



**BOARD OF TRUSTEES REGULAR MEETING
MINUTES**

OCTOBER 17, 2022, 6:30 PM ZOOM

Meeting rescheduled from October 12, 2022

Trustees Present: John Ott, Tony Rizzo, Sharon Caulfield, Clay Stranger

Absent/Excused: Griff Foxley

Manager Present: Keith Edquist and Bookkeeper Kim Clinco

Homeowners Present for some or all of the meeting: Bruce and Laura Anderson, Eddie Kessler, Stephen Whitelande

1. Quorum and Minutes

- Four Trustees were present, constituting a quorum.
- The Minutes of the Board's meetings of August 10 and September 14, 2022 were adopted without correction.

2. Homeowner and Board Comments

Sharing comments from members of the Ad Hoc Entrance Committee, Sharon Caulfield requested that the Board ask the Mullaney's to put up construction screening during their remodel activities, in consonance with Pitkin County building regulations. The Board agreed that President Tony Rizzo will speak with and send a note to the Mullaney's making this request.

Tony Rizzo asked that the Board prepare a letter to the Boram and White Ditch to request that George Johnson be more considerate in his entrance onto properties for ditch operations. The board concurred that water counsel should be consulted to determine the reasonable scope of access to properties for ditch maintenance and operations. The goal will be to seek clarity that private driveways should not be used for parking without permission and that at least 24 hours' notice should be given to homeowners if their property will be accessed, for privacy consideration, unless there is an urgent need for immediate maintenance.

3. Consent Agenda Reports.

The financial reports for the month ending September 8, 2022 were approved unanimously.

The Board acknowledged that there has been a LECVHOA engagement letter signed with Balcomb & Green, water lawyers.

4. Consent Agenda Items removed for further discussion:

The Board discussed the report provided from the work of the Ad Hoc Entrance Committee. The Board acknowledged the concerns of some members of the committee that the Entrance Committee work should be placed in hiatus until receipt of the new Association Reserves study, stating concern that there should be no extra spending until the scope of the potential call on LECVHOA reserves is better understood. Clay Stranger moved, and Tony Rizzo seconded, that the work should go forward within the budget adopted for this fiscal year, because the amount potentially to be spent is not so significant as to impact the reserve analysis, particularly as to the potential project to replace the water mains. The motion passed unanimously.

5. ACA reports.

The Board, acting as the Architectural Control Authority for the HOA, reviewed the **plans for the Wiseman addition at 122 Little Elk Creek Ave.** Kurt Carruth, the architect, participated and presented



the plans, which were well received. The style is consistent with the 'ranch' format specified in the Covenants. Clay Stranger moved, and Sharon Caulfield seconded, a motion to approve the plans with the following conditions: 1) the construction deposit of \$3000 must be received; 2) solar and lighting must be consistent with Pitkin County regulations; 3) the northwest roofline should be reduced to avoid the easement on the property to the north; and 4) the ponds, irrigation and landscaping plans should be brought to the ACA when prepared, and while natural grasses will be fine on most of the property, the areas near the house should have a maintained appearance.

The ACA then turned to the Whitelands property at 184 Little Elk Creek Avenue. The updated exterior elevations were shared which showed local stone, lighting arrangements consistent with Pitkin County regulations, and an exterior siding that is non-wood but has an appearance of western cedar. Sharon Caulfield moved to approve the updated plans, John Ott seconded, and all Trustees voted in favor of the plans. Conditions are that no negative comments on the new plans are received from the two affected neighbors and that the \$3,000 construction deposit is received.

Sharon Caulfield raised the question about whether the ACA had reviewed the exterior painting project at ____ Little Elk Creek Avenue. John Ott, a neighbor, noted that the Carlsons had provide a paint sample to neighbors just before the project started. The board concurred that while it was a good step to check with neighbors, **a paint color change should be checked through the ACA before such a project begins.** The Covenants require that paint colors be a "natural color." The new dark blue looks nice, but the ACA acknowledged that if a pink or purple were the chosen color that would not fit within the expectations of the neighborhood. Keith Edquist was asked to provide outreach to remind the Carlsons that ACA approvals are expected for future projects. The Board acknowledged that good ACA communications can prevent situations (as have occurred in recent years) in which the Board might need to step in to ask for a late-stage project change, or in which neighbors might argue that the Covenants were not met for a project, leading to neighbor disputes. Thus, the Covenants are intended to promote neighborliness, not to be a challenge or delay for good projects. Further, under the new Covenants, some small projects can be approved by Keith Edquist as manager without having to wait for a board meeting; Keith can simply report the project to the Board.

6. **Old Business.**

- **Water Study.** The DHM water study was reviewed and discussed. Tony asked that a single list of issues be presented to DHM. He suggested that the process should include the following: 1) what questions do Board members have about the current content? 2) What else should be addressed in the study? and 3) Are there items to remove from the study. The Board members agreed to provide any additional questions by email and Sharon Caulfield will compile them for delivery to DHM. Dan Harris has stated that he will complete his water manual, which will be appended to the DHM report, and the Board asked that this be completed by October 31. When the report is completed, DHM will provide both job descriptions and suggested contractors to provide services for the water system. Tony Rizzo and John Ott will review the applications and then the whole Board will be invited to interview the potential finalist contractors.
- **Copper Control.** The report on copper control measures within the water system is being handled by EPC. Keith Edquist was asked to get an update on the status of this issue.
- **Road repair.** There is continued difficulty getting a contractor to come do our small job of road repair. Keith Edquist stated that he had received a bit of \$3800 from Lion Paving, but they have never called to schedule the work. The Board approved that bid in the hopes that the work can be



accomplished before winter [but if it cannot, Keith subsequently reported that Dan Harris' opinion is that the roads will not be damaged by another winter without chip and seal on these spots].

- Reserve Study. Keith Edquist reported that all questions posed by the Association Reserves consultants have been answered, and the study draft should be available by end of October on schedule.
- Increased Capacity for LECVHOA Board email system. The small capacity of the Board's current email system has resulted in some board members missing recent emails as their boxes have filled. The Board accepted Tony Rizzo's report on various email systems and approved Tony's recommendation that the system be updated to a Good Workspace platform. The cost will be approximately \$60 per month for two terrabytes, and the platform has more options for email groups, etc. Sharon Caulfield moved, and Clay Stranger seconded, that the Board move to this new platform as soon as possible.
- Bank Account signature updates. John Ott reported on his inquiries about the Association's 3 bank accounts. Two accounts require two signatures from the Board, but one CD account only requires one signature, and John is currently the signatory on that account. Kim Clinco now has access to all of the accounts to obtain the monthly statements directly. The Board thanked John for his efforts and asked that Griff Foxley, as Treasurer, prepare an oversight document that will be placed in the Association's records to identify the accounts and all signatory and access points.
- Review of Association Management agreement. The Board received a draft of an updated management agreement for Edquist Management. This draft is informed by a discussion with the LECVHOA attorneys concerning best practices for such agreements. John Ott, Sharon Caulfield and Keith Edquist will review and comment on this draft and a new version will be shared with the Board and with the Association counsel before coming to the board for approval.

New Business.

- Snowplow Contract. Like the chip/seal project, Keith Edquist has found it very difficult to find potential contractors for snowplowing needs. LECVHOA is a small subdivision and our prior contractors have not been willing to continue except with much lower service expectations. Also, it is unlikely that private drives will be included with the new contractor. Keith was encouraged to continue to seek a new contract within or near the amount stated in the fiscal year budget.

7. Adjourn. The meeting was adjourned at approximately 8:30 pm.

The next regular meeting is scheduled for November 9, 2022 at 6:30 pm by Zoom.