

## **STAGECOACH PROPERTY OWNERS ASSOCIATION**

Meeting of the Board of Directors  
Resort Group Conference Room  
Steamboat Springs, Colorado  
December 13, 2014

Members Present: John Troka (President), Mike Koponen (Vice President), Tonja Elkins (Secretary), Ben Marhle (Treasurer), John Di Nicholas, Art Fine, Tom Rashid, Tom Watts and Barbara Houston.

Management Present: Bryan Ayer, Association Manager; Jim Landers, President; Steamboat Association Management (SAM).

Owners Present: Zed and Pamela Ogle

John Troka called the meeting to order at 9:04 am

### **Approval of September 6, 2014 Minutes**

There were a few amendments to the minutes.

**Motion:** There was a motion to approve the minutes as amended. Seconded and approved unanimously.

**Ratification of email approval of motion to initiate arbitration proceedings with James Scrafford and set an initial budget of \$5,000.**

**Motion:** Tonja motioned to ratify, motion was seconded by Tom Rashid and unanimously approved.

### **Community Manager's Report:**

Bryan Ayer of Steamboat Association management provided an update on Association business matters.

Membership Contact: Contacts averaging about 2 calls and 2 emails a day. Topics of most interest include requirements to build on a lot, contacts for sale of lot, ACC process and approvals required, membership and dues related questions primarily driven by collection letters sent in 3<sup>rd</sup> quarter, and other general inquiries about the community.

Community engagement: Met/talked with key stakeholders that are an important part of the history and future of the Stagecoach community including:

- Steve Caragol (Owner/developer of Black Tail Meadows)
- Chris Wittemyer (Owner/developer of Stagecoach Ski Corp)
- Mike Roach (Large land owner in area of Young's Peak)
- Al Saterdal (Lot owner and involved with Woodmoor's original development of Stagecoach)
- Russ Dashow (Lot Owner and developer of Bushy Creek)
- Kristy Winser (Routt County Planning in charge of Stagecoach Community Plan)
- Chief Wisecup (Oak Creek Fire District)
- Steve Colby (Morrison Creek Water & sanitation)

Production and publishing of fall newsletter: The fall newsletter was published with help from all the contributors as well as SAM's graphic design department from Resort Group. The hardcopy was sent out to an ongoing updated list of "subscribers" and to everyone for whom we have an email address.

Covenant enforcement: There have been minimal violations reported/noted since last meeting. For the most part, owners receiving notice of violations for rubbish or nuisance are taking action to correct the issues noted. Others violations noted were resolved through informal discussion and negotiation. No Board action is required at this time for covenant violations.

Slash Pile Burn Update: To date Oak Creek Fire has burned 30 piles over a 5 day period. In the spring, SPOA will need to locate and mark remaining piles and continue the burning process in 2015. Bryan will follow up and see if there is a possibility of getting grant money to assist with the project. It was requested to get a formalized plan moving forward so the board can have a better idea of the process of future burning.

State Park's use/lease of snowmobile: In regards to the State Parks agreement to use the snowmobile, Bryan has been in contact with Craig with the State Parks. He is interested in a per time rental instead of a flat fee of \$125/ month. He would like \$40/per time instead for consideration.

**Motion:** Ben motioned to amend the contract to read in paragraph 2 that fee be \$40/per use. Seconded by Tom Rashid. Motion passed unanimously.

#### **ACC Items:**

The ACC has seen an increase in activity and applications. Additionally, several lot owners in the southern subdivisions have expressed a desire to build on their property in the near future.

- ACC Application Update

Bryan reviewed the status of the ACC applications submitted for approval. Tom Watts is the point person on the ACC application review process. No Board action is required at this time for ACC application related items.

- Summary of Unfinished Houses

Bryan reviewed the spreadsheets as it pertains to the unfinished homes and violations. There was a discussion related to covenant enforcement and consistency. A document needs to be completed to have all guidelines included and was agreed to have drafted by the 2<sup>nd</sup> quarter meeting. Bryan will be sending out the notices to the unfinished home owners asking them to provide an update and timeline on their construction plans. Responses will be requested by end of January.

#### **Accounts Receivable**

- Collection Activity

SAM has been successful in pursuing some of the larger outstanding AR balances. Appropriate collection letters are going out to delinquent owners on a regular basis pursuant to the SPOA governance policy on collections.

**Motion:** Ben made a motion: that has a lot of owing \$300 or more will get a demand letter from an attorney unless they have entered into a collection plan with the Association Seconded by

Tom Watts. Motion passed unanimously.

It was requested to make a spreadsheet of those lot owners that get the demand letters and a status after to see if the process was successful.

**Motion:** Art made a motion to write off any accounts of \$10 or less. After discussion, Art agreed to table the motion and review the Accounts Receivable report at the March Board meeting at which time the current assessment collection cycle will be substantially completed.

- 2015 Annual Assessment Process/Feedback

Statements went out at the end of November. Checks are coming in and there have been a few questions about the assessment increasing to \$75. There were a few glitches in the first statement mailing as the VMS software did not include the lot number but only the physical address of the lot. There was also an issue in that every lot has its own account number and therefore many owners received multiple statements. SAM created a spreadsheet for those owners with a considerable number of lots and summarized the total dollar amount owed. SAM has requested the system vendor provide some customized invoicing/reporting solutions for the Association.

In an effort to continue growing the list of email contacts and phone numbers for Association members, SAM once again sent out an owner profile sheet with the 2015 Annual Assessment billing.

#### **Treasurer's Report**

- Review final Fiscal Year 2013 financial statements

Ben reviewed the financials. Financials are essentially the same as anticipated. With the change to full-accrual accounting, the accounts receivable and accounts payable balances are now reflected on the balance sheet.

- Review Fiscal Year 2014 financial statements through October

Ben reviewed the current year financials which is the short year (Sep – Dec 2014). It was noted there is no assessment income reflected as it all the income for the 2014 assessment year (Jan – Dec 2014) was reflected in the FY2013 (Sep 2013 – Aug 2014) financial statements which were prepared on a modified cash basis.

**Motion:** John Troka moved to rescind the authorization of \$3,000 for wildfire mitigation operations in the Horseback subdivision. The work was not performed due to the volume of snow which prevented the project being completed in time to receive state grant funds. Motion was seconded and unanimously approved.

**Owner Open Session:** Zed Ogle wanted to thank the Board of Directors for all they do. He discussed the SPOA master plan and his thoughts on how to attract more owners or make the area more desirable. They also discussed current covenant restrictions and impacts on current and potential owners.

#### **Old Business**

- Proposed Rule prohibiting the discharge of firearms within SPOA

The Board reviewed the proposed rule and the single documented comment received from Association member Tom Taylor. The two members in attendance also expressed their opposition to the proposed rule. A discussion ensued on the pros and cons of the proposed rule.

**Motion:** Tom Watts moved to formally approve interpretative guideline 14-1 dealing with the discharge of firearms on a lot with the amendment that the first 3 “Whereas” clauses are stricken and be restated that: The covenants direct the board to promote the safety and welfare of residents and guests. Motion was seconded. Motion passed on a 5 to 4 vote.

- Routt County’s Stagecoach Community Plan Update  
Bryan discussed the county meetings he has attended and the feedback he has heard. The members that also attended the County meetings gave their impressions of the presentations. There is another meeting with the County’s Planning Commission coming up that a number of Board members plan on attending. The question came up as to what are the priorities of SPOA in regards to the Stagecoach Master Plan. The top ideas were presented as the pursuit of a Morrison Creek Water and Sanitation plan, the availability of more commercial property, improved process for consolidation of lots (not subdivision), the support of recreational opportunities and to clarify what the current zoning is for the Association’s common areas and the restrictions that this zoning carries with it.

#### **New Business**

- Fiscal Year 2015 Capital Budget Proposal  
John Troka discussed future projects and how to fund them. He presented a General Reserve/Project Funds forecast that was for discussion only. The board was to review and come up with specific project ideas/requirements for the application of the reserve funds being collected. The Board has identified reserve funding requirements for common area maintenance and improvement, community marketing and development, legal reserves/projects,
- SAM Evaluation Committee  
Within the meeting packet was a Periodic Performance Evaluation of SAM for the period of June 2014 – November 2014. John Troka asked the Board to fill the form out to the best of their ability and then a Committee would analyze the results and set up a meeting with SAM for discussion. The Committee members are John Troka, Tom Rashid and John DiNicholas.

#### **Executive Session:**

The Board met in executive session to discuss matters related to litigation and other discussions with legal counsel pursuant to Section 308 (3) and (4) of the Colorado Common Interest Ownership Act

The Board set the next Board meeting date for Saturday February 28th.

**The Meeting was adjourned at 3:20 PM**