

**GRAND ELK OWNERS ASSOCIATION (OA)
BOARD OF DIRECTORS MEETING MINUTES
FINAL**

DATE: April 25, 2023

HELD AT: RMG office, Granby, CO

I. CALL TO ORDER: Mrs. Wood, President, called the meeting to order at 9:54a.m. with the following present:

| | | |
|----------------------|-------------------|-------------------------------|
| Directors: | Lisa Wood | President |
| | Nate Burns | Vice President |
| | Sandy Vanderploeg | Treasurer |
| | Michael Palmer | Secretary |
| RMG Representatives: | Mike Claney | President |
| | Tom Swift | Community Association Manager |
| Club staff: | Larry Burks | General Manager |
| Guests/Owners: | Shannon McGuire | Community Financials |
| | Steve Wilkie | Royal Oak Rocksure, LLC |
| | Ted Cherry | Town Manager, Granby |
| Recording Secretary: | Tom Swift | |

II. APPROVAL OF AGENDA & APPROVAL OF MEETING MINUTES: The meeting agenda was approved.

MOTION: Nathan Burns moved, seconded by Sandy Vanderploeg, to approve the February 28, 2023 minutes as amended. Motion passed unanimously.

III. FINANCIAL REPORT:

- A. **Finance Committee Report:** The Finance Committee report was tabled until further review of Community Financials financial statements.
- B. **2022 Year end financials:** The Board reviewed the 2022 yearend financials as completed by Resort Management Group. It was noted that this is the last set of financials completed by RMG and all financials after December 31, 2022 are completed by Community Financials
- C. **2023 year to date financials:** Shannon McGuire from CFI presented the February 28, 2023 financials to the Board with notes from the CFI accountants. The Board reviewed the notes and financial statements presented by CFI and noted a few changes will need to be made to these financials and the finance committee will meet with CFI to make appropriate changes.

ACTION ITEM: The finance committee will meet to review the financial statements and comments from CFI on the 2023 financial statements matters and make decisions to finalize December year-end financials.

IV. LEGAL MATTERS:

A. Altitude Law Matters

- i. Thompson Road Repairs: Lisa Wood & Ted Cherry updated the Board on the progress of the road repair project on Thompson Road, near the entrance by City Market. It was noted that repair costs for this project are greater than initially expected and an agreement is now in place for cost sharing responsibilities between Kroger, the Town of Granby, the GID and the County. Work on this project should begin in August 2023.
- ii. Resolution to GEGID board re GEOA's position on repaying bond debt: No change from last meeting
- iii. Resolution to GEOA to define all roads in GE & specific services & maintenance that will be provided by GEOA for those roads including public and private: The Board did not discuss this topic
- iv. 1430 Wildhorse Dr easement document: The board did not discuss this topic
- v. Builder Deposit Agreement: Lisa updated the Board that Altitude Law is drafting a resolution to charge builder deposits to keep builders accountable for site compliance.

B. Executive Session

MOTION: Sandy Vanderploeg moved and it was seconded by Nathan Burns to enter into Executive Session at 11:05 a.m. for the purpose of discussing multiple legal matters. Motion passed unanimously. Executive session ended at 11:26a.m.

MOTION: Sandy Vanderploeg moved and it was seconded by Nathan Burns to write off the accounts receivable of \$499,685.54 on account #4v20vhc as of February 28, 2023. Motion passed unanimously.

ACTION ITEM: RMG will ask CFI to reinstate all late fees and finance charges as of May 1st, 2023 for all homeowners.

V. **MATTERS FOR BOARD REVIEW, INFORMATION OR DECISION:**

A. Old Business:

- i. Community Financials (CFI) transition: Mike and Lisa reviewed CFI transition and noted that Lisa Wood and Sandy Vanderploeg and Mike Claney will schedule a meeting in May with CFI to discuss all open items.
- ii. CIF (Community Investment Fee) policy on new owner-build construction: Lisa reviewed discussion with legal counsel for GEO regarding the ability to bill homeowners the Community Investment Fee for owner built homes based on average sales price per sq/ft at the time that the home's Certificate of Occupancy was issued. Discussion relating to how other communities are changing transfer fees.

ACTION ITEM: Lisa Wood will contact Granby Ranch, the Town of Winter Park and Land Title Company regarding what these entities are doing in relation to transfer tax in their respective areas.

- iii. Drainage work – Scope of work and quotes: The board reviewed topics discussed at a meeting with Alpine Meadows Design regarding developing and implementing a drainage plan for Grand Elk as a whole. It was noted that Alpine Meadows Design owner Tim

Koepke has submitted a bid for developing the drainage plan and to act as the project manager for the drainage project. It was noted that Alpine Meadows design has found two contractors who are willing to help implement the drainage project. The Board reviewed a scope of work and quote by Alpine Meadows Design to manage the drainage project at Grand Elk Owners Association, excluding construction management.

MOTION: Nathan Burns moved, seconded by Sandy Vanderploeg, to approve the scope of work and management agreement for Alpine Meadows Design for the drainage project at Grand Elk Owners Association. Motion passed unanimously.

- iv. Drainage fee: The board noted that the drainage fee for homeowners is in place and is being charged. Discussion on how to bill drainage fees for developers in Grand Elk.
- v. Village Horseshoe Creek Lots purchase update: The Board reviewed the progress of the purchase of 9 Horseshoe Creek lots and the vote that is underway for the Village at Horseshoe Creek Owners Association to own the common area surrounding these 9 lots as Tenants in Common with Grand Elk Owners Association.
 - 1. Lot S Negotiations: The Board reviewed an offer from the owner of Lot S for the Grand Elk Owners Association to purchase Lot S at Village at Horseshoe Creek in conjunction with the lot purchases discussed above. It was noted that the current proposal by the owner of Lot S is more than the Board is willing to pay for this land.

ACTION ITEM: RMG should communicate a counteroffer for the purchase of Lot S in the Village at Horseshoe Creek to Altitude Law of \$2,000 plus payment of the 2023 property taxes.

B. New Business:

- i. Street Sweeping: Mike Claney reviewed a street sweeping option for Grand Elk Owners Association. It was noted that this street sweeper can be rented and delivered to Grand Elk and RMG's maintenance staff will complete the street sweeping. The Board approved RMG to rent this street sweeper for 2023.
- ii. Culvert Cleanout Program: Mike Claney reviewed a bid by a septic company that has a scoping camera that will be able to view the issues in the GEO culvers. The Board approved this quote.
- iii. Monument & tree feature area – mulch & rock quote: Mike Claney presented a quote to add rock or rock & mulch to all monument islands throughout Grand Elk. It was noted that the Grand Elk Club recently added rock and mulch to their monument. Board discussion relating to the benefits of rock and mulch and the required maintenance of these areas.

MOTION: Sandy Vanderploeg moved, it was seconded by Nathan Burns, to approve the scope of work as presented to install rock and mulch at the monuments not to exceed \$40,000. Motion passed unanimously.

- iv. Asphalt repair & crack filling: RMG is currently working on getting quotes to get crack sealing and asphalt repair completed. In addition, there are some manhole covers that will need to be lowered and the surrounding asphalt reinstalled in 2023.
- v. Install guardrails over box culverts (2): The board reviewed this project and noted that quotes are needed for Board review.

- vi. Status of Street Lights: Mike Clane reviewed some the status of street lights throughout Grand Elk and noted multiple nonfunctioning lights & lights that were damaged from snow removal this winter. Solar lights are having problems with batteries and sometimes charging is an issue if there are multiple days without sun.
- vii. Board Appointment: The Board reviewed five owner biographies who applied for the vacant Board position. It was noted that one position is available for appointment due to David Janitor's resignation from the Board and one additional board position will be up for election in November 2023. Lisa Wood will call all owners who a

ACTION ITEM: Lisa Wood will contact all homeowners who submitted biographies for this vacant position.

MOTION: Sandy Vanderploeg moved, seconded by Nathan Burns, to appoint Cliff Larson to the Grand Elk Owners Association Board of Directors for a term expiring in 2025. Motion passed unanimously.

- viii. Collections – CFI collections & GEOA policy: This topic was tabled for discussion at the next Board meeting.

VI. Committees: Discussion regarding committees was tabled until the next Board meeting.


VII. Owner Forum

- A. Eagle Ridge Neighborhood: Steve Wilkie, with Royal Oak Rocksure, LLC, the developer building the Eagle Ridge neighborhood updated the Board regarding the Eagle Ridge Neighborhood and additional construction planned in this neighborhood. Discussion relating to maintenance responsibilities, landscaping, drainage concerns & further development. Royal Oak Rocksure, LLC shall submit a landscaping plan with specifics for the Eagle Ridge Neighborhood & include in this landscaping plan that the maintenance of all landscaping shall be the responsibility of the Eagle Ridge Homeowners; this landscaping plan shall be in place before the purchase of the final two lots in Eagle Ridge by Royal Oak Rocksure, LLC.
- B. Royal Oak Riverside Lots: Steve Wilkie updated the Board on the development plan for the River Run lots that Royal Oak Rocksure, LLC owns. It was noted that the plan is to build all 13 lots at once and that some lot lines will need to be moved to allow for a driveway and access road to be installed for all of these lots. Mr. Wilkie noted that the lots and changes needed to the lot lines would make a few of the lots ideal candidates for duplexes. The board noted that, preliminarily, the Board would have no objection to duplexes being built on this lot, so long as the look is similar to the other homes expected to be built. Discussion regarding maintenance responsibilities for the road.

VIII. NEXT MEETING: May 23, 2023 at 8:30a.m.





IX. ADJOURNMENT: It was moved and seconded to adjourn the meeting at 3:06p.m.

Prepared by:
Tom Swift

Approved by: 
Michael Palmer, Secretary

| | |
|-------------------------|--|
| Title | GEO 4.25.23 Meeting Minutes |
| File name | GEO April 25 2023 minutes final.doc |
| Document ID | a4297cdaa52efbe9caa244819e8cce83c8d98d14 |
| Audit trail date format | MM / DD / YYYY |
| Status | ● Signed |

Document History

| | | |
|---|---------------------------------------|--|
|  <small>SENT</small> | 06 / 08 / 2023 14:12:44 UTC | Sent for signature to Michael Palmer (mpalmer@p2energyservices.com) from haley@rmgwest.com IP: 65.155.81.123 |
|  <small>VIEWED</small> | 06 / 08 / 2023 14:21:10 UTC | Viewed by Michael Palmer (mpalmer@p2energyservices.com) IP: 24.8.251.30 |
|  <small>SIGNED</small> | 06 / 08 / 2023 14:21:26 UTC | Signed by Michael Palmer (mpalmer@p2energyservices.com) IP: 24.8.251.30 |
|  <small>COMPLETED</small> | 06 / 08 / 2023 14:21:26 UTC | The document has been completed. |