

Brightwater Club Property Owners Association

Board Meeting Minutes

This meeting was held via teleconferencing on Friday, September 22, 2023, 10:00 AM MST

1. Roll Call, Call to Order: 10:05am

- a. Board Members in attendance: Don Janklow, Wayne Conrad, Josh Kroot, Don Jennings, and Maury Keller
- b. Homeowners in attendance: Dominic & Ora DeMaria, Laura Sellards, Larry Fowler, Carol Spencer, Janice Spencer, Kirk French, Scott Green, Steve DeMaria, Andy LaBolle, Carl Luppens, Mark Spaninger, and Jill Price
- c. Others in attendance: Erin McCauley and Eric Weaver of Marchetti & Weaver and Matt Hayden of Elevated Colorado

2. Verification of Quorum and Proof of Notice of Meeting

With all board members in attendance, a quorum was established. The meeting was emailed to all lot owners and was announced on the association website.

3. Approval of Minutes

Approval of the May 19, 2023 Board Meeting minutes was tabled as they were not added to the circulated meeting packet. Will be resent to the board and taken up as an agenda item at the next BOD meeting.

4. Reports

- a. Developer Update- Siena Development
 - i. New Houses: Siena has six build permits and is mobilizing equipment and personnel to begin construction in the next three weeks. They are planning to have a couple of weeks in between each start. The first houses will be on Foxprowl, Herons Way, & Tallgrass. The goal is six to seven months per build. Each will maintain a focus on things like erosion mitigation or fire mitigation plans, etc.
 - ii. Master Plan- This is in development but is not ready to be announced. Siena Dev will begin looking for preliminary conversations with the Town of Gypsum prior to any announcements.
 - iii. Name change from Brightwater Club to Siena Valley Club
 1. Siena envisions one grand association with different neighborhoods
 2. Work is underway to determine the process for requesting a name change
 - a. Town of Gypsum has said that it is the neighborhood's decision to change
 - b. May require some street name changes that are affiliated with the BWC name
 3. Signage changes would occur after changes are officially announced
 - iv. The Siena Valley Club website will be updated in conjunction with the official name change to be the official webpage for the association and the new development.

- v. Amenities:
 - 1. Pedestrian trails to be developed to divert foot traffic from golf cart paths
 - 2. Critter mitigation took place on the golf course areas. Will be looking to partner with the POA to broaden the scope of the mitigation efforts in the spring of 2024.
 - 3. Golf course front nine holes are reconditioned, but not likely to be open for play this summer. Will be invitation only for the remainder of playable season for 2023. A few golf carts have been acquired. Some other pieces of equipment will need to be obtained.
 - 4. Ryan Kent hired to be VP of Operations- Amenities & Activities
 - a. Coordination of facility rental or events to be held onsite
 - b. A triathlon is planned again in 2024.
 - c. Cross country event was a success. Community, participants and owners all seemed to enjoy the event.
 - 5. Equestrian area being looked into at the current Carriage House lot.
- vi. Gate upgrades- Will be looking into the gate needs for the neighborhood. Siena Dev wants to have a functioning gate system for the needs of the residents that would typically be expected from a developer. Will be in partnership with POA and Metro District. It is yet to be determined if or when it will become a manned gate again.
- vii. Onsite owner storage- Owner items need to be removed to provide a storage construction material storage area. At this time Siena does not know who has personal items stored in the old barn areas of the property, but they will need to move their items soon.
- viii. Golf course pond scum issue addressed. Surface cleaned for now, pond aerators will be repaired to minimize the issues for the future.
- b. Design Review Board- Siena Development, Don Jennings
 - i. Four homes that are not developer built have been approved. One is under construction.
 - ii. Developer has 18 plans that have been approved by the DRB and are under consideration for approval with the Town. They expect 30 more home approvals to go through the process by June 2024.
 - iii. The price of the Design Review Process needs to be reconsidered to ensure that the POA is not covering the costs of the building or approval process or any other unanticipated fees that come up later.
 - iv. Architect fees as a part of the DRB process were discussed. The intent is the fees are included unless there are additional reviews required. These costs should be passed on to the requesting owner as a part of the process and not covered by the Association.
- c. Community Liaison/Operations- Elevated Colorado, Matt Hayden
 - i. ECM met and walked the conservation easement with the Eagle Valley Land Trust. BWC continues to hold good marks for their stewardship of this area of the property.
 - ii. Fence repairs were underway along the BLM border. Damage was more extensive and expensive this year primarily due to the snowpack from winter and the summer rains as well as a fallen tree across a span of fencing.

- iii. Road repairs on a handful of areas were completed this month to address the sinking tarmac, mostly near manholes.
- iv. There were a couple of rounds of gate repairs this summer at both the Main and North Gates. The North Gate controls were able to be patched as a workaround, but if another sensor burns out, the motherboard will need to be replaced. One of the arm mounts at the Main Gate had to be replaced earlier in the summer due to high winds.
- v. Covenant enforcement this summer involved a wrecked vehicle parked at a house on Hearthstone, an ATV parked at a home on Fox Prowl, and an RV on Cutbow was parked there longer than initially communicated.
- vi. An ongoing project list available for public view was requested and ECM will work on this and have it posted to the website.
- d. Financial & Budget- Marchetti & Weaver, Eric Weaver
 - i. Review of Financials
 - ii. Review and Approval of Accounts Payable
 - 1. A motion was made and approved to approve the account payable as presented.
 - iii. Review of Accounts Receivable and Collections
 - 1. One outstanding balance has remained on the books for several months now. The association has had issues with this owner before. Mediation efforts were not successful. It was stated that the association's counsel would recover the past due amounts.
 - 2. It was moved and approved to go to court with Lot F2I033
 - iv. The year-to-date financials were discussed with the board by Eric and a preliminary review of the 2024 Budget occurred, but it is not final due to some outstanding questions for possible association expenses. 2023's operating expenses are tracking to be over budget by \$84k, primarily due to expenses relating to the DRB and the fence repairs.

5. New Business

- a. Elevated Colorado contract renewal (no rate changes)
 - i. Continuation of existing services
 - ii. The continuation of the contract with Elevated Colorado was approved.
- b. Snow removal contract- Beaumont Excavating Inc. (signed w/ no rate changes)
 - i. The snow removal contract with Beaumont Excavation was approved
- c. Roads evaluation and discussion
 - i. Borne Consulting was reached out to evaluate the roads
 - 1. \$7300 estimate
 - 2. A motion was made and passed to contract with Borne to evaluate the current condition of the roads and to recommend a plan for the future to address the POA's needs.
- d. Touch of Green contracted year two of three. Prices are locked in.
- e. Community information- projects and news, etc.
 - i. Motion made and passed to create an association directory.
 - ii. ECM to work with Marchetti & Weaver to create a way to clearly identify each lot/ owner.
- f. A pre-budget meeting to discuss the financial responsibilities of the POA, Valagua Metro and the developer was proposed.

- g. Proposed meeting calendar for 2024
 - i. Annual Homeowner January 6
 - ii. BOD March 15, May 17, September 20, & November 15, 2024

6. Member Forum/ Public Comment

- a. Home and Lot Owner Questions
 - i. How the expenses are covered between what is developer controlled and what is HOA controlled was asked. The POA does not really own anything, but historically had to take over the maintenance of some items for the good of the association (like road or gate repairs) and is somewhat of a flexible agreement.
 - ii. A question about the upkeep of neighborhood trees was raised. the homeowner asked if there could be a line item in budget to ensure health of trees. Some options were discussed to try to maintain the health of the trees in the medians, but there was acknowledgment of the challenges due to the elk and deer.
 - iii. Vehicles driving on cart pathways should be curbed in the coming months and there is a plan to return the no motor vehicle signs to the paths as before.

7. Adjournment: Having no further association matters to discuss, Don Janklow ended the meeting at 12:32pm.

<u>Board of Directors</u>	<u>Term Expires</u>
Don Janklow	2024
Don Jennings	2025
Josh Kroot	2025
Wayne Conrad	2026
Maury Keller	2026