testing and facilities maintenance plan. Jonathan Kelly agreed to contact EPC to explore the impact of the water quality on the infrastructure as well as invite a representative of EPC to our next meeting. .

The Committee discussed the following matters and developed the following actions steps:

- The Committee discussed the adequacy of the reserve and determined that a reserve study would be conducted in 2018 to assess the amount and timing of future repairs and replacement of the facilities. At that time, the Committee would update the Water Business Model and assess whether additional assessments or rate increases would need to be made.
- Evelyn Cole monitors the monthly meter readings to ensure that billings are being processed for supplemental water usage. David Slack indicated that he would notify Unit Owners whose meters have not been able to be read or are not functioning properly. The Committee will research the cost of having all Unit Owners install remote readers and standardizing the meters used in Elk Springs.
- The Committee will review the agreement with the Basalt Water Conservancy to ensure comppliance with the terms and conditions.
- The Committee will research the pros and cons of a metro district concept for Elk Springs.
- Bob Sweikert will gain access to GIS in order to better understand the water delivery design and layout.

At 7:35 pm, a motion was made, seconded and unanimously approved to adjourn the Committee meeting.

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I certify that the foregoing is a true and current copy of the minutes approved by the Committee.

/s/ Evelyn Cole

February 19, 2018

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Evelyn Cole

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Date

Elk Springs Homeowners Association, Inc.  
Water Facilities Management Committee  
December 6, 2017  
217 Monarch Road  
6:00 pm

**AGENDA**

Call to Order

Record attendance

Any past minutes to review and approve

Changes to this Agenda

Introduce new HOA management company personnel

Report from new management compan

Auburn Ridge Water Contract

New water billing rates

Other new Business

Any Old Business

Any other Business

Adjourn