

ELK MEADOWS HOA Board of Directors Meeting

February 13, 2020

1. Call meeting to order at 6:45pm
 - a) Roll Call:
Attending: Maggie Guscott, Stephanie Kissner, Kim Stagg and Scott Alamprese via phone call due to illness
 - b) Guests: Jeremy Matlock (lot 13 as of 2.14.2020), Rick Greene (Lot 405), and Alan Kissner (Lot 428)
2. Items added to the agenda by BOD: None
3. Open forum: None
4. Treasurers Report was accepted as presented:
 - a) 2019: income (\$188.2K) over budget due to tap fees and financial charges; expenses (\$186.5K) over budget due to roads and snow plowing and legal expenses. Overall net income (1.7K). Major expenses: insurance, legal fees, snow plowing.
 - b) Extra payment made to USDA over the year 2019 (purpose: to pay down the loan on the water system faster than originally planned): \$1437.36 against budgeted \$15,240. (Discrepancy due to delinquent accounts).
 - c) Starting 2020, on schedule allowing for billing corrections. Delinquent accounts being addressed on an individual basis: 2 major delinquents (over \$2K) 4 minor (\$1K -\$2K)
 - d) CDs attached to Water Debt Reserve and Water O&M accounts earned total of about \$900 interest since inception (August 2019).
 - e) Annual USDA report submitted.
5. Formal Approval
 - a) November 2019 Board meeting minutes: Motion to approve: Stephanie Kissner; Seconded: Kim Stagg; motion passed.
 - b) Conduct of Meetings policy: Motion to approve: Stephanie Kissner; Seconded: Kim Stagg; motion passed.
6. Committee Reports
 - a) Property Management Committee: Stephanie Kissner reported that the committee was planning to interview potential management firms next week and a possible committee meeting next week. Brian Wallin has been given an RFP.
 - b) Ad Hoc Governance and Architectural Review Committees are officially disbanded as a result of completion of their tasks and adoption of our new Governing Documents.
 - c) An architectural review Committee may be re-formed in the future to address the tasks as defined in the Governing Documents (i.e. to approve new structures and grant variances). In the interim, the Board is handling those tasks as required.
 - d) All other committees (Conservation, Trails, Trash, Rules, Social, Solar, Perimeter Fence, Advisory, Webmaster, Pay it Forward, Dust/Speed Control, Roads and Property Management) are in various stages of operation. No reports other than for the PM Committee have been received.

7. New Business

- a) Open Board seat: The EMHOA board of directors includes Scott Alamprese, 1st Vice President, Stephanie Kissner, 2nd VP, Kimberley Stagg, Secretary and Maggie Guscott, Treasurer. Board will ask for volunteers to fill vacancy.
- b) Annual Policy Review status: All have been reviewed. The Collection of Dues and Lot Consolidation policies are being revised, and under review by our attorney.
- c) Board Calendar:
 - i. Governing Policies have been reviewed (see 7b).
 - ii. Scott Alamprese will follow up on road plan and contract.
 - iii. Other contracts and Capital Replacement Plan will be reviewed/updated.
 - iv. Location reserved for 2020 Annual meeting.
 - v. The Association has contracted with the Colorado State Forest Service to treat the Douglas fir trees in the greenspace following their recommendation as there is active beetle mortality directly adjacent to the open space. Kim Stagg will ask Diane Thompson to update the Conservation webpage article and provide detail for individual ordering of product for next Meadows Monday.
- d) Water Tank Project (electric, security) On hold waiting for weather conducive to proceeding (to bring electric up to the water tank and increase security of our water resources).
- e) Lot 13 access: EMHOA will develop access to the landlocked lots 8 and 12 and also work to get access to lot 13 on the upper side this spring/summer.
- f) Lot 441 Compliance: With respect to the sheds and other improvements on this lot it is on the Board's calendar for May-June to check in with the owner to ensure compliance with state regulations.
- g) Enforcement of junk car ruling per Governing Documents: Should a member be aware of such, the Board requests that owner to raise the issue to the Board in writing with enough detail to enable the Board to take action as is necessary. Governing Documents state:
 - i. Section 8.14: "No abandoned junked or inoperable automobiles or vehicle of any kind shall be stored or parked on the roads or other Common Areas."
 - ii. Section 8.15: "No abandoned junked or inoperable vehicle or other junked equipment or debris shall be stored on any Lot."
- h) Snow plowing issues: Better snow removal is needed at the end of Valley View Road, Forest Hill Road and Alpine Lane to allow Bruin Waste Management access to their customers. Scott A will follow up on this as part of 7c above.
- i) Member contact information update directory: Last directory was updated in 2019. Need to add several new names and addresses. Item is on agenda for May meeting. Rick Greene also suggested using Meadows Mondays to introduce neighbors as well as businesses that serve Elk Meadows.
- j) Landscaping Tree Treatment Plan: See 7c above.
- k) Status of mediation: Update on the four points of resolution of disputes:
 - i. Financial issues: A CPA from the Association auditing firm has responded in writing to the Sprentall's Disputes #1 #3 and #4. The Association's attorney is scheduled to call said CPA regarding an expansion of his response.
 - ii. The Elk Meadows Management Exploration Committee has been formed, launched and is in operation. See 6a above.
 - iii. Lot 441 compliance with State regulations: See above for report.
 - iv. The Conduct of Meetings policy has been amended and approved (see above) such that members may be able to participate in Board and member meetings via telephone conference call.

8. Ongoing /Old business

- a) Sewer Report: Bill Hamann homeowner and retired civil engineer water and wastewater system consultant, Dan Barteshius our contracted operator:
 - i. System working normally, testing on schedule.
 - ii. Have on file report of findings of a 3-year study of sludge accumulation in the association septic tank.
 - iii. Measurements have been made at 30-60 day intervals from June '19 through October '19. The program is ongoing. The purpose has been to aid the operator in monitoring the performance of the sewage treatment system to determine whether there is risk of sludge reaching the point of overflow into treatment units.
 - iv. Conclusion: sludge accumulation is too small to warrant fear of overflow and risk to water sources. However, we should continue to monitor the system to ensure we recognize the potential for risk and take action (pump out) early enough. Some technological enhancements were also recommended.
- b) Water Report: Jim Hayford
 - i. Pumps, filters, electronic systems operating normally. Average daily use: 9,200 gallons; average daily spring 18,000 gallons. Hill tank is 60% full. Only one property shows (minimal) overuse.
 - ii. Water plant computer and HOA laptop problematic.
- c) Fall Road maintenance/snowplowing report:
See 7c, 7h above.
- d) Repairs to propane tank at Firehouse report:
Jim Hayford and Amerigas completed the repairs on the propane tank. The bill for the repairs was deducted from Chris Miller's bill since he caused the damage.
- e) Safe-keeping of important/original documents:
The board agreed that a safe is prudent and will pursue same. Item on agenda for May meeting.

9. Adjournment at 7:35 pm

- a) Next meeting : May 14, 2020
- b) Items for that meeting: Update directory; Purchase safe for important docs; Update on contracts, policies.

Respectfully submitted, EMHOA BOD
February 16, 2020