

**EFPOA Board of Directors Meeting**  
**August 25, 2020 7:08 pm**  
**Virtual Meeting on Zoom**  
**Minutes**

**Board Members Present**

Renae Braun  
John Nelson  
Dan Mueller  
Mike Long  
Bev Long

**Guests Present**

Dave Shaffer

**Call to Order**

The meeting was called to order by Renae Braun at 7:05 pm.

**Roads**

Dave Shaffer, a 20+ year resident has offered to assist in the roads effort and has put together a roads and culverts assessment and recommendations presentation for the board. Dave shared and explained his PowerPoint slides including comments from John Nelson. Topics included general road surface condition, grading approach, continued application of new road base, ditch and culvert maintenance. Questions from board members and discussion followed including consideration of which road sections should receive road base next.

It was agreed that a recurring maintenance plan and priorities list is an appropriate next step. John indicated he would need help detailing a priorities list for culvert maintenance. Dave has already started and agreed to finish and provide a spreadsheet identifying all culverts and priority list to be shared with the board when ready.

There was discussion on the need to get competitive bids on road work to ensure we are adhering to our bylaws. EFPOA Bylaws require that the board obtain 3 bids annually when paid maintenance is to be performed by a company associated with a board member. Board member John Nelson is the owner/operator of Tiny Tractor Services. There was additional discussion around the need for competitive bids, and potential need to modify the Tiny Tractor contractor agreement. Renae will put together a list of items to bid on and will solicit 2 bids in addition to Tiny Tractor Services.

John reminded the board of the document he sent out with road maintenance priorities and recommendations and asked all board members to review his recommendations prior to our next meeting.

Resident concerns have been received regarding the narrow width of Upper Ranch and the drop-off into the deep ditch near Lower Stallion. Methods of correcting that concern included addition of a warning sign, ditch work and road widening. Dan motioned that John secure a bid for roads contractor Bronson to come in and widen Upper Ranch at the problem location – this fall if possible. Mike 2<sup>nd</sup> the motion. Motion passed with all in favor.

Road work completed included check dams and culvert work as itemized on the Tiny Tractor invoice. Renae motioned to approve the Tiny Tractor invoice for \$450. Mike 2<sup>nd</sup> the motion. Motion passed with all in favor.

Dust remediation discussion deferred. John can get a quote for that.

Road damage on Upper Ranch due to gas line installation was minor. No additional action required.

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Update on Elk Creek Sand and Gravel credit. A registered letter has not yet been sent, Renae is going to time that with the lien letters.

Renae is still trying to get a flashing speed limit sign on Upper Ranch at Stallion. The county will do this for free. There will be no permanent sign provided .

A new snowplowing bid from Total Mountain Services was substantially less than the current contractor. We need further clarification on the salt/sand pricing option. We will ask Total Mountain Services to revise the quote to include service level agreement on response time and heavy snowfall situations requiring additional equipment. Renae will contact Total Mountain Services for a revised bid. John will reach out to Bronson (our current snowplowing contractor) to secure an updated quote from him.

As we completed the Roads section of the meeting, guest Dave Shaffer left the meeting.

### **Architecture**

A new home is being built at block 2 lot 55. Mike clarified that we really do not have plans yet, he has asked and is waiting for better drawings. Mike suspects that Jefferson county is going to require more details about building materials, and a site plan with well and septic system locations.

### **Ongoing Business**

#### **Decisions made outside the board meeting**

Zoom meetings purchase – monthly fee \$15.57

Nickerson sediment basin expense - \$250

Renae moved that we approve these two expenditures. Bev 2<sup>nd</sup>. All in favor – motion passed.

### **2020 Annual Meeting**

Renae does not think we will be ready for that by September and would like to schedule it after Park County comes out with their short-term Rental Properties Guidelines. So, we will probably schedule the Annual Meeting in October.

The Zoom package purchased will not support on-line polling (voting).

### **Bylaw Updates to allow Virtual Meetings**

Dan read the bylaws and felt that there is nothing that states the meeting must be in person or specifically prohibits us from conducting an annual meeting virtually. Thus, we should not need to have to update the bylaws to allow our annual meeting to be conducted virtually.

### **Annual Meeting Agenda Items**

Renae provided suggested agenda items – Roads, Upper Ranch, Broadband, State Park, Short Term Rentals, Firewise/Elk Creek Fire, Financials, Election. Asked that anyone with additional suggestions let her know.

### **Short-term Rentals**

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Renae attended the Park County Commissioners working session on Short term rentals and was very impressed with the Licensing approach they are taking – much like Jefferson County. Draft regulations should be out in a week or so.

**Firewise**

Dan provided updates on several topics

Evacuation Route Signage – still on hold as we are waiting for Elk Creek Fire to advise if they were able to negotiate use of State Park as an alternate route. 15MPH signage project is on hold with this to consolidate the effort and reduce cost.

Slash Pick-up – Latest update from the new Elk Creek Fire Chipping Program coordinator, Billy Gage, is that the planned timeframe for our neighborhood is the last week of August or first week in September. However, wildfire activity puts that schedule in jeopardy. Dan is waiting for an update. We had 31 households participate producing a total of over 135 piles of slash for chipping – some from last year. Suggestions have been made that the board look at hiring a contractor to come and remove the slash piles if Elk Creek Fire does not come through. Dan has begun soliciting bids, one received so far. Renae suggested another contractor from which a bid could be requested.

Other 2020 Goals – Mitigation of hazards along the evacuation route. On hold waiting for guidance from Capt. Ben Yellin on evacuation route options and grant opportunities to help fund related expense we would incur.

5 Year Plan – Dan has not yet received the package from former Firewise chairman, Bob Fletcher, but will share with the board when that information is made available.

Grant Update – Also waiting for news from Capt. Ben Yellin at Elk Creek Fire

Homeowner Assessments – Seem to be starting up again as Elk Creek Fire has gotten another resource trained. One resident had their assessment done last week. Mike added that his assessment is being done tomorrow afternoon.

Development related mitigation requirements – Renae shared that Elk Creek Fire District does not require or enforce any standards for fire mitigation around new construction. Other areas do. Dan will check with Capt. Ben Yellin if the standards he is working on in the area will lead to anything like that.

Bob Fletcher – Sent his thanks for the gift certificate and enjoyed his meal.

**Website**

Just a placeholder – nothing new

**Newsletter Topics**

Already covered through email exchange

**Secretary of State Registration**

We have a September renewal, Renae will take care of that.

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**Outsourcing in 2021**

Topic tabled

**Broadband**

We have a strategy meeting tomorrow night. Bev provided an update. Potentially two other neighborhoods are to join the project. Discussion of some of the common concerns, and a few alternatives that people might be considering like “A New Way To Net” 5G cellular service and Starlink low altitude satellite internet from SpaceX.

**Trash RFP**

Discussion of why we are researching an alternate vendor – reduction of road traffic and/or just a lower cost provider. Observation is that Mountain View Waste is sending multiple trucks through the neighborhood almost every day of the week and speeding down the roads. Further discussion is tabled till a future meeting. Renae will see if others might be able to take on the task of research vendors and quotes as John really does not have the time due to Roads issues.

**Little Library/Little Pantry**

Renae pointed out that we cannot set up anything like this at the mailboxes. This is not something the board wishes to pursue because the easement granted by the State Park is for limited uses. Bev will communicate back to those that expressed interest.

**New Resident Letter**

Just a placeholder. Bev expects to get that done soon.

**Next Board Meeting Date**

Set for Tuesday September 22nd at 7pm

**Treasurer**

General Liability Renewal – came in in September at \$1,709. A little lower than last year.  
GoDaddy Domain Renewals – For ElkFallsRanch.org & ElkFallsPOA.org. at \$42 per year20 each  
Renae motioned that we approve those two expenditures. Bev 2<sup>nd</sup> the motion. Motion passed.

Outstanding Dues Collection – Reminders sent to those that still owe for this year’s dues. Renae has about 5 people that still owe for last year’s dues or prior years.

Financial Results - Bev sent out a spreadsheet for July financials. A few new columns have been added. We are \$30,000 under budget. Reduced interest paid due to reduction in prevailing interest rate. Renae indicated that she expects some people that have not yet paid this year’s dues will pay just before the annual meeting so that they can vote – so we are a bit behind on dues since the annual meeting has been delayed.

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Motion to adjourn by Dan.  
All voted in favor – motion passed.  
Meeting adjourned at 10:10 pm

Respectfully submitted  
Dan Mueller