

# Brightwater Club Property Owners Association

## Board Meeting Minutes

Friday, May 19, 2023, 10:00 AM MST

*This meeting was held via teleconferencing*

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<u>Board of Directors</u>	<u>Term Expires:</u>
President, Don Janklow	2024
Secretary, Don Jennings	2025
Asst. Secretary, Josh Kroot	2025
Asst. Secretary, Wayne Conrad	2026
Treasurer, Maury Keller	2026

- 1. Call to Order:** The meeting was called to order at 10:06am by Board President Don Janklow
- 2. Verification of Quorum and Proof of Notice of Meeting:**
  - Board members in attendance: Don Janklow, Maury Keller, Don Jennings, and Josh Kroot (Wayne Conrad absent)
  - Owners in attendance: Mary Hay, Kirk French, Mark & Marge Spanninger, Dominic DeMaria, Laura & Dave Sellards, Kevin Dickenson, Scott Green, Lauren Collar, Julie Fowler, Andy LaBolle, Fabian Acosta, Sebastian Acosta, Inga Causey, and Stacy Thibedeau
  - Others in attendance: Eric Weaver and Erin McCauley with Marchetti & Weaver Accounting, Matt Hayden with Elevated Colorado Management, and legal counsel Dan Wolf
  - The meeting was noticed both on the association webpage as well as via email to all owners
- 3. Approval of Minutes of the March 17, 2023 Board Meeting:**
  - A motion was made and duly passed to approve the meeting minutes for March 17, 2023.
- 4. Reports:**
  - Developer Update:** Siena Dev
    - There are crews currently working on the golf course. The current goal is for the course to be ready in July for play on the front 9 holes
      - They are working on bunkers, fairways, greens, etc.
      - Planning is underway to offer golf to residents. Details to come for temporary memberships
    - Repairs and maintenance work is ongoing to the existing structures: Lakehouse, Castoff Cabin, Gatehouse
    - Upcoming events with announcements to follow soon:
      - Community meeting June 2, 6pm, likely Cast Off Cabin
      - Contractor appreciation, June 9, 11am-2pm, with lunch and item giveaways
      - LG Tri event July 8th around Lakehouse & Lake
      - Eagle Valley High School cross-country event possible
    - A neighboring property has been purchased, 277 acres south of Brightwater Club

- v. Siena Valley Club rebranding announcement coming in the near future
- vi. Water: The pond aerators repairs are underway to improve the function. Siena has been in discussions with the Town to ensure the demand for water that is required will be able to be provided to the Town of Gypsum
- vii. There is some planned work on Fisherman's Path for the summer
- viii. Developer plans to begin sales soon. Likely to convert the Lakehouse interior to act as a temporary sales office. More information is expected in the next couple of months
- ix. Building will be contracted outside community/ local builders where possible
- x. The developer is only selling completed homes, not lots.
- xi. Siena will work with ECM to develop a gate access process to maintain the security of the neighborhood with anticipated increased contractor traffic

**b. Design Review Board: Siena Dev**

- i. Seven homes were approved through DRB with three currently with the Town of Gypsum for permitting,
  - 1. Some developer built homes will be used as models
  - 2. The first three houses will be constructed on Herons Way, Foxprowl, and Tallgrass
- ii. The currently approved homes' plans are on the Brightwater Club POA website

**c. Community Liaison/Operations: Elevated Colorado**

- i. Access:
  - 1. Gate work was completed. New codes and transponders were not able to be added to the system.
  - 2. Requests for access codes and transponders have continued
  - 3. Annual Land Trust meeting scheduled for May 24th
  - 4. Comcast work has restarted for the summer. Work areas are to be returned to the state prior to work beginning
  - 5. There has been a steady amount of calls inquiring about the status of the development, new building, and the amenities (golf course) for the community at large and the real estate community.
  - 6. The roadways have undergone the annual crack filling project. Water and sewer caps that were damaged during roadway snow removal operations in the winter will be repaired
- ii. ECM will get proposals for sink/heave around sewer access manholes (the association has \$20k budgeted and there is \$25k reserved as an overall contingency)

**d. Financial & Budget: Marchetti & Weaver**

- i. Eric led the review of the Accounts Receivable and Collections
  - 1. F2I033-Looking to take the owner to court- small claims or county
    - a. A motion was made and approved to move forward with the collection process including court, for all fines and fees associated with the collection
  - 2. F2D052-Is paying quarterly rather than annually. Creating late fees.

- a. The association asked Marchetti & Weaver to continue the collection process including the addition of fines and fees for delinquency processing

**5. New Business:**

- a. Notice to POA membership of meetings
  - i. Motion made and carried to send two notices prior to each meeting. One week and Wed before. Elevated Colorado will implement this new process
- b. Land Trust- Some damage was caused by a photo shoot. This will be repaired on the affected association-owned areas.

**6. Member Forum/ Public Comment:**

- a. It was discussed that the Developer vs. POA responsibilities and associated costs are to be determined to address any future maintenance and repair needs.
  - i. Items such as gate security and gatehouse staffing

**7. Adjournment of the Board Meeting:** Having no further business to discuss, the meeting was adjourned at 11:42am.

*Meeting minutes taken and respectfully submitted by Elevated Colorado Management*

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*Administration and Management Provided By: Elevated Colorado Management Services, LLC  
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*Financial Management Provided By Marchetti & Weaver, LLC  
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