Brightwater Club Property Owners Association
Board Meeting

Held via Videoconference on Friday, November 14, 2025, 10:00 AM

Board of Directors	Term Expires:
Don Jennings	2028
Josh Kroot	2028
Maury Keller	2026
Wayne Conrad	2026
Bill Pugh	2027

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1. **Roll Call, Call to Order:** The meeting was called to order at 10:04 am by President Don Jennings

2. **Verification of Quorum:** With all board members in attendance, a quorum was established. Present were:
    a. BOD: Wayne Conrad, Don Jennings, Maury Keller, Bill Pugh, and Josh Kroot
    b. Owners: TJ & Mary Hay, Laura Sellards, Mark Spanninger, Melanie & Robert Soos, Kirk French, Andy LaBolle, Larry Fowler, Russ Hatle, Ora DeMaria, Steve DeMaria, Kevin Summers, Lauren Collar, Janice Spencer, Kristen Gilliam, Don Janklow, Scott Green
    c. Others: Erin McCauley and Jon Erickson from Marchetti & Weaver- accounting, Luis DeRudder from Siena Development, and Matt Hayden- property liaison

3. **Establishment of Meeting Conduct:** Board President Don Jennings requested that the BWCPOA Conduct of Meeting Policy be observed during the call. This was done to ensure an efficient meeting, allowing the Board to conduct association business, including the passage of the 2026 Budget, and to ensure owners had time for their questions to be answered.

4. **Approval of Minutes:** The minutes from the September 19, 2025 Board Meeting were unanimously approved.

5. **Reports:**
    a. Developer Update- Siena Development
        i. Four houses are currently under construction, one additional planned to begin on Tallgrass in the next few weeks
        ii. Two new individual owner builds on Tallgrass & Cutbow have been approved for building
        iii. All golf course irrigation work has been completed, repair and winterization for the season. Back 9 holes irrigation systems are all operational.
        iv. Guardhouse, Castoff Cabin and Lakehouse maintenance was completed this summer, including some landscaping work to beautify the project.
    b. Design Review Board- Siena Development
        i. One design is being worked through for approval and one was denied

c. Community Liaison/Operations- Elevated Colorado
    i. Gate repairs have been completed for the main and north exits. Work with the new vendor continues and an updated plan to update the gate systems is still underway. Matt is expecting a plan and numbers very soon with the hope that the work can still be completed before the end of 2025.
    ii. Comcast work has been completed and work is underway to complete the roadside clean ups. It is anticipated to be completed in the next month.
    iii. Street lights sensors are being repaired, lamps have been remounted to the posts for now until replacements can be found matching the original lamps or a new direction is decided upon.
    iv. Stop signs are being remounted and will be in place. Directional signs will attempt to be erected, but missing signs may not be replaced until what was originally posted in each area can be determined.
    v. Asphalt road work involving crack filling and one asphalt patch has been completed.
d. Financial & Budget- Marchetti & Weaver
    i. Review the YTD Financials: Association currently has ~$2.43M, primarily held in investments.
        1. Operating fund was ~$242k
            a. Association appears to be to budget except for a reduction in the budgeted DRB fees, due to fewer than anticipated projects
            b. Operations in 2025 are forecasted to be to budget
        2. Tax liability of $39k is forecasted.
    ii. Review and Approval of Accounts Payable-
        1. ~$68,600 were approved to pay
        2. Total liabilities ~$188k
    iii. Review of Accounts Receivable and Collections-
        1. AR was reviewed. One delinquent account was discussed.
        2. Ground squirrel mitigation funds will be reimbursed to the association by Siena Development for the missed mitigation by the developer
    iv. Review of proposed 2026 Budget
        1. Motion made to delay the budget approval vote pending some remaining questions. To be done by email or special meeting.
        2. Outstanding items for clarification include expected DRB fees, gate replacement costs and timeline, and adjustments to ground squirrel mitigation cost split due to 2025 mitigation
    v. The vote to approve the 2026 Budget was delayed and will be rescheduled.

6. Old Business:

a. Gate system. A new proposal was received. It was much more expensive than the original Matt will try to find more vendors who can provide an upgrade to the current gate systems.

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7. **New Business:**

   An increase in owner communication via email was noted. The Board's preferred procedure is to have all owner questions directed to and answered by Don Jennings or Matt. For transparency, any items requiring significant discussion or a formal Board decision must be conducted at official Board meetings, and not through email.

8. **Member Forum/ Public Comment:**
   a. Owner Input and Meeting Structure:
      i. Concern: Owners raised concerns about efforts to strictly limit the time frame of meetings and to reduce the amount of owner commentary allowed immediately before votes are held.
      ii. Related Criticism: Limiting owner comments to a specific, short period during the meeting was criticized as being uncollaborative and likely to reduce overall owner participation in decision-making.
   b. Design Review Board (DRB) Fees:
      i. Concern: A desire was expressed that the fees charged by the Design Review Board (DRB) for project reviews should be sufficient to cover all associated approval process costs, preventing these costs from being paid for out of the POA's general operating budget.
      ii. Board/Policy Response: The minutes note that a policy was *already approved* earlier in the year to address this. The new policy mandates that projects requiring a formal review are charged a fee to cover those specific review costs, while projects that do not require a review are not charged any fee.
   c. Road Damage and Repairs:
      i. Concern: An owner reported an area of the road that is believed to have been damaged by a construction vehicle.
      ii. Board Response: The repair will be addressed in the future. Road repairs are managed as needed, and their execution must remain within the limits of the association's budgeted funds.
   d. Presence of Association Counsel:
      i. Request: A request was made for the association's legal counsel to be present at Board meetings to help prevent potential conflicts of interest.
      ii. Background: Historically, past Boards included multiple owners who were attorneys, and the need for outside counsel at meetings was considered unnecessary. Currently, only one Board member is an attorney.
      iii. Board Action: The Board will consider this request.

9. **Adjournment of the Board Meeting:** The meeting was adjourned at 12:00 pm.

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