

**Elk Falls Property Owners Association**  
**Board of Directors Meeting Minutes**  
**January 11, 2022 7:00pm**

**Board Members Present**

Dan Mueller  
Marta Nelson  
Renaë Braun  
Wayne Gneiser  
Dave Shaffer

**Call to Order**

The meeting was called to order at 7:06pm by Dan Mueller

**Approve meeting minutes**

Approval of minutes deferred to next meeting, Feb. 8<sup>th</sup>, 2022

**Roads report: Dave Shaffer**

Bronson submitted insurance to the board and everything is in order. The subcontractor for Bronson is required to submit insurance coverage that meets the requirements of the contract also naming the EFPOA as an additional insured. Currently not received. Subcontractor is required to sign the Subcontractor Acknowledgement letter, to acknowledge they will comply with the terms of the contract.

Dan made the motion to approve 3 hours (\$1,000.000) funding for legal fees. 2<sup>nd</sup> by Marta, Approved

We need to come up with a plan B on road maintenance and snow removal.

Tabled paying Bronson for the mobilization fee.

Merle (Tiny Tractor) has submitted contract and insurance papers needed for conducting road maintenance. The board needs to sign contract.

The insurance gave Renaë five possible contractors to contact. Two of the five are possibilities.

**Signage: Dan Mueller**

One sign at the S. Elk Creek Falls Rd. was removed and will be relocated at a later date.

**Firewise: Dan Mueller**

Nothing to report.

**Architecture: Marta Nelson**

Letter was sent to resident on Upper Aspen regarding a possible addition and they responded that they were not aware of an addition.

The resident on High View installing solar panels has submitted an approved permit and 3D images to Marta, she will share with other members. Marta commented on Colorado law concerning renewable energy. We cannot stop home owners from installing renewable energy sources but can review plans and require a permit. The board needs to approve any home improvements.

Follow up next month on Dimeo garage addition.

New approval requests: Marta received a request concerning the septic system to update to current specifications on S. Elk Creek Rd. Renae would like to see site plans and permit.

**Architecture Policy and Procedures publication;** work in progress by Marta.

**Treasurer Report: Renae Braun**

2022 Annual Budget draft was distributed via email. There was not enough time to review and approve the draft budget, therefore this item was tabled until the February board meeting . The board should review the draft before the February board meeting and come prepared with any questions. The virtual 2022 Annual Budget meeting with the membership was set for Sunday February 27th at 2 pm.

Outstanding dues status: 1 property has a large outstanding balance from multiple years with a lien filed against it. 1 property owing multiple years has not responded to the lien letter sent in the fall of 2021. Three properties have not paid their 2021 dues.

**Other Business:**

Renae working on the Jefferson County HOA registration.

**Short-Term Rental discussion.**

Deferred until next meeting.

**Next Newsletter Date and Topics:**

Include new regulations on septic systems.

**Website Updates**

Dan will follow up with Bev to see if the POA meeting agenda has been posted.

Architecture policy and procedure summary: work in progress

**New Business**

Bylaws require 2 weeks notice be given to residents for the Annual Budget Meeting.

Next board meeting on Tuesday, February 8<sup>th</sup> 2022 at 7:00pm.

Motion to adjourn at 9:13pm by Dan seconded by Marta. Motion passed

**Respectfully submitted by Wayne Gneiser, Secretary**