



## BOARD MEETING MINUTES

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### ELK SPRINGS HOMEOWNERS ASSOCIATION

MONDAY, MAY 15, 2023, AT 5:00 PM

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1. **Call to Order** Sam Engen called the meeting to order at 5:01 p.m.
2. **Verification of a Quorum** a quorum was verified with the following board members present, Greg Boecker, Gregg Minion, Ron Kroesen, and Brandon Watson. Also present was Amanda Maurer, HOA Attorney.
3. **Homeowners Open Forum** owners present did not bring forth any new business.
4. **Approval of Prior Meeting Minutes 4/17/2023** Greg B. moved, seconded by Ron, to approve the 4/17/2023 meeting minutes with the addition of “no” in section 5.a., motion carried unanimously.
5. **Committee Reports**
  - **Fire:** Ed Holub reported the following:
    - He will be meeting with Phil Luebbert tomorrow for a site visit.
    - Another round of invoices has been submitted for reimbursement by the FRWRM Grant.
    - There were technical problems and the drone flight to get footage of fuel breaks has been delayed and will be rescheduled for the coming week.
    - The Annual Fire Safety meeting will take place 5/24 at 5:30 by the mailboxes.
  - **ARC:** find ARC meeting minutes at [www.elkspringshoa.com/arc](http://www.elkspringshoa.com/arc)
  - **Trails:** see attached report.
6. **Discussion and Action Items**
  - a. **Ratify Action – 2023 Asphalt Road repairs** the board unanimously approved the selection of American Asphalt as the vendor of choice for the 2023 asphalt repair project with an expense budget up to \$60,000.
  - b. **Design Review Guidelines Amendments (DRGs):**
    - **Review new language for water meter requirements for new construction (changes to section 13.4 of the DRGs and to the Remote Water Meter Policy)**
    - **Discussion on charging for water once tapped into the mainline vs upon certificate of occupancy.**

Historically, the HOA has neither metered nor charged for water usage at new builds until a Certificate of Occupancy has been issued. New builds are required to install a temporary meter to monitor water usage during construction. The board discussed the possibility of starting to charge for water when the ARC approves the build, changing the status from a ‘standby water user’ to an ‘active water user’. There was also discussion about combining all 3 water meter policies into one document and adding more clarity on when and how water tap inspections need to be completed. The discussion was tabled until



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next meeting with direction given to IMM and Amanda to assist the water committee in combining policies for review.

- **Discussion on increasing the road impact fee for new construction.** Greg Minion moved, seconded by Ron, to increase the road impact fee to \$5,000, vote was 2 in favor, 2 opposed, discussion tabled until next meeting.
  - **Exhibit H (DRGs):** Ron moved, seconded by Brandon, to amend Exhibit H of the DRGs to allow for 18 hours of time working with the ARC Lead and any additional time spent will be billed back to the Unit owner.
- c. **Culvert on Juniper** Ron reported that the roads committee is working with the owners of RR-3 on a workable solution and a formal letter stipulating long term maintenance still needs to be created. The roads committee would like to address additional updates to the DRGs at the next meeting which include culverts and driveways.

### 7. Additional Business

- a. **Schedule next meetings** the next board meeting is scheduled for June 26<sup>th</sup> at 5:00 p.m. on zoom.
- b. The board unanimously approved creating a [broadband@elkspringshoa.com](mailto:broadband@elkspringshoa.com) email for committee use.
- c. IMM informed the board that the mother board chip needed to be replaced and this allows for up to 3000 codes to be programmed. The board instructed IMM to work with the gate company on installing a battery backup and IMM is authorized to spend up to \$5,000 to get this project completed.

### 8. Executive Session

- 9. **Adjourn** at 6:45 p.m.

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

#### **Sam Engen**

Community Association Manager

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**Trails Committee Report for May 15, 2023 Board Meeting:**

1. The new Gossamer connector trail which was flagged last fall was hand cleared and is ready for use.
2. Greg B. raked and seeded the abandoned Aster/ESD trail head at Elk Springs Drive.
3. There are many faded trail signs and a couple of trail posts which have fallen down that we should consider replacing in the near future.
4. The trails do not currently need mowing. The committee will keep an eye on the grass growth and connect with IMM when they do need mowed.