Brightwater Club Property Owners Association
Board Meeting Agenda
Friday, November 17, 2023, 9:00 AM MST

This meeting was held via teleconferencing

-MINUTES-

1. **Roll Call, Call to Order:** The meeting was called to order at 9:06 am by Don Janklow.

2. **Verification of Quorum and Proof of Notice of Meeting:** Proper notice was confirmed as sent via email to all owners and posted to the association's website. With all board members in attendance, a quorum was established.
    a. Board members on the call included Don Janklow, Don Jennings, Josh Kroot, Maury Keller, and Wayne Conrad.
    b. Association members on the call were Kirk French, Laura Sellards, Mark Spanninger, Mary, Mollie, and TJ Hay, Scott Green, Wade Hill, Russ Hatley, Janice Spencer, and Andy LaBolle.
    c. Also on the call were Eric Weaver and Erin McCauley with Marchetti & Weaver and Matt Hayden with Elevated Colorado Management

3. **Approval of Minutes:** A motion was made and duly passed to approve the minutes from the September 22, 2023 board meeting with a requested spelling correction to be made.

4. **Reports:**
    a. Developer Update- Siena Development
        i. Pest Control- Don Jennings reported that Siena Development spent $25,000 on pest control to remove ground squirrels from the golf course and the surrounding vacant lots owned by them.
            1. Siena requested that additional funds be allocated in the BWCPOA 2024 Budget to assist in the addressing of the ground squirrel mitigation. The population is well established and the scope of problem and mitigation is desired to be a cooperative effort between the POA and the development group.
        ii. Trails and ponds- plans are being worked on and info will be forthcoming.
            1. Most of the existing pond aerators will need to be replaced. This is due to their age and the resulting electrical and mechanical issues.
        iii. Upcoming Siena Development hosted events-
            1. Saturday, November 18, at the Lakehouse, they will hold an event to say thank you to the employees and contractors who have been helping them over the past year. Siena staff will be serving a Thanksgiving meal to show their appreciation. Any association lot owners who desire to assist are encouraged to contact the Activities Director Ryan Kent.
            2. Saturday, December 16, they will be hosting a Christmas party at the Lakehouse. Activities Director Ryan Kent can be contacted for details. More information is expected to be announced.
        iv. A concern about images posted on the Siena website was voiced. Some items such as skiing, motorcycles, horse riding, and hunting are shown. These are not allowed in the BWCPOA and there was a concern that this was being promoted as

such. Siena clarified the images to show activities available in the area to help sell the real estate and confirmed that these were not currently allowed or were not going to be allowed in the development.

v. Siena announced that TJ Hay has been hired to assist with the new development.

b. Community Liaison/Operations- Elevated Colorado
    i. Gate- New damage to the north gate wooden arms had occurred.
        1. The association has used the last of the replacement arms and will need to get more. The Carriage House may have some arms from prior purchases and this will be investigated.
        2. ECM will work with TJ to find a new area for future storage of the gate arms
        3. The video camera recordings will be investigated to ensure that proper surveillance of the entry and exit points of the association is monitored.
            a. Possible changes or upgrades to the existing systems will be discussed with Seina and ECM.
    ii. Comcast- A change in the project management has occurred. ECM will reach out to get updates on the progress of the project and plans to notify the association via email of the project.
        1. Street side areas have not been returned to the gravel and native grasses as they were before they began working.
        2. Street light conduits have been damaged and are preventing some lampposts from functioning at night as needed.
        3. Pursuit of the contracted requirements for the work may require the association to get their legal counsel involved. The board will be kept informed of the progress of the efforts to get the issues addressed.
    iii. New construction- Three work sites are currently under construction and are being monitored. These all appear to be going well.
    iv. Vehicle speeds through the neighborhood were discussed. Reports of vehicles driving through the neighborhood at higher than posted speeds have been reported to ECM. All vehicles, passenger or not need to observe the speed limits.

5. New Business:

a. Financial & Budget- Marchetti & Weaver
    i. Review of YTD Financials and Preliminary 2024 Budget
        1. The 2024 Budget of the association was discussed. An increase was added to the operations budget to contribute to the ground squirrel mitigation effort and the reserve contributions were increased with the anticipated need of resurfacing all roadways in the near future. The proposed budget would raise the dues by $200 per year to $1200 per lot.
        2. A motion was made and was unanimously passed to approve the budget for 2024.
    ii. The Accounts Payable were reviewed and were approved by the board for payment.
    iii. The Accounts Receivable were discussed. There are three outstanding accounts. One appears to be under contract and will become current as a part of the closing. One is currently at a minimal amount. it will be monitored, but no additional action is currently underway. The third has been delinquent for some time and has been referred to the association's legal counsel to address. Additional details are in the legal section of the minutes.

b. Legal: It was moved and approved to request association counsel Caplan & Earnest to take legal action for collection of the delinquent account for Lot 33, Filing 2, 99 Hares Ear, including filing and prosecuting an assessment lien foreclosure action.

c. The 2024 Meeting schedule was approved. The Board Meetings and Annual Meetings will be scheduled as follows:
    i. Board of Director Meetings will be held on March 15, May 17, September 20, and November 15, 2024
    ii. The 2025 Annual Meeting of the Owners will occur on Saturday, January 11, 2025

6. **Other Business:**
    a. The 2024 Annual Meeting of the Owners will occur on Saturday, January 6, 2024 at the Lakehouse in the Siena Valley Club Lakehouse.

7. **Adjournment of the Board Meeting:** With no further business to attend to, the meeting was adjourned at 10:31 am.

2023 BWCPOA Board of Directors

Officers	Term Expires:
Don Janklow	2024
Don Jennings	2025
Josh Kroot	2025
Wayne Conrad	2026
Maury Keller	2026

Meeting minutes taken and respectfully submitted by Elevated Colorado Management