



ANNUAL MEETING

September 18, 2019

7:00 PM

Basalt Town Hall

Agenda

1. Call to order
2. Election of members to the Board of Directors
3. Review of 2019 Board activities
4. Treasurer's Report (Exhibit B)
5. New Business
6. Adjournment

PROXY

For the Annual Meeting of the Elk Run SFOA to be held on Wednesday, September 18, 2019 at 7:00 PM:

I, the undersigned being the owner of the property at _____
hereby appoint the President or: _____ as proxy,
with full power of substitution, for and in the name of the undersigned would be entitled to exercise if
personally present at the meeting of the Association to be held on September 18, 2019 at 7:00 pm at the
Basalt Town Hall, and at any adjournment thereof. This proxy cannot otherwise be revoked except by
written notice delivered to the Association at or prior to said meeting or any adjournment thereof.

Name of Owner/Member Property Address Printed

Signature

Date

Election of Officers

Please check the name(s) you would like to see elected to the Board of Directors. You can vote for a maximum of five (5) people. Write-ins accepted. Additional nominations will be taken from the floor the night of the meeting. Each Director shall be elected to serve for a term of one year.

Nominees

Anne Grice, President

Erin Fetter, Vice President

Carl Hostetter, Secretary/Treasurer

Doreen Dunlop, Director

Write-ins

Mail your signed Proxy to Elk Run SFOA, P.O. 315, Basalt, CO 81621 or email it to
Board@elkrunsfoa.com. We encourage your participation in the election process.

2019 Board Activities

- Special Assessment of \$160 per household
- Quarterly Assessment increase to \$80 from \$60
- Implemented email billing system
- Implemented electronic payment system
- Communicated Assessment Policy (on website)
- Requested RFPs on common area irrigation and lawn maintenance
- Replaced irrigation backflow valves, meters and pressure regulators (Exhibit A)
- Created a website for the Association (www.elkrunSFOA.com)
- Engaged certified arborists to assess the health of all trees in the common areas (Exhibit C)

IRRIGATION BACKFLOW PROJECT UPDATE

By way of history, the Town of Basalt (“the Town”) during the Fall of 2018 notified the Elk Run SFOA (“the Association”) that the common area irrigation connections were not in compliance with the State of Colorado and the Town’s backflow ordinance. This required replacement of backflow assemblies, water meters and pressure reducing valves at six (6) locations. The improvements had to be made before the Town would turn the water back on in May 2019.

The Association decided to fund the project through special assessment in the amount of \$160.00 to all owner’s. The special assessment was based on an original estimate of \$8,143.25 from the Association’s irrigation contractor which was limited in scope due to time restraints and lack of specifications from the Town. The special assessment was approved by a majority of the homeowners present in a special meeting held on Monday, October 22, 2018. The special assessment was billed to all homeowners on January 1, 2019.

After the full requirements and specifications were received in writing from the Town, the Association issued a Request for Proposal (“RFP”) in January seeking competitive bids for the project. Hanging Valley Irrigation was awarded the project with a proposal of \$13,664.00.

The final cost of the project totaled \$17,621.54 resulting in an overrun of \$3,957.54. This is attributed to the following: 1) the additional work required for concrete removal and reactivation of irrigation to Ptarmigan Circle; 2) the purchase of artificial rocks to cover the above ground backflow assemblies; and, 3) replacement of a curb stop valve. The project is 100% complete and the contractor has been paid in full. The project was funded through the special assessment (\$12,000) and cash reserves.

It is important to note that the Association receives up to \$1,600,000 gallons of water per year for common area irrigation without charge. Thus, it was imperative to comply with the Town’s ordinance in order to maintain the safety and appearance of the common areas. Obviously, this reflects on the property values of all homes within the Association.

Exhibit B

ELK RUN SFOA BUDGET		
	2019 Projected	2020 Budget
INCOME		
Quarterly Dues	24,000.00	24,000.00
Special Assessments	12,000.00	
Finance Charges	100.00	100.00
Total Income	36,100.00	24,100.00
EXPENSES		
Accounting	2,715.00	2,715.00
Billing	1,920.00	1,920.00
Tax Preparation	795.00	795.00
Common Area Maintenance	33,000.00	17,000.00
Irrigation	20,000.00	4,000.00
Lawn Care	11,000.00	11,000.00
Tree Care	2,000.00	2,000.00
Insurance	2,200.00	2,200.00
General Liability	1,100.00	1,100.00
Directors & Officers	1,100.00	1,100.00
General	380.00	460.00
Electronic Payment Fees	50.00	100.00
Legal Fees	15.00	20.00
Licenses	50.00	50.00
Facility Rental (Town Hall)	25.00	25.00
Office Supplies		25.00
Postage	130.00	130.00
Website	110.00	110.00
Total Expense	38,295.00	22,375.00
Net Income	(2,195.00)	1,725.00
Beginning Cash Balance	3,201.33	1,006.33
Ending Cash Balance	1,006.33	2,731.33

New Business

- Long range plan for common area tree maintenance
- Quarterly assessment increase
- Review and update Association Bylaws
- Street Parking

Several owners have raised concerns about ticketing of vehicles parked on the street. The streets are under the jurisdiction of the Town of Basalt and enforced by it's police department. This is not an Association initiative. The Town of Basalt ordinance reads as follows:

"No vehicle shall remain parked along any roadway in Town without moving for any consecutive period of seventy-two hours or more."



Five-year Tree Maintenance Program

Exhibit C