

## OWNERS ASSOCIATION of ELK MEADOWS ESTATES

Minutes of Annual Meeting: July 12, 2022, via ZOOM

Draft

### I. Opening

- A. Roll call and introductions; meeting called to order at 6:30pm.
  - a. Roll Call and attendance  
Board members: Maggie Guscott, Stephanie Kissner, Andrew Temple.  
Members present via Zoom per sign-in and proxy sheets (hardcopies on file)
  - b. Instructions  
Meeting protocol and the way to participate in the meeting via Zoom were summarized.
  - c. Open Forum, call to add items to the agenda:  
Tim Beene (lot 128): water situation and issues
  - d. Number of shares represented: 69.5 total (45.5 in person and 24 by proxy); the required number being 38, a quorum is reached, hard copies on file
  - e. Call for ballot counters if required. Volunteers:  
Deidra Krois (lots 224, 225, 14), Susan Christians (lot 221), Doug Bergh (lot 9).
  - f. Approve 2021 Annual Meeting Minutes  
Motion made: Maggie Guscott (lot 305); seconded Stephanie Kissner (lot 428), all approved, motion passed.

### II. Committee/Board Reports

- A. Board's Message: Stephanie Kissner (Lot 428, chair) referred the membership to the website where the Board's letter to the community is posted.
- B. Treasure's Report: Maggie Guscott (Lot 305, Treasurer) summarized the report which is posted on the website. In brief,
  - a. **2021 year-end SUMMARY (Budget versus Actual)**
    - 1. *Income \$209,020, on budget; Expenses \$175,321 on budget*
    - 2. *Reserve Fund spending against capital repair & replacement plan/reserve study:*
      - i. *Sewer Fund (\$9,325) accommodated system pumpout, UV filters/sanitizers, radio service to WWTP for remote flow meter reading, sewer taps (lots 426, 505)*
      - ii. *Water fund (\$9,719) – ahead of Plan projections - accommodated chlorine analyzer, well #2 pump upgrade, chlorine analyzer, well pumps, water taps (lots 426, 505)*
      - iii. *EM is fully-funded for the year 2022, 2023. (Water and Sewer Reserves satisfy plan requirements.)*
  - b. **2022 EXPECTATIONS – expenses will be higher than budget, at \$185,000 (vs \$180,000)**
    - a. Increase in Water System Maintenance due to contracting costs; increased testing and state reporting.
    - b. Decrease in insurance, legal & professional
    - c. *ALSO: CDs attached to Water Debt Reserve and Water O&M accounts have earned a total of \$5,769.60 interest over their (3-year) life since inception (August 2019). (Original amounts: \$50,000, \$40,000, respectively.) These mature “now”.*
    - d. *AND: USDA loan paydown to date (from January 2019, to reduce years on loan by 10 years): \$53,032*
  - c. **2023 BUDGET – projected expenses up from 2022, to \$190,000**
    - a. Water and sewer systems maintenance as in 2022;

- b. Insurance and legal & professional holding (\$10,000 and \$4,000)

C. Reserve Study/Update Report: The Association is on track in terms of expenses and Reserve Study projections. No major expenditures are anticipated for 2022 or 2023. Next major expenditures are predicted in 2024, and our Reserve accounts are being built to accommodate such. (Reserve Study and detail on near-term Reserve projections can be found on the website under Reserve Study 2018 and Treasurer's Report respectively).

D. Standing Committee Reports highlights

- a. Water/Sewer report, including discussion of our water situation (per Tim Beene, item 1C above):
  - i. Jim Hayford (lot 430, Water system ORC, Sewer system onsite maintenance) reported on the general status of the Water System in terms of plant and distribution system, spring flow, wells, and usage, and the Sewer system.
    - 1. There have been no major maintenance issues except for the recent leak in the plant/line, which was fixed immediately, and a compliance issue related to the sewer system (which is thought to be related to less water being used throughout the development) and was resolved. No major expenses are anticipated from his point of view.
    - 2. The tank pump-out exercise conducted this year used a new technology which reduced the material carried down the hill (as well as the expense of doing so).
    - 3. He noted that our water source is not what it used to be 20 years ago (e.g., spring flow is only about half of what it was then) due to the continued drought. (This is of course true for the western slope in general, and does not minimize the need for conservation.)
  - ii. Tim Beene raised the issue of implementation of our Water Restriction Policy in light of the current and long-term drought conditions. Discussion ensued. Two motions were made:
    - 1. To go directly to level 5 of the policy (to shut off water for use over 3,000 gallons / month). A vote was taken on this motion, and the motion to go to level 5 failed (37 votes No; 2 votes yes, 1 recused)
    - 2. To drop to level 3 (reducing maximum allowed usage to 5000 gallons / month). This motion was withdrawn.
  - iii. Two actions came out of the discussion:
    - 1. The Board will review the situation at the end of July and make a decision regarding a change from the current level 1 of the Water Restriction Policy.
    - 2. A Water Committee is to be formed to look into performance (spring flow and well backup) versus usage, and make a recommendation to the Board regarding possible action. Members include Tim Beene (lot 128), Andrew Temple (Board, lot 23), Greg Christians (lot 221), Nathan Locke (lot 109).
- b. Roads report: Andrew Temple (lot 23) reported on the season's snow plowing and spring grading through Sako Excavation, emphasizing the ongoing nature of grading and crown work. Andrew made notes from several owners concerning ongoing drainage issues to be addressed in the future.
  - i. Jim Pettengill (lot 404) acknowledged the improvement over past years; and expressed appreciation for the work.
  - ii. Andrew discussed projected work on roads to include continued crown work and resolution of drainage / culvert issues.

- c. Fence report: Stephanie (chair) stated that we need to plan the walk the fence line in the next weeks, and asked for volunteers.
  - i. Volunteers include: Maggie Guscott, Peter Rowland (lots 437, 438), Rob Rutherford (lot 124), Nathan Locke (lot 109, available weekends), Patti Alamprese (lot 7), Nancy Lazenga (lot 123), Jeremy Matlock (lot 13)
- d. Conservation report: Diane Thompson (lot 115) reported on the general status of work, including annual weed spraying and beetle management. Peter Rowland (lots 437, 438) elaborated on the need to weed to protect from noxious weed invasion, in particular Mullein and Salsify. He promised to send photos (done) and Kristi Martin (web mistress) promised to post same on the web (done under Community webpage section). To expand the Conservation effort, volunteers came forward to assist Diane, including:
  - i. Jennifer Frisbee (lot 127), Nancy Lazenga (lot 123), Andrew Temple (Board, lot 23).

### III. OLD BUSINESS (none)

### IV. NEW BUSINESS

- A. Governance Document Revision propositions, discussion led by Andrew Temple (Board):
  - a. Stewardship – summary: General discussion centered around governing through Covenants (regulations) versus through Stewardship (individual responsibility for doing “the right thing”) and the ability to “enforce” stewardship.
    - i. The membership (those in attendance plus via proxy) favored staying with Covenants (count record on file).
  - b. ADU (Accessory Dwelling Units)’s – summary: The main concern for allowing ADU’s (and following the County’s move to allow ADU’s) was the ability of our infrastructure to support an increase in people living in Elk Meadows. Without a detailed study of the impact of an increase in people on our infrastructure,
    - i. The membership (those in attendance plus via proxy) voted against ADU’s at this time (count record on file).
  - c. Livestock – summary: The concerns here were the ability of our infrastructure to support an increase in animal life in Elk Meadows, the possibility of inviting bears, coyotes, etc, and a definition of “satisfactory fencing” to keep same out and livestock in. Without further information,
    - i. The membership (those in attendance plus via proxy) voted against livestock at this time (count record on file).
- B. Introduction of candidates for Board of Directors (QUORUM WAS ACHIEVED)
  - a. Introduction of nominated candidates: None
  - b. Call for nominations:
    - i. Willy Krois (lots 225, 224, 14) volunteered, with
    - ii. Tim Beene standing ready if necessary.
- C. Items from IC above: Covered under D-a-ii above.
- D. Election was not contested. Therefore:

E, F. Election and voting (QUORUM WAS ACHIEVED; ELECTION WAS NOT CONTESTED)

1. Will Krois was elected to the Board by acclamation.
2. Vote on 2023 proposed budget: Per our Governing Documents, this is a call for a vote not to accept the budget.
  - a. The budget was accepted by acclamation, there being no show of hands from the floor against the proposed budget.

G. Owner education

**V. ANNOUNCEMENTS**

A. Results of election

The Board of Directors for the 2022-2023 year is:

Maggie Guscott (Lot 305)-continuing term

Eddie Kemper (Lot 406)-continuing term ending in July 2023

Stephanie Kissner (Lot 428)-continuing term

Willy Krois (lots 224, 225, 14)-transitioning in for term starting July 2022

Andrew Temple (Lot 23) – continuing term ending July 2024.

- B. Ballot Item: The 2023 Budget (posted on the web and mailed out in meeting packet) was approved with no dissenting votes.

**VI. ADJOURNMENT**

Motion to adjourn (9:35pm) by affirmation.

Respectfully submitted by  
EMHOA BOD, July, 2022