**Executive Board Meeting**

October 12, 2016

Location: The Residence of Carolyn Dahlgren – 0034 Kings Row Avenue

Board Members in Attendance: Peter May, Carolyn Dahlgren, Gerald Fielding, Mimi Trombatore and Krystle Beattie (recording secretary)

Homeowners in Attendance: Carol Nieuwenhuizen, Tim Trombatore, David Bell, Tom Hazard and Hunter Webster

Expert/Contractor in Attendance: Alan from EPC

1. The Meeting was called to order at 6:15pm
2. **Introduction** – Tom Hazard
   1. Tom Hazard winterized the HOA irrigation system, turning off all service valves and blowing out mains. Tom called EPC to test residual water in irrigation main on Kings Row South because water should NOT have been in the main because the ditch was off. EPC found treated/chlorinated potable water in the ditch main, not raw, untreated ditch water.
   2. Irrigation Service Valves – We do know location of all service valves for ditch water and they get turned off and on every year. Some properties share one valve that connects more than one lot to the irrigation main in the right-of-way.
   3. Potable Curb Stops – the HOA currently does not know where all potable water system curb-stop valves are located. The curb-stops are on-off valves for individual lot service lines, connecting the main in roadway and the service line. These valves need to be turned on and off at least every 1 -2 years; with our heavy mineral water, may need to be done every year. HOA is not doing this maintenance and the Association does not know if any lot owners are maintaining the valves for their lots. This is a long term issue and will be revisited later.
3. **Cross Connection/Contamination -** Alan Leslie (EPC) and Tom Hazard
   1. Any place where there is possibility of cross connection/contamination there has to be an air gap or backflow preventer. State law, therefore, requires anyone with an irrigation system that is connected to potable water to have a backflow preventer protecting their home potable water supply.
   2. Development of Board Investigation Plan

* The HOA Board needs to govern possible cross connection.
  + Allan thinks that the ultimate goal of the HOA’s backflow policy should be that every tap within the HOA has a backflow preventer. The Board should not allow connection to ditch until homeowners prove they have backflow devices or no in ground sprinkler system.
  + Alan referenced the annual report, required by State, and state law that requires that all houses have a backflow device between the main and the house. Once a backflow device is installed between every house and the main, then the HOA is no longer at risk.
  + Tom clarified with Allen that Kings Row homes do not have to have a BFP between house and main, rather between house and that lot’s dual sprinkler system. If an individual fails to have a backflow device between their house and their dual sprinkler system, contamination will only occur, if at all, on that property vs. the entire subdivision.
  + HOA must survey to see who has potential cross connection and, thus, contamination risk – once identified, create a policy and address. Allen stated that the state requires that the HOA do a survey of 60% of all homes by the end of 2016.
  + Alan will forward a survey template and come up with a checklist to determine if homeowners have potential cross contamination.
* **Assignment:** Carolyn Dahlgren, Tim Trombatore and Tom Hazard to work on survey once Allen sends template.

1. **Irrigation System – Tom Hazard**
   1. Tom is not concerned about ‘use it or lose it.’ First, the theory applies to the Irrigation Company, not Kings Row; we do not own ditch water rights. Also, the policy only applies to water that is “put to beneficial use” (what actually goes into the ground), not just a right owned but not used.
   2. The HOA has not needed more water than what MHMMIC has allowed to flow through our head gate for the last three years. The pipe at the head gate has been full and water has been returned to the ditch 100% of the time, meaning the HOA has had more than enough water.
   3. Homeowners who are not receiving ditch water may have sediment disturbing their water flow. Top of system (Webster (11) and May/N (12)) may need a pump; pipes are in flat ground and gravity feed will not function.
   4. **Assignment:**  Carolyn Dahlgren to work on getting documentation of water shares from the ditch company for all share owners and make sure Tom knows about next MMMH Irrigation Company Board meeting.
2. **Current Financials & Assessments - Krystle**
   1. YTD – budget to actuals

* No need to move money right now. If money gets too low, Krystle will call Carolyn to determine how much money to move.
  1. Overdue assessments:
* Peter May to call Bill Phillips
* Carolyn Dahlgren to call Christian Lewis and David Ahasic.

**c.** Assignment: KOB and cmd to figure out what 2016 legal fees were related to potable water and what to real estate and other matters, in case money needs to be moved out of reserves at the end of the year.

1. **Draft Budget for 2017 – Krystle and GR**
2. May need to increase dues because we may be looking at a deficit budget of over $4,000.00 for 2017 - covenant rewrite, water court issues, cross connection regulations, real estate issues, etc.
3. May need to use maintenance reserves for finding curb stops and governing backflow devices i.e., we may need to hire one or more contractors. Tom Hazard suggests there may be a real “threat to reserves.”
4. At the annual meeting the Board needs to present the option of backfilling the genera/operating fund with reserves, to replace what was used on legal fees and costs for water and real estate/open space matters.
5. GR Fielding motioned to approve the budget for 2017, with discussed changes; Mimi Trombatore second; all were in favor.
6. Assignment: KOB, GR and cmd to work on presentation for membership at November meeting.
7. **Updates:** Carolyn said she would update Board by email on topics for which we ran out of time
   1. Well Permits for Well No. 2 **-** All appears good, at the time being, with Well #2 permit amendment.
   2. Water Court – Water Referee acted, waiting for District Court Judge
   3. Windmill Property and Triangle Open Space
   4. Leavenworth Easement
   5. Southerly Trail
      1. Signage for HOA Open Space may require a GARCO permit; cmd will follow up.
      2. Peter May motioned for Krystle Beattie to use “BuildASign” –an on line company – to create open space signs, GR Fielding second, all were in favor.
      3. Cmd or lawyer needs to talk with G. Lewis/Someday Ranch about reciprocal use.
8. Potential East Side Path- Carolyn Dahlgren to talk with Rex Trustee about path connecting open space
9. East property line/Sopris Meadows – Lee L has contacted and Mark, at Sopris Engineering, cmd to follow-up
10. Triangle open space – Someday Ranch
11. By Law Amendments
12. Pump House – phone, electrical usage
13. Insurance – contractual liability issue
14. **ARC Update**
    1. Chase change order: Peter May motioned to approve, GR Fielding second, all were in favor.
    2. Campbell fence – replacing like with like – probably does not need to be approved by ARC/Board, but larger lot coverage: **Assignment:**  Mimi and Tim Trombatore to document current condition of fence to determine that Campbell’s are in fact replacing like with like. **Assignment:** Carolyn Dahlgren to meet with David Bell to discuss fence and what ‘clean up’ from original application entailed.

**c. Lot 9** Turner/Cooper - KOB handed out emails from Antonia (last one dated 10/6/16); cmd reported on communications with Antonia. Ryan Turner is legal owner, so Board has to communicate with him, not just Antonia. Issue is exterior appearance and possible need for ARC application. Carolyn will follow up.

1. **Annual Meeting**
2. Tom Hazard will put up signs for annual meeting at CR and Kings Row intersections
3. Carolyn Dahlgren will contact attorney to see if he will attend annual meeting
4. Carolyn Dahlgren will hire Jacquie Tannenbaum , in Krystle’s absence, to do the Annual Meeting registration, take meeting minutes, etc.
5. KOB and cmd to work on proxy requests, notices, timing of communications with membership

**10. Covenant Rewrite Update** – did not get to.

There being no further matters to come before the HOA, the meeting adjourned at 8:51 pm.