

**Elk Falls Property Owners Association**  
**Board of Directors Meeting Minutes**  
**January 10<sup>th</sup>, 2023 7:00pm**

**Board Members Present**

Dan Mueller  
Wayne Gneiser  
Cyndie Van Buskirk  
Dave Shaffer  
Marta Nelson  
Guest: Renae Braun

**Call to Order**

The meeting was called to order at 7:05 pm by Dan Mueller.

**Approve meeting minutes**

Dan motion to approve the November 1<sup>st</sup>, 2022 minutes with the revised changes, Dave 2<sup>nd</sup>, approved.

December 6<sup>th</sup> minutes deferred.

2022 Annual meeting minutes distributed to board members for review.

**Treasurer's Report: Cyndie Van Buskirk and Renae Braun**

2022 dues update. There is still 5 members whose dues are outstanding.

Cyndie reported minimal expenses for December and will review and send out the bank activity to board members.

Review and discussion on 2023 budget draft. Cyndie will make changes as discussed.

Discussion on date for the EFPOA annual budget meeting. Tentative Sunday, February 26<sup>th</sup> at the Elk Creek Fire Station.

Discussion on the 2022 HOA Legislative Updates. Our attorney advised only 2 of the 9 legislative changes impact EFPOA policies; HB22-1137 Annual Fee and Special Assessment Collection Policy and HB22-059 Policy Regarding Conduct of Meetings and Bylaws. Dan will check with Scott the attorney for his advice on the extent to which those changes should be documented in our policies.

Discussion on changes in annual interest rate due to the 2022 Legislative Updates. Motion made by Dan to charge 8% annual interest rate on delinquent dues starting

August 1<sup>st</sup>, 2022 and prior to that date, the previous annual interest rate of 18% will be used. 2<sup>nd</sup> by Marta, motion approved.

There is a motion by Dan for when an owner chooses their payment method for EFPOA annual dues through PAYHOA management software, they pay a credit card fee for credit card transactions. When they choose to pay by checking the EFPOA will pay the \$1 fee charged by PAY HOA. Dave 2<sup>nd</sup>. Motion passed unanimously.

Board members are going to test the various PAYHOA payment methods, paying their 2023 dues through PAYHOA.

### **Roads Report: Dave Shaffer**

Dave recommends the following priorities for 2023 for road base Number one is Cedar Ln. Number two is middle Stallion (coming down from Jensen/Rock Creek intersection). The number three priority is on Lower Aspen from where the road base was applied (at Circle and Lower Aspen) in 2022 to possibly the lower part of the hill. The cost of road base has increased by \$2 more per ton. Dave will get bids for the three areas to include compaction and prices on compaction for the road grading maintenance.

Dan received the signed contract from BRME and Dave will check with him on his proof of insurance.

### **Firewise: Dan Mueller**

No updates. Dan will submit a report for the newsletter.

### **Architecture: Marta Nelson**

Carport build on Juniper Rd approved via email.

There has been no updates from the county on the new build on Circle.

### **Architectural Policy and Procedures publication**

Marta sent out a draft to board members to review and to give feedback and suggestions. Version one is for the board checklist for approval of new projects. Marta will work on a second version to publish on the website for owners use.

### **Other Business:**

#### **Decision made outside of the board meeting:**

Motion to approve the below items by Dan and 2<sup>nd</sup> by Marta, motion passed.

1. Solar panel project at 34139 Berg Ln. on 12/12/22.
2. Carport at 11742 Juniper Rd. on 1/4/23.

Dan will send the final approved November 1<sup>st</sup>, 2022 minutes along with the HOA registration renewal application to Jefferson County.

Motion made by Dan to purchase the worker's compensation policy through Gysin Insurance. Discussion by board members. 2<sup>nd</sup> by Dave. Motion approved.

Crime insurance deferred to a later date.

**Newsletter:** Cyndie will draft an article on PAYHOA and its benefits. We will announce the date of the Annual Budget meeting. And Dan will make an announcement on the firewise recertification.

### **New Business**

Tentatively set the annual budget meeting on Sunday, February 26<sup>th</sup> at 2 pm.

Next board meeting, February 21<sup>st</sup>, 2023 at 7:00pm at Martas.

Dan made a motion to adjourn, Wayne 2<sup>nd</sup> at 9:12pm.

**Respectfully submitted by Wayne Gneiser, Secretary**