

MINUTES

SOPRIS VILLAGE HOMEOWNERS' ASSOCIATION BOARD OF DIRECTORS' MEETING

July 3, 2024

6:00 p.m.

Join Zoom Meeting

<https://zoom.us/j/92463253716?pwd=ImSGyOKImuZ68IFuIbqdmzSGJl2P3T.1>

Meeting ID: 924 6325 3716

Passcode: 431511

Dial by your location: +1 719 359 4580 US

Board Members:

Mike Meiners | Peter Guglielmo | Janine Gunning | Brandi Rice | Heather Smith

Directors Present:

Mike Meiners	President
Janine Gunning	Vice President
Peter Guglielmo	Board Director
Brandi Rice	Board Director
Heather Smith	Board Director

Directors Absent:

None.

Property Manager Present:

Megan Rodman Property Manager

Owners Present:

Dan Greene	65 Kiowa
Tim Brignolo	90 Kiowa
Callie Brignolo	90 Kiowa
Emily & Phillip Ring	129 Cheyenne

1. CALL TO ORDER

Director Mike Meiners called the Board Meeting to order at 6:04 PM MST.

2. JUNE 5, 2024 BOARD MEETING MINUTES

The Board of Directors reviewed and considered for approval the draft meeting minutes for June 5, 2024.

Director Pete Guglielmo moved and Director Heather Smith seconded to approve the draft June 5, 2024 meeting minutes as presented. Motion Passed.

3. ITEMS NOT ON THE AGENDA

- Director Heather Smith noted that the dues are going up again in January 2025, and she is concerned with this.
- Director Mike Meiners asked if there was any update from the Board per the last meeting on addressing the trees that are in danger of dying. Director Peter Guglielmo let Mike know that the Board agreed at June's Board meeting that no action will be taken at this time.

4. PROPERTY MANAGERS REPORT

Financials/ Accounts Payable

The Board of Directors were provided with the June financial reports – Balance Sheet, Budget vs Actuals by Month and YTD, Accounts Receivable, Check Detail, and Profit and Loss report.

Director Mike Meiners would like to move money from the Checking account into the Edward Jones CD.

Director Mike Meiners moved and Director Janine Gunning seconded to approve moving \$100,000.00 from the Checking account to Edward Jones. Motion Passed.

Director Mike Meiners would like to be sent all invoices received thus far from High Country Utility Services. Management will send. The Board also asked that any work outside of normal operation of the water system be approved by the Board before the HOA is charged for such miscellaneous work. The Board would also like to know what expenditures are left that need to be made and to have those expenditures prioritized by high, medium and low priority so the Board can appropriately budget for 2025.

Director Mike Meiners asked that going forward that all invoices from SGM/Water Improvement Project are approved by the Board before payment is processed. Management will do this going forward.

Director Mike Meiners moved and Director Janine Gunning seconded to approve the June Financial Reports as presented. Motion Passed.

2025 Monthly Assessment Increase 6.9% to \$254.00

Every year since 2016 the HOA assessment has increased by 6.9% to continue building up the capital reserve fund.

Director Heather Smith wanted to inform the Board that her neighbors have expressed their concerns of the yearly increase in HOA dues. Director Heather Smith would like pause increasing the dues.

Director Brandi Rice would like the Board to consider putting a pause on increasing the HOA dues.

Director Janine Gunning disagreed, currently owners do not pay for water and so she supports increasing the HOA dues for 2025.

Director Pete Guglielmo agreed with increasing the HOA dues.

Director Mike Meiners moved and Director Pete Guglielmo seconded to approve increasing the HOA dues for 2025 to \$254.00 per month. Motion Passed.

Management will update the website to reflect the planned increase in dues for 2025 and to add notice on the monthly invoices that are emailed to all owners.

SVHOA's Ability and Effort to Address Aggressive Dogs

Management informed the Board and present owners what actions the HOA has taken to report violations of the aggressive dogs.

Present owner Callie Brignolo expressed her concerns of the danger of the dogs at 83 Kiowa and how aggressive they have been. She understands the limitations of the HOA and the laws that must be followed, but is looking for a solution of immediate action.

The Board would like to know the legal process for removing the dogs, fines that can be imposed per the Notices of Violation and Notices of Violation for Public Health and Safety that have been sent. The Board would also like to write a letter to the County Attorney and Board of County Commissioners to inform the County of this issue. Management will contact legal counsel and follow up with the Board on next steps the HOA can take.

Present owner Dan Greene also expressed that these dogs have been very aggressive and loud.

5. WATER

CDPHE Site Inspection Update

Director Mike Meiners updated the Board that following the inspection and the areas in which the HOA was out of compliance, High Country Utility Services has corrected.

6. WATER COMMITTEE

The Water Committee did not meet in June. Adrian Aguliar with High Country Utility Services provided the below update to the Water Committee:

Good morning Team,

I have a lot to share with you for this meeting. I am fine with submitting an email as long as everyone is willing to comment back. My report agenda includes:

1. Sanitary Survey letter received from the state inspector. Describing violations and how to take care of them. I have answered all violations, and we will be required to submit public notification. Let's take care of submitting a response to the violations, then we can address the recommendations at the next meeting. See attached document.
2. CCR - Consumer Confidence Report. This report is an annual water quality report designed to assist our community in understanding what is sampled in the water supply. The CCR also allows a platform for us to communicate any issues such as violations or comments on how the water system has been operating. I have a draft attached for your review. We need to distribute to all customers and post a link on our website to the document by June 30th. Then submit proof to the state that we distributed the report. Here is a link with some guidance for electronic submittal. [CCR eCCR Guidance Document_June2014 - Google Docs](#). Attached is the draft.
3. We have lead and copper sampling requirements in July where I will be required to collect samples from 5 homes within our community and submit them to a certified lab for analysis of lead and copper levels in our drinking water. The homes we need to sample from are :
 - a. 14 Zuni
 - b. 16 Cheyenne
 - c. 16 Hopi
 - d. 19 Zuni
 - e. 28 Zuni

We will need to notify the homeowners that this sampling is a requirement by the state, and we will need homeowners' help with this sample because it will have to be sampled first thing in the morning at first draw of water.

4. Asset Management. I have started building an online map in which we will have all infrastructure coordinates, information such as hydrant model, year, inspection data and pressures recorded. HCUS will host the online map. We will be using diamond maps platform. I like this platform because it is easy to use, manage and has a low cost. <https://youtu.be/k1lglavSaY>. Here is a Link for your review.
5. Hydrant inspections. If you haven't noticed, the fire hydrants have all been operated, pressure tested, cleaned and painted. Hydrants have also been plotted on our new online map (which I will share a link with you soon) with pictures and information recorded. We have the nicest looking hydrants in the valley.
6. Mainline isolation valves will be inspected next. The objective will be to access all valves, operate them, and plot them on the map. A valve will tell you what size of water main it is connected to by counting the rotation of the operating nut and multiplying by 3. (Operator trick) We will then have a good understanding of what size of pipes we have. The map will walk you right to a valve in an emergency. Once mainline valves are confirmed operational, we will then locate as many services as possible.

7. System Update. I haven't heard that one home is out of water. So, we are doing alright. There have been no treatment technique violations, and the system is running as it should. Success!!
8. Backup generator. The pump system requires 60 amps to continue to run during an emergency. I suggest we have an electrician install a pig tail to connect a generator, either rented or owned by us in the future. 60 amps is not much . We could buy a generator from a place like Cabela's for less than 1000 bucks to run the system if we ever lost power.
9. I have written a storage tank inspection plan and a cross-connection control plan from which we will follow to meet state requirements for both enforcement rules in Regulation 11. Please review the attached.

There is a lot more to say and do but let's take it a few steps at a time. Please review the attached documents. Click on the links I provided. And comment, question, or advise. Should you still want to meet this evening let me know.

Thank you

Adrian
HCUS

7. **ADJOURNMENT**

Director Mike Meiners moved and Director Brandi Rice seconded to adjourn the Board Meeting at 7:02 PM MST. Motion passed.

The next HOA Board meeting will be on August 7, 2024 at the Eagle County Community Center.