

ELK SPRINGS HOA EXECUTIVE BOARD MEETING

Integrated Mountain Management
PO Box 908
Glenwood Springs, Colorado 81602

970 945-7653 (phone)
bob.johnson@integratedmtn.com
samantha.engen@integratedmtn.com

EXECUTIVE BOARD MEETING MINUTES

Thursday, January 6, 2022 at 5:00 PM

Via Zoom Conferencing

I. Call to Order

The meeting was called to order at 5:04 p.m.

II. Establishment of Quorum

A quorum was verified, board members present were Gregg Plummer, Brandon Watson, Greg Boecker, Heidi Treleven, and Patrick Fitzgerald. Also in attendance was Sam Engen and Bob Johnson, IMM and Amanda Maurer, Attorney.

III. Homeowner Open Forum

No comments.

IV. Approval of Prior Meeting Minutes

Greg B. motioned to approve the December meeting minutes as presented. Patrick seconded, and all were in favor.

V. Discussion & Action Items

- a. **Ratify Action - Board Resolution for Bank Accounts:** The Board has approved a resolution to remove all prior designees that are no longer serving as officers of the HOA and appointed Patrick Fitzgerald, President, and Gregg Plummer, Treasurer, as designated signees on the bank accounts for the Association.
- b. **Review and Vote on Proposed Bylaw Amendment – see attached revised PDF of the proposed changes to bylaws:** The following issues were discussed:
 - Meeting notices will be changed to:
 - 5 days for Board Meetings and ARC Meetings
 - 3 days for Special Board Meetings and all other committee meetings
 - 4.9 – language will be changed to, “The vote allocated to a Unit may be cast under a general proxy duly executed by the Owner(s) of a Unit”
 - Proxies for Board Meetings – we need to get clarification if CCIOA requires directed proxies for Board Meetings. If directed proxies are not required, consensus from board was to change language to a general proxy.
 - 10.2 C – replace language in this section with, “Excessive or unreasonable commingling between any and all of the Association's bank or similar depository accounts is prohibited.”

The final draft of the Bylaw changes will be circulated prior to the board approving at their next meeting.

- a. **Design Review Guidelines – continue discussion on revisions:** The following issues were discussed:

- 2.4 – 5-day notice for ARC meetings, under part V – owners must notify ARC 7 days in advance to be on agenda
- 5.10 – consensus was the fee needs to increase. Board would like road committee to help with an analysis of impact on roads from construction traffic and where reserves for roads should be based on SGM study. Further discussion on amount is needed,
- 6.15 –
 - Board would like to prohibit swimming pools
 - Water conservation is important, and a tree list is needed, more discuss should be had if the list is required or suggested. ARC to create list for review.
 - Ok with # of tree being left at UP TO 28, height for these trees will be lesser than currently required.
- 14.3 – 2-year completion, completion defined as final approval from ARC
- 14.4 – Board in favor of escalating scale recommended by committee
- 6.9.3 – consensus was to increase dog run to 20 feet wide, must be within building envelope
- 6.10 – question was brought up if gravel should be acceptable for storage areas or if it should remain as the same material as the driveway. Overall Board was ok with this suggestion. Need ARC input.
- 5.8.4 – remove, “The Order shall be delivered to and acknowledged verbally or in writing by the Unit Owner or Occupant.” Add language for certified mail and/or posting to job site

Other discussion items were:

- Should we require owners to remove dead/diseased trees from lot prior to receiving approval to build?
- Reflectivity of metal roof – need ARC to research and provide recommendations of what the % should be.
- **ARC Record Keeping:** The Board would like the ARC documents stored in multiple locations. IMM will work with the ARC lead to transfer existing documents to an external hard drive and to google drive. The committee should also be issuing a formal approval or denial letters and IMM will assist with preparing templates for the committee to use.

VI. Additional Business

The next Board meeting is scheduled for 2/10 at 5PM.

EPC has identified the need to replace one of our 6-inch PRVs located in a vault near Cedar Cove. The cost estimate for the device, including stainless steel seats and external control piping is just under \$13,000. Greg B motioned to approve this expenditure. Brandon seconded, and all were in favor.

APS has identified the need to replace the board for the keypad entry system so the gate will work. The estimated cost for this repair is \$2,090 for the part and 1-2 hours of labor. Greg motioned to approve this expenditure. Patrick seconded, and all were in favor. Patrick suggested IMM research gate systems and options for the HOA for future replacement.

VII. Executive Session

Brandon motioned to move into executive session to discuss a legal matter at 7:01 p.m. Heidi seconded, and all were in favor.

Returned to open session at 7:13 p.m.

VIII. Adjournment

The meeting was adjourned at 7:13 p.m.