



## Board Meeting – March 2019

Wednesday, March 13th, 2019

The March meeting was held at the Firehouse. In attendance were Trustees John Ott, Harvey Paparo, Peter Voorhees and Tim Vogel. Trustee Steve Whitelane was unable to attend. Owners attending were Sheri and Eddie Kessler, Beth Blackmer and Dan Harris. Also present was Manager Keith Edquist and Kim Clinco of Rocky Mountain Accounting Services.

**Meeting topics:** ACA Kessler landscape, grading and pond plans submission; fines for owners proceeding with exterior modifications without ACA review; financial reports and delinquent accounts; ratification of movement of reserve funds to Wells Fargo Bank; water meter discussion. Tabled until the April meeting were discussion of Water Tap Procedures and Regulations document; amendment of Investment of Reserve Funds document; Requirements for the creation and Installation of Irrigation Ponds; and Water Policy document; and discussion regarding Vacation Rental By Owner/VRBO or similar activities in LEC.

**Approval of Minutes**—the Board approved the minutes of the February 6th, 2019 meeting without changes. These will be posted to the website.

Public Comment-None

**ACA**-Owners Sheri and Eddie Kessler attended in regard to landscape, grading and pond site location on their property, but did not have the appropriate submission materials. After discussion, management offered to come to them on the next site visit to explain the big picture of what is required for the ACA to properly conduct its reviews. Owner Blackmer attended in regard to these matters, as the Kesslers are immediately adjacent neighbors.

In related action, the Board approved fines for two owners who have made exterior changes to their property without ACA review, after a motion, second and 4 to 1 vote in favor. Management will work with the bookkeeper, who will be updating their statements for the 3rd quarter and advancing same for payment.

**Financials**-Kim Clinco of Rocky Mountain Accounting provided financial reports as of the end of February, and an aging report as of 3/12/19. The balance sheet showed an operating fund balance of \$32,477 and a reserve balance of \$606,585. The aging report showed three owners in assessment arrears, one over 60 days late. Collection efforts will continue and the situations will be reviewed in March. Management has made efforts to reach one owner to establish correct address information.

There was a significant overage in the Little Elk Creek Ditch Company maintenance account, and Kim was asked to research causes via the billing submitted. Of more importance was a lack of advance indications of the 2019 maintenance expenses related to the Ditch Company, which serves 12 Little Elk owners, predominately on the west and north sides of the subdivision. A percentage of the maintenance



expense should have been billed to Little Elk HOA proportional to its ownership interests. Management and accounting will attempt to keep a hand in on this expense in the future.

Last month it was noted that the reserve balance exceeds insured amounts through FDIC in a single bank, and recommended a portion of the funds be moved to another institution. A committee of Trustees Ott, Voorhees and former Bookkeeper Bruce Anderson investigated options and President Ott moved \$150,000 to a two year CD at Wells Fargo Bank, paying 2.38 percent. There followed a motion and second to approve this action, which passed unanimously.

Water system report-Dan Harris reported that the water system was now using something like 16,000-17,000 gallons per day and that this was a sustainable level for the winter. He believes there are still possible minor leaks on the system. He explained well production, filter use, alternation of wells drawn upon, and led eventually to another discussion regarding water meters and metering.

Dan said discussion over the last two years still points to the need for water meters in one form or another to assist in leak detection, but type, style and installation locations have not been determined and were discussed again tonight. Dan feels an in-house meter, remotely read over an internet connection is perhaps all that is needed. Trustee Vogel noted again that this would not turn up leaks on service lines between the main and the home, where virtually all the leaks have been over the last 10 years or more.

It was suggested that this topic should be broached at the annual meeting, but that in order to do so—should the matter be brought to a vote—specifics regarding the type, costs and placement of the meters inside a home would need to be available. Dan is in contact with someone who has information on such a system installed in homes and said he would research this.

**Updates**-Edquist has been provided information regarding the owner of the vehicle which hit the entry fence, and will try to contact the owner of this vehicle, as the damage rightfully should be addressed by that owner. There were serious snow removal issues on Thursday March 7th, which management has discussed and addressed with the vendor. There is a great deal of snow on the roads and road shoulders.

**New Business**-VRBO and AirBnB uses in Little Elk were to be discussed, but time did not allow this. Also tabled were discussion and review/approvals of 4 other documents relating to water policy, pond creation, amendment of the Investment of Reserves policy, and water tap procedures and regulations. Management will attempt to achieve Board consensus on the language of these via email over the next weeks. If possible these will then be approved in the April meeting and published on the website and added to the Design Guidelines for owner's information.

**Unfinished Business**-It is noted that it is time to begin work on the 2019-2020 budget for Board approval and to prepare for the Annual Meeting in June.



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Home Owners' Association  
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**Next meeting**– the April meeting will be held on a date to be determined to allow all Trustees to attend.

There being no further business to come before the Board, the meeting was adjourned at 9:05 pm.

Respectfully submitted,

Keith M. Edquist, Association Manager

John Ott, LECVHOA President