



Big Elk Meadows Association
Saturday, January 16th, 2021
Meeting Minutes

09:04 Call to Order by President

- Quorum verification – (Board members attending): Johnstone, Faughnan, Clevenger, Broome, Sayler, Sommers, Davis
- In Attendance: G. Christensen, C. Paddock, G. Scoma, R. Leonard, L. MacLeod, C. Isenhart, C. Loomis, E. Murphy, P. McDaniel, S. Davis, P. Cyphers, B. Tolle, S. Leonard and P. Flanagan.
- Request for Executive Session made by Director Faughnan for the purpose of Internal Processes with use of Google Drive; Director Clevenger for the purpose of reviewing budget; and Director Sayler for the purpose of discussing Incident Reporting.
- Approval of this Agenda – First motion by Director Faughnan with requested changes, and second motion by Director Sayler. President Johnstone called for the vote, all in favor.
- Approval of December 12th, 2020 Meeting Minutes – First motion by Director Sayler with recommended changes and second motion by Director Broome. Discussion. President Johnstone called for the vote, all in favor.

09:16 Member Communication

- Report from VFD of BE Fire Chief Isenhart – Fire Chief Isenhart presented on behalf of the VFD of BE. Medical calls, power line calls, accidents on Highway 36 along with structure fire in Pinewood Springs. Support for these events came from Lyons, Pinewood Springs and VFD of BE. EMR class scheduled for February. VFD of BE vehicles being sold with newer vehicles being brought in for better support of the department and community. Painting and maintenance being done in the fire station. Former BEMA Office being returned to a training room. Padlocks being purchased for access of VFD of BE firefighters. Crew to come in for creating fire line in upper meadows. Materials will be taken to the slash pile, firewood will be left for members to pick up. This project is in support of Fire Wise and the Community of Big Elk Meadows. A presentation will be held in a few months for review and date given for the event.
- Incident Report – P. Cyphers – Presentation and review of submitted Incident Report with request the Board send a letter to the member of 564 Aspen Dr. for resolution of said incident.
- Significant traffic at 731 Hickory Dr. – G. Christensen – It is believed the member continues to rent the home as a STR without proper licensure from the County. On September 15, 2020 many members responded to Larimer County in regard to a request for STR licensure at this property. In checking the Larimer County website, the status shows as “having applied” but not approved. G. Christensen offered to contact Larimer County directly for details.
- R. Leonard – Expressed concerns about the Sunset Dam loan and dredging of lake bottoms during construction of the dams along with the amount of silt which is believed to have settled since restoration. President Johnstone provided an overview of State and FEMA requirements for restoration of the lakes, and why they were restored to the previous acreage. C. Loomis provided a brief history and pre-flood dredging that had occurred;
 - It took 30 – 40 years for lakes to silt in at which time the lakes had to be mucked out or dredged. The lakes are brand new and at the depths BEMA is allowed. All lakes are needed for a reason.
 - Sunset will silt-in first due to location and headwaters, a new catch basin will address the silt to some extent.
 - When the State requires BEMA to release water, Meadow Lake is the release point as water cannot be pulled from the middle lakes.
 - During times of drought, BEMA pulls water from Mirror for domestic use.
 - Water from Willow and Rainbow are used to fill Mirror.

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- Lakes are not expected to silt for another 30-40 years.
- Director Faughnan recommended cost of dredging be added to the LTP budget. She also advised figures quoted for Sunset were actually to cover BEMA's expense of *all* dams within the community; and with reimbursed expenses, the amount owed is 1/3 less than stated earlier with the total due being built into the budget. Further Board discussion held on loan expenses to the community.
- Member G. Scoma – Available to answer questions or concerns on update of governing docs and the rebuilding efforts during his tenure on the Board.
- C. Faughnan – Trees are still in process of being cut down at property. Due to season, arborist is busy but will return soon to complete job.

09:35 Master Calendar

Board review of Master Calendar

- Work Comp Audit – Re-date for completion in December
- Budget submittal by Committee Chairs in February for the next fiscal year.
- Work on letter to State regarding TSS testing.
- Second audit results letter to be signed and sent to the State.

09:45 Architectural Review

Architectural Review Committee report presented by Director Broome on behalf of the Committee. A couple of projects in non-compliance which the Board has yet to wrap up. There are exterior projects being done by updating of materials due to rotting, cracking or fading. Some of these projects are considered major and the Committee would like Board guidance on how to manage or approach these projects as the Committee does not want to get behind.

The Architectural Review Committee is also looking for new members. Please contact Director Broome or any committee member to join.

Note: The Governance Committee was not scheduled to present at this meeting, but the following discussion arose which is within the purview of the Governance Committee.

09:49 Governance Committee

President Johnstone would like to formalize incident reports and communications for those who are violating the rules. Utilizing proper forms and guidelines will help the process and timely response by the Board and/or Committees. The Board agreed that having a set program on violation management could provide clearer expectations. G. Christensen volunteered to assist with this program. C. Loomis recommended following standard practices and stated this should come under the purview of the Board to which President Johnstone agreed, the handling of violations would begin at the Board with oversight throughout. Further Board discussion on Committee Chairs and Liaisons.

Director Clevenger motioned an ad hoc committee be formed to establish rules violations, guidelines on enforcement and penalties or fines to be levied. Once a background is established, the ad hoc committee will then look at forming a Rules Committee. Second motion by Director Sayler. Further discussion established Director Sayler as Chairwoman of the ad hoc committee with members as S. Johnstone, G. Christensen, P. McDaniel, S. Davis and R. Sommers.

10:05 Long Term Planning Committee Report

Director Faughnan presented the Long Term Planning Committee on behalf of the committee with an overview of the Town Hall meeting. The presentation is available for those who would like to review. A survey will be coming out soon to gather member feedback. C. Loomis stated the committee will be meeting on Monday to work on the



survey. Results will be presented to the Board for further discussion and input. A second Town Hall planned for March or April will be scheduled after Board review of the survey.

10:09 Communications Committee Report

Director Sommers presented the Communications Committee Report on behalf of the committee with no new information. With the departure of J. Ellis, Director Sommers will focus on Document Retention, scheduling with the Office Administrator to move forward on this project.

G. Scoma asked about high speed internet services which are currently available through Xcede or HughesNet. Director Sommers advised new services are coming in-line but not presently available in the community. He then provided details on performance, latency and uses with the new service coming in. President Johnstone shared information on grant requirements for this project.

10:13 Operations Committee Report

Operations Committee Report provided by Operations Administrator, P. Flanagan on behalf of the Committee. Staff successfully backfilled with bedding materials for the underground steel tank project on Wednesday. No updates on installation of the pump by Johns Well service or repairs on the upper tank by MidCo. Variables may be weather related with rescheduling as needed.

Pet yard waste has again been deposited into the dog waste stations. Weather has created challenges in clearing the stations which are only meant for those members walking their dog, not as a dump for pet yard waste. Director Faughnan requested a letter be sent to the offending member and will work with Operations. President Johnstone suggested placing cameras facing the waste stations as needed.

Director Sommers asked if the handle on the new trash compactor is bear proof or if it needs to be upgraded to bear proofing. Operations understands the handle is bear secure but will be determined this spring. If not, the handle will be upgraded to bear proof.

Administration will be working remotely, phones have been forwarded along with paperwork for the near term.

G. Scoma inquired about function of the new office such as layout and design. Operations Administrator P. Flanagan stated office space is working out fine and Operations Committee has been able to hold meetings in the large space. Director Sommers requested assistance with installation of the TV mount in the new space from staff. President Johnstone has one available and offered for use.

10:25 Finance Committee Report

Director Clevenger presented the Finance Committee Report on behalf of the committee with an overview of meetings held and advising the asset inventory is fairly well completed. Committee will be sure correct values are added into QuickBooks. Review for Rate Schedule in next year's budget is being conducted by Finance for presentation to the Board. Rates may be intertwined with results of the new Rules ad hoc committee as discussion of fines is held.

Director Clevenger reviewed the Treasurer's Report, advising the Board BEMA is in a strong financial position.

10:34 Lake Health and Fish Habitat Committee Report

Paul McDaniel presented the Lake Health and Fish Habitat Committee Report on behalf of the Committee with discussion on algae as the biggest concern along with heat and drought. There is enough BioLynceus in stock for spring treatment although the Committee has been reviewing other options and are in discussion with Aquatics Associates in regard to lake management. Aquatics and Associates is BEMA's fish supplier and also provides algae control and weed management services.

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A plan is in place with Aquatics and Associates to take specific lake samples from Mirror Lake for an analysis and use to draft a good strategy for avoiding fish kills. The Committee's understanding of fish kills last year resulted from non-flowing water, too much algae and too much heat. With good algae and weed management, BEMA will have better successes in the health of our lakes and habitat for fish. The fish species being looked at for this coming season have a higher tolerance of heat.

Aeration for Meadow and Sunset are being reviewed. Lake readings were done until ice over.

Committee will need the current budget which dictates how the lakes are maintained and what course of action the Committee takes. Director Clevenger will provide the 2020- 2021 budget to the Committee for review and to assist with creating the 2021 – 2022 budget

Committee Chairman, P. McDaniel has been working on team building with other committees. R. Sommers is interested in assisting with power for aerator on Sunset, would like figures and usage to determine feasibility.

10:55 Old Business – Review of Action Item List

Board review of Action Items List - President Johnstone referred this subject to Executive Session for further discussion to ensure the document is managed as intended

10:57 New Business

Board discussion of ATV use causing destruction in the Upper Meadows, behind Meadow Dam and in the forest. Board agreed to provide a member communication on the damages caused to BEMA land by inappropriate ATV use. Board discussion on access to Upper Meadows and locking the gate. Recommendation to post an ATV map on gate accessing Upper Meadows.. Board discussion on repairs to roads and trails in Upper Meadows. Review of Owner's Manual regarding ATV use.

Board discussion on gate and access to shooting range. Forest Service likely to place barrier on property line to prevent vehicle access this coming season.

11:23 Adjourn Meeting: First motion by Director Saylor, second motion by Director Faughnan, all in favor.

Next Board meeting is on Saturday, February 20th, 2021 at 9:00 a.m. location TBD.

5 Minute Break

11:28 Executive Session

Respectfully submitted

Secretary of the Board